



# MISSISSIPPI BAPTIST SEMINARY

## STUDENT HANDBOOK

2019/2022

Edition

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## *GREETINGS FROM THE PRESIDENT*



*I greet you in the name of our Lord and Savior Jesus Christ, the Son of God. Let us praise Him for all the things He has done and continues to do with the Mississippi Baptist Seminary. For, the Seminary has undergone a tremendous change. I often liken its resurgence to the life of the Phoenix. Though, the Phoenix is grounded in mythology, the point of reference is in the belief of immortality, resurrection and life after death. Our goal is to teach all nations, teaching them to observe all the things that He has commanded. The Mississippi Baptist Seminary provides classes in religious education and awards an Associate of Divinity degree; Bachelors of Theology and Religious Education; Masters of Divinity and Master of Arts in Ministry degrees. The Seminary also offers a Diploma in Christian Education. These courses are offered so that the church leaders, clergy and laity alike may grow and study to make our churches better. The faculty and staff at MBS want to put more emphasis on equipping and training the saints. We have purposed to strive for excellence in all that we do. Our expectation is that every student will see that commitment to excellence continue to move toward accreditation. We have encountered many challenges and met them all with faith that all things are possible with God. As we seek to improve the Mississippi Baptist Seminary, let us not forget that we are called to glorify God and Him only. As we seek prayerfully to verbalize and bring to fruition our plans to do God's will, our watch words should be to glorify God and seek the salvation of mankind.*

# DIRECTORY

## HOW TO FIND ANSWERS TO YOUR QUESTIONS

If you have any questions, please review the following:

- Mississippi Baptist Seminary Catalog
- Faculty Handbook

## HOW TO CONTACT MBSBC

Mailing Address

3160 J. R. Lynch Street  
Jackson, Mississippi 39209

769-233-8089 telephone

769-233-8090 Fax

## HOURS OF OPERATION

8:00 A. AM. – 4:00 P.M.

Email Address

Rachel Stiff

[rstiff1@comcast.net](mailto:rstiff1@comcast.net)

**Email Address**

Dr. Isiac Jackson, Jr.

President

[ijacksonmsbptsem@comcast.net](mailto:ijacksonmsbptsem@comcast.net)

Ms. Vanice Barnes

Registrar

[Vanice1949@yahoo.com](mailto:Vanice1949@yahoo.com)

If there is someone you are trying to contact who is not listed here, please contact the seminary office for more information at 769-233-8089.

## **BOARD OF DIRECTORS**

The Mississippi Baptist Seminary is owned by the General Missionary Baptist State Convention of Mississippi, Inc. (GMBSC) The Seminary is governed by a fifteen (15) member board consisting of eight (8) officers of the General Missionary Baptist State Convention of Mississippi, Inc.; these officers appoint the seven (7) administrative officers and the 15 member officers sets the policies governing the Seminary. The curriculum and degrees are approved by the Board upon the recommendations of the Dean and the President with consultation and advice from staff, faculty, students and alumni.

- 1. Reverend Calvin Collins, Dean, Congress of Christian Education**
- 2. Reverend Joseph Brisco, Director, Vicksburg Extension**
- 3. Reverend Otis Davis, Executive Secretary GMBSC**
- 4. Dr. Johnnie Mills-Jones, Board Chair Person**
- 5. Dr. Natalie M. Russell, Board Member**
- 6. Reverend Thaddeus Williams, Board Member**
- 7. Brother Glen Lacey, Board Member**
- 8. Reverend James O. Harris, Vice President, GMBSC**
- 9. Reverend Ernest Ford, Vice President, GMBSC**
- 10. Reverend Jeffeory Stafford, Board Member**
- 11. Dr. Isiac Jackson, Jr., President, GMBSC**
- 12. Reverend S. L. Blake, Vice President, GMBSC**
- 13. Reverend Earl Reed, Vice President, GMBSC**
- 14. Reverend Melvin Montgomery, Treasurer, GMBSC**
- 15. Reverend Nathan Stevenson, Assistant Secretary, GMBSC**

## EXTENSION OFFICE HOURS

### **Main Campus**                      **769.233.8089**

#### **Administrative Office**

3160 J. R. Lynch Street

Jackson, Mississippi

Monday – Thursday **8:00A M. – 4:30 PM**

### **Canton Extension**                      **601.202.5876**

349 N Canal Street, Reverend James Carson, Extension Director

Canton, MS 39046

Monday – Thursday **8:00A M. – 4:30 PM**

### **Gulfport Extension**                      **228.846.2224**

Reverend Darrell Taylor, Extension Director

1541 20<sup>th</sup> Street

Gulfport, MS 39501

Monday – Thursday **8:00A M. – 4:30 PM**

### **Natchez Extension**                      **601.807.8312**

Reverend John Scott, Extension Director

301 LaSalle Street

Natchez, MS 39120

Monday – Thursday **8:00A M. – 4:30 PM**

### **Oxford Extension**                      **662.236.1482**

Mrs. Rosie Goolsby, Extension Director

20 HWY 314

Oxford, MS 38655

Monday – Thursday **8:00A M. – 4:30 PM**

### **Tupelo Extension**                      **662.255.1731**

Dr. Nollen Elzie, Sr., Extension Director

2556 Clayton Rd.

Tupelo, MS 38801

Monday – Thursday **8:00A M. – 4:30 PM**

### **Vicksburg Extension**                      **601.638.3075**

Reverend Joseph Brisco

P O Box 1500

Vicksburg, MS 39181-1500

Monday – Thursday **8:00A M. – 4:30 PM**

## FACULTY LISTING

**Reverend Joseph Brisco**, *Instructor, Bachelor of Theology Mississippi Baptist Seminary*

**Reverend James Carson**, *Professor, Master of Divinity, New Orleans Theological Seminary;  
Bachelor of Arts in Business Administration, Alcorn State University*

**Mrs. Ollie Carter**, *Professor, Masters in Marriage and Family Therapy Reformed Theological  
Seminary; Bachelor of Science in Secondary Education, Indiana University*

**Charles Chandler**, *Professor, Master of Arts in Education, University of Memphis Tennessee  
Bachelor of Arts in Religion and Greek, Union University, Tennessee*

**Reverend Celester Davis**, *Instructor, Bachelor of Arts in Biblical Studies, Crichton College,  
Memphis, Tennessee*

**Reverend Otis Davis**, *Professor, Master of Divinity, Mississippi Baptist Seminary; Master of  
Science, Mississippi State University; Bachelor of Science, Alcorn State  
University*

**Reverend Leroy Dee**, *Instructor, Associate of Divinity, Mississippi Baptist Seminary; Bachelor  
of Science, Alcorn State University*

**Elder Nollen Elzie, Sr.**, *Professor, Doctor of Ministry, and Master of Ministry, Newburgh  
Theological Seminary; Bachelor of Theology, Mississippi Baptist  
Seminary*

**Mr. Dennis C. Flach**, *Instructor, Master of Divinity, Reformed Theological Seminary; Master in  
Education, Louisiana State University; Bachelor of Science in Education,  
Louisiana State University*

**Reverend Jeffery Gladney**, *Professor, Doctor of Ministry, United Theological Seminary; Master  
of Divinity, Interdenominational Theological Center, Morehouse School  
of Religion; Bachelor of Science, Rust College*

**Mrs. Rosie Goolsby**, *Instructor, Bachelor of Theology, Mississippi Baptist Seminary; Bachelor  
of Science in Nursing, Mississippi College*

**Ms. Rosie Harris**, *Master of Science in Psychiatric Nursing, University of Illinois; Bachelor of  
Science in Nursing, University of Portland*

**Ms. Virginia Houston**, *Instructor, Master of Professional Counseling, Mississippi College*

**Ms. Beverly Jackson**, *Instructor, Master of Divinity, Covenant Bible Seminary; Bachelor of  
Science, University of Maryland*

**Reverend John Johnson**, *Professor, Master of Divinity, Virginia Union School of Theology, Richmond, VA; Bachelor of Arts in Sociology, St. Leo College, St. Leo, Florida*

**Mrs. Debra Jordan**, *Instructor, Master Arts in English, Alcorn State University; Bachelor of Arts in English Secondary Education*

**Mr. Emmanuel Kuada**, *Professor, Master of Divinity and Master of Arts Reformed Theological Seminary*

**Mrs. Linda Logan**, *Instructor, Master in Education, Alcorn State; Bachelor of Science Alcorn State University*

**Reverend Robert McCallum**, *Professor, Master of Divinity, Reformed Theological Seminary*

**Reverend John McCarty**, *Professor, Doctor of Ministry, Master of Divinity, Master of Arts Christian Education, Reformed Theological Seminary; Bachelor of Arts Political Science, University of Southern Mississippi*

**Reverend Stevie McKenney**, *Instructor, Doctor of Ministry, Southern Methodist University, Perkins School of Theology, Dallas TX; Master of Divinity, Interdenominational Theological Center, Atlanta, GA; Bachelor of Arts, Social Work, Rusk College*

**Reverend Melvin Pace**, *Professor, Bachelor of Arts in Business, Jackson State University; Juris Doctor of Law, University of Mississippi School of Law*

**Reverend John Patrick**, *Professor, Doctor of Ministry, Covenant Theological Seminary; Master of divinity, Reformed Theological Seminary; Bachelor of Science, Mississippi Valley State University*

**David Ponter**, *Instructor, Instructor, Master of Divinity, Reformed Theological Seminary; Master of Library Science, University of Queens Land, Australia; Bachelor of Arts Honors, History and Philosophy, University of Queens Land, Australia*

**Minister Louis Rucks, Jr.**, *Professor, Master of Arts in Biblical Studies, Reformed Theological Seminary;*

**Reverend John Scott**, *Professor, Doctor of Ministry, Newburgh Theological Seminary; Masters in Christian Education, Reformed Theological Seminary; Bachelor of Pastoral Ministry, Southern Baptist Theological Seminary; Associate in Biblical Studies, Southern Baptist College*

**Minister Melvin Smith**, *Professor Master of Science in Counseling Psychology, University of Central Texas*



**Darrell Taylor**, *Instructor, Bachelor of Theology, Mississippi Baptist Seminary*

**Roderick Walker**, *Instructor, Masters in Business Administration, Southwestern University*

## **HOLIDAY SCHEDULE**

New Year's Day

Memorial Day

Fourth of July

Labor Day

Thanksgiving Holiday

Christmas Holiday

**Mississippi Baptist Seminary and Bible College**  
**SCHOOL CALENDAR**

**2019-2021**

**Spring Semester 2019**

January

- 2 Registration Begins
- 14 Classes Begin
- 18 Registration Ends/Last Day to Add or Drop Classes
- 21 Holiday – Martin L. King, Jr. Birthday
- 22 Classes Resume

February

English Proficiency Examination

March

- 1 Submit Petition to Graduate
- 6-8 Mid-Term Examination
- 11-15 Spring Break
- 18 Classes Resume

April

- 19-22 Easter break
- 23 Classes Resume

May

- 1-3 Final Examination
- Registration Begins for Summer Session

**Summer Semester 2019**

June

- 1 Graduation
- 6 Classes Begin
- 10 Registration Ends
- 13 Last Day to Add or Drop Classes

July

22-26 GMBSC Annual Session (No Classes)

August

14-16 Final Examination/Registration for Fall Session Begins

19 Summer Term Ends

**Fall Semester 2019**

August

19 Classes Begin

20 Convocation

23 Registration Ends/Last Day to Add or Drop Classes

September

2-6 Holiday – Labor Day/NBC Meeting (No Classes)

9 Classes Resume

October

23-25 Mid-Term Examination

November

25-29 Holiday Thanksgiving Break

December

18-20 Final Examination

20 Classes End

**Spring Semester 2020**

January

6 Registration Begins

13 Classes Begin

17 Registration Ends/Last Day to Add or Drop Classes

20 Holiday – Martin L. King, Jr. Birthday

21 Classes Resume

February

English Proficiency Examination

March

- 2 Submit Petition to Graduate
- 3-5 Mid-Term Examinations
- 9-13 Spring Break
- 16 Classes Resume

April

- 10-13 Easter Break
- 14 Classes Resume

May

- 11-12 Final Examination
- Registration Begins for Summer Session

**Summer Semester 2020**

June

- 6 Graduation
- 8 Classes Begin
- 12 Registration Ends
- 12 Last Day to Add or Drop classes

July

- 20-24 GMBSC Annual Session (No Classes)

August

- 17-19 Final Examination/Registration for Fall Session Begins
- 19 Summer Term Ends

**Fall Semester 2020**

August

- 19 Classes Begin
- 20 Convocation
- 24 Registration Ends/Last Day to Add or Drop Classes

September

- 7-11 Holiday – Labor Day/NBC Meeting (No Classes)
- 14 Classes Resume

October

- 12-14 Mid-Term Examination

November

- 23-27 Holiday Thanksgiving Break
- 30 Classes Resume

December

- 16-18 Final Examination
- 18 Classes End

**Spring Semester 2021**

January

- 5 Registration Begins
- 11 Classes Begin
- 13 Registration Ends/Last Day to Add or Drop Classes
- 18 Holiday – Martin L. King, Jr. Birthday
- 19 Classes Resume

February

English Proficiency Examination

March

- 3-5 Mid-Term Examinations
- 5 Submit Petition
- 8-12 Spring Break
- 15 Classes Resume

April

- 2-5 Easter break
- 6 Classes Resume
- 28-May 3 Final Examinations

May

3 Registration Begins for Summer Session

### **Summer Semester 2021**

June

5 Graduation

7 Classes Begin

9 Registration Ends

11 Last Day to Add or Drop classes

July

19-23 GMBSC Annual Session (No Classes)

August

16-18 Final Examination/Registration for Fall Session Begins

18 Summer Term Ends

### **Fall Semester 2021**

August

19 Classes Begin

20 Convocation

23 Registration Ends/Last Day to Add or Drop classes

September

6-10 Holiday – Labor Day/NBC Meeting (No Classes)

13 Classes Resume

October

13-15 Mid-Term Examinations

November

22-26 Holiday Thanksgiving Break

December

8-10 Final Examinations

10 Classes End

## OUR HISTORY

The Mississippi Baptist Seminary was founded in 1941 by Dr. Herbert L. Lang, who was its first president. While serving as president of Union Baptist Seminary, New Orleans, Louisiana, Dr. Lang discovered that a majority of the students enrolled at Union were from Mississippi. In response, he organized Bible classes and institutes in Tylertown, Magnolia, the Gulf Coastal Region, the South-Central Region, the Delta Region and as far north as Sardis.

So vast was the opportunity and so great was the need that Dr. Lang resigned from the presidency of Union Baptist Seminary to give full-time service to extension work in Mississippi. He had no means of financial support, but trusted God to raise up friends in Mississippi who would support this work.

Professor J. E. Johnson, the founder and President of Prentiss Institute and Junior College, visited Dr. Lang in 1942 and persuaded him to go to Jefferson Davis County to organize a Bible class at Prentiss Institute. The class was begun in the summer of 1943. Interest in the Seminary for the training of ministers was intense. A historic meeting took place in the home of Professor and Mrs. Johnson on December 31, 1943. Attending this meeting were: Reverend E. T. Oatis, Reverend M.L. Gray, Reverend Eddie Barnes, Mr. U. S. Polk, Mr. and Mrs. J. E. Johnson, and Dr. Herbert L. Lang. At this meeting, the Union Theological Seminary was founded. The Seminary was incorporated as the Mississippi Union Theological Seminary and a charter of incorporation was granted by the State on March 15, 1944. On May 30, 1948, the name of the Seminary was changed to the Mississippi Baptist Seminary. Jackson, Mississippi was selected as its permanent location.

On February 9, 1944, another historic meeting took place in the Pastor's study of the First Baptist Church, Indianola, Mississippi. This meeting was called by Dr. D. A. McCall, Secretary of the Mississippi Baptist Convention Board. Attending this meeting were: Mr. John Davis, President of the Mississippi Baptist Convention Board; Dr. J. D. Ray, Chairman of the Committee on African-American Work, Mississippi Baptist Convention Board; Dr. G. Norman Price, Pastor, First Baptist Church; and Dr. Herbert L. Lang, President and Founder of Mississippi Baptist Seminary. Dr. Lang proposed that Mississippi Baptist Seminary would be a cooperative venture of White and African-American Baptist Churches and conventions offering in-service training to Negro ministerial and lay leadership, taking them where they were in educational preparation and offering them courses of value on a level of their apprehension and utilization. This proposal was accepted. Thus began a cooperative work in mission which has brought about reconciliation and understanding.

This cooperative sponsorship of the Seminary continued through December, 1988. On January 1, 1989, the Mississippi Baptist Convention terminated its sponsorship and



financial support of the Seminary, thus turning control of the Seminary over to National Baptists.

The General Missionary Baptist State Convention of Mississippi (GMBSC) under the leadership of Dr. Jerry Young, president, purchased and procured The Mississippi Baptist Seminary at its 116<sup>th</sup> year Annual Session in Jackson, Mississippi. Now under new leadership and name, the seminary's main campus opened temporarily at the Mt. Nebo Missionary Baptist Church, 1245 Tunica Street, Jackson, Mississippi and classes began October 2005.

The newly appointed interim president was Pastor Carl E. Thomas, Clarksdale, Mississippi and the interim Dean of Academic Affairs was Reverend Eric Williams, Jackson, Mississippi. In September 2005, Dr. Young challenged the convention to achieve greatness for the glory of God and the good of our communities through its offerings of ministries and missions.

In 2007, the Mississippi Baptist Seminary, Main Campus was completely renovated and the building was opened for administrative operation and classes in September of 2007. Dr. Isiac Jackson, Jr. was appointed President and Dr. John Patrick was appointed Academic Dean of Students. Under Dr. Jackson's leadership, the Board of Directors, and the administration, the Seminary student population grew. Dr. Jackson was instrumental in the reestablishment of policies and procedures under which the Seminary continues to operate. In 2010, Dr. Jackson was elected President of the General Missionary Baptist State Convention and Dr. Lewis Ragins was appointed President of the Seminary. Dr. Ragins served from 2010 until his death in 2013. Dr. Ragins dedicated himself to the Seminary and often stated that "We are committed to the idea of moving our Seminary and Bible College toward credibility and full accreditation." In 2014, Dr. C. J. Rhodes was appointed president of the Seminary.

## **STATEMENT OF FAITH**

### **I. Of the Scriptures**

We believe that the Holy Bible was written by men divinely inspired, and is a perfect treasure of heavenly instruction; that it has God for its author, salvation for its end, and truth without any mixture of error, for its matter; that it reveals the principles by which God will judge us; and therefore is, and shall remain to the end of the world, the true center of Christian union, and the supreme standard by which all human conduct, creeds, and opinions should be tried.

### **II. Of the True God**

We believe that there is one and only one living and true God, an intelligent, spiritual and personal Being, the Creator, Preserver and Ruler of the universe, infinite in holiness and all other perfections to whom we owe the highest love, reverence and obedience. He is revealed to us as Father, Son and Holy Spirit, each with distinct personal attributes, but without division of nature, essence or being.

### **III. Of the Fall of Man**

We believe that man was created by the special act of God, as recorded in Genesis. “So God created man in his own image, in the image of God created he him; male and female created he them” (Genesis 1:27). “And the Lord God formed man of the dust of the ground, and breathed into his nostrils the breath of life; and man became a living soul” (Genesis 2:7).

He was created in a state of holiness under the law of his Maker, but through the temptation of Satan, he transgressed the command of God and fell from his original holiness and righteousness; whereby his posterity inherit a nature corrupt and in bondage to sin, are under condemnation, and as soon as they are capable of moral action, become actual transgressors.

### **IV. Of the Way of Salvation**

We believe that the salvation of sinners is wholly of grace, through the mediatorial office of the Son of God, who by the Holy Spirit was born of the Virgin Mary and took upon him our nature, yet without sin; honored the divine law by his personal obedience and made atonement for our sins by his death. Being risen from the dead, he is now enthroned in Heaven, and, uniting in

his person the tenderest sympathies with divine perfections, he is in every way qualified to be a compassionate and all-sufficient Saviour.

#### V. Of Justification

We believe that justification is God's gracious and full acquittal upon principles of righteousness of all sinners who believe in Christ. This blessing is bestowed, not in consideration of any works of righteousness which we have done, but through the redemption that is in and through Jesus Christ. It brings us into a state of most blessed peace and favor with God, and secures every other needed blessing.

#### VI. Of the Freeness of Salvation

We believe that the blessings of salvation are made free to all by the gospel. It is the duty of all to accept them by penitent and obedient faith. Nothing prevents the salvation of the greatest sinner except his own voluntary refusal to accept Jesus Christ as Teacher, Saviour and Lord.

#### VII. Of Grace in Regeneration

We believe that regeneration or the new birth is a change of heart wrought by the Holy Spirit, whereby we become partakers of the divine nature and a holy disposition is given, leading to the love and practice of righteousness. It is a work of God's free grace conditioned upon faith in Christ and made manifest by the fruit which we bring forth to the glory of God.

#### VIII. Of Repentance and Faith

We believe that repentance and faith are sacred duties, and also inseparable graces, wrought in our souls by the regenerating Spirit of God; whereby, being deeply convinced of our guilt, danger, and helplessness, and of the way of salvation by Christ, we turn to God with unfeigned contrition, confession and supplication for mercy; at the same time heartily receiving the Lord Jesus Christ as our Prophet, Priest, and King, and relying on him alone as the only and all-sufficient Saviour.

#### IX. Of God's Purpose of Grace

We believe that election is the gracious purpose of God, according to which he regenerates, sanctifies and saves sinners. It is perfectly consistent with the free agency of man and in no way interferes with salvation of any individual.

It is a most glorious display of God's sovereign goodness, and is infinitely wise, holy and unchangeable. It excludes boasting and promotes humility. It encourages the use of means in the highest degree.

#### X. Of Sanctification

We believe that sanctification is the process by which, according to the will of God, we are made partakers of his holiness; that it is a progressive work; that it is begun in regeneration; and that it is carried on in the hearts of believers by the presence and power of the Holy Spirit, the Sealer and Comforter, in the continual use of the appointed means, especially the Word of God, self-examination, self-denial, watchfulness, and prayer.

#### XI. Of the Perseverance of Saints

We believe that such only are real believers as endure unto the end; that their persevering attachment to Christ is the grand mark which distinguishes them from superficial professors; that a special Providence watches over their welfare; and that they are kept by the power of God through faith unto salvation.

#### XII. Of the Harmony of the Law and the Gospel

We believe that the law of God is the eternal and unchangeable rule of his moral government; that it is holy, just, and good; and that the inability which the Scriptures ascribe to fallen men to fulfill its precepts arises entirely from their love of sin; to deliver them from which, and to restore them through a Mediator to unfeigned obedience to the holy law, is one great end of the gospel, and of the means of grace connected with the establishment of the visible church.

#### XIII. Of a Gospel Church

We believe that a visible church of Christ is a congregation of baptized believers associated by covenant in the faith and fellowship of the gospel; observing the ordinances of Christ; governed by his laws; and exercising the gifts, rights, and privileges invested in them by his word; that its

only Scriptural officers are bishops, or pastors, and deacons, whose qualifications, claims, and duties are defined in the epistles of Timothy and Titus.

#### XIV. Of Baptism and the Lord's Supper

We believe that Christian baptism is the immersion in water of a believer, in the name of the Father, and of the Son, and of the Holy Ghost; to show forth, in a solemn and beautiful emblem, our faith in the crucified, buried and risen Saviour with its effect in our death to sin and resurrection to a new life; that it is a prerequisite to the privileges of a church relation; and to the Lord's Supper, in which the members of the church, by the sacred use of bread and wine are to commemorate together the dying love of Christ – preceded always by solemn self-examination.

#### XV. Of the Christian Sabbath

We believe that the first day of the week is the Lord's Day, or Christian Sabbath; and is to be kept sacred to religious purposes, by abstaining from all secular labor and sinful recreations; by the devout observance of all the means of grace, both private and public; and by preparation for that rest that remaineth for the people of God.

#### XVI. Of Civil Government

We believe that civil government is of divine appointment for the interests and good order of human society; and that magistrates are to be prayed for, conscientiously honored, and obeyed; except only in things opposed to the will of our Lord Jesus Christ, who is the only Lord of the conscience, and the Prince of the kings of the earth.

#### XVII. Of the Righteousness and the Wicked

We believe that there is a radical and essential difference between the righteous and the wicked. Those only who are justified through the name of the Lord Jesus Christ and sanctified by the Holy Spirit are truly righteous in His sight. Those who continue in impenitence and unbelief are in His sight wicked and are under condemnation. This distinction between the righteous and the wicked holds in and after death, and will be made manifest at the judgement when final and everlasting awards are made to all men.

#### XVIII. Of Christian Education

We believe that Christianity is the religion of enlightenment and intelligence. In Jesus Christ are hidden all the treasures of wisdom and knowledge. All sound learning is therefore a part of our Christian heritage. The new birth opens all human faculties and creates a thirst for knowledge. An adequate system of schools is necessary to a complete spiritual program for Christ's people. The cause of education in the Kingdom of Christ is coordinate with causes of missions and general benevolence, and should receive along with these the liberal support of the churches.

#### XIX. Of Social Service

We believe that every Christian is under obligation to seek to make the will of Christ regnant in his own life and in human society; to oppose in the Spirit of Christ every form of greed, selfishness and vice; to provide for the orphaned, the aged, the helpless, and the sick; to seek to bring industry, government and society as a whole under the sway of the principles of righteousness, truth and brotherly love; to promote these ends Christians should be ready to work with all men of good will in any good cause, always being careful to act in the spirit of love without compromising their loyalty to Christ and his truth. All means and methods used in social service for the amelioration of society and the establishment of righteousness among men must finally depend on the regeneration of the individual by the saving grace of God in Christ Jesus.

#### XX. Of Stewardship

We believe that God is the source of blessings, temporal and spiritual; all that we have and are we owe to him. We have a spiritual debtorship to the whole world, a holy trusteeship in the gospel, and a binding stewardship in our possessions. We are therefore under obligation to serve him with our time, talents and material possessions: and should recognize all these as entrusted to us to use for the glory of God and helping others. Christians should cheerfully, regularly, systematically, proportionately and liberally contribute to their means to advancing the Redeemer's cause on earth.

#### XXI. Of Evangelism and Missions

We believe that it is the duty of every Christian man and woman, and the duty of every church of Christ to seek to extend the gospel to the ends of the earth. The new birth of man's spirit by God's Holy Spirit means the birth of love for others. Missionary effort on the part of all rests thusly upon a spiritual necessity of the regenerate life. It is also expressly and repeatedly commanded in the teachings of Christ. It is the duty of every child of God to seek constantly to

win the lost to Christ by personal effort and by all other methods sanctioned by the gospel of Christ.

#### XXII. Of the Resurrection

We believe that the Scriptures clearly teach that Jesus rose from the dead. His grave was emptied of its contents. He appeared to the disciples after his resurrection in many convincing manifestations. He now exists in his glorified body at God's right hand. There will be a resurrection of the righteous and the wicked. The bodies of the righteous will conform to the glorious spiritual body of Jesus.

#### XXIII. Of the Return of the Lord

We believe that the New Testament teaches in many places the visible and personal return of Jesus to this earth. "This same Jesus which is taken up from you into heaven, shall so come in like manner as ye have seen him go into heaven." The time of his coming is not revealed. "Of that day and hour knoweth no man, not the angels of heaven, but my Father only" (Matthew 24:36). It is the duty of all believers to live in readiness for his coming and by diligence in good works to make manifest to all men the reality and power of their hope in Christ.

#### XXIV. Of the World to Come

We believe that the end of the world is approaching; that at the last day Christ will descend from heaven, and raise the dead from the grave to final retribution; that solemn separation will then take place; that the wicked will be adjudged to endless punishment, and the righteous to endless joy; and that this judgement will fix forever the final state of men in heaven or hell, on principles of righteousness

As a "seminary on wheels" - its extension work - the Seminary has gone to where the people are and where the need is the greatest. Presently there are several extensions operating throughout the State of Mississippi. Pastors and lay church workers are able to study without the necessity of relocating or interrupting their employment. Mississippi Baptist Seminary & Bible College seeks to prepare persons for the pastoral ministry and for ministries within the church.

## OUR PURPOSE

The Mississippi Baptist Seminary's vision is to educate and develop Christians for worldwide leadership and service. The Seminary is committed to providing men and women with outstanding interdisciplinary undergraduate/graduate professional education for the practice in Biblical theology. The Seminary trains both clergy and laity for the practice of Christian ministry and various professional social vocations. The Seminary's Board, faculty and staff believe in fostering an academic environment in which students and faculty are able to dialogue about critical issues facing the church, society and the world. The Seminary's holistic educational philosophy enhances the spiritual, intellectual, and social growth of its students.

The Seminary's mission is to provide a theological education in the Baptist Tradition to persons called to serve the church in pastoral ministry and lay leadership. The Mississippi Baptist Seminary offers itself as a "Seminary on Wheels" through its extensions' work in order that persons receive theological training within or near their areas or locations.

The Seminary's Institutional Goals are:

**Goal 1: Train pastors, ministers and lay leaders capable of providing quality theological leadership in the Baptist tradition**

- To develop and deliver a comprehensive degree program curriculum.
- To maintain an active roster of highly qualified instructors, teachers and lecturers
- To implement a comprehensive plan for curriculum assessment, program and course evaluation, and student learning.
- To develop student-centered programs that foster spiritual formation, ethical leadership, and Christian values based on biblical principles.
- To use ACS HeadMaster software system to capacity to manage student records and files.
- To acquire accreditation.

**Goal 2: To establish a quality theological curriculum which will prepare candidates for the receipt of a Certificate or one or more of the following degrees:**

**Certificates, Associate of Divinity, Associate of Religious Education, Bachelor of Theology, Master of Divinity, Master**

**Of Arts in Biblical Counseling, Master of Arts in Biblical Studies**



### **And Master of Arts in Education**

- To develop and implement a curriculum for the Certificate and each degree program
- To offer Certificate programs for Christian Education and Biblical Studies
- To offer degrees for Associate, Bachelor and Master level degree programs

### **Goal 2: Develop and implement a student recruitment and retention strategy**

- To establish an Alumni Association and involve the members in recruitment plans and activities
- To establish a Student Council and encourage their participation in determining how the Seminary can best meet student needs
- To implement a plan for consistently improving support of students' success through increased scholarship support.
- To develop and maintain a system of student advising to optimize student counseling to ensure continued student progress
- To include student in the planning and implementation of the Annual Student Summit, the General Missionary Baptist State Convention, and the Academic Advisory Counsel
- To implement mechanism for student evaluation of instructors and curriculum
- To use the connection with the General Missionary Baptist State Convention to assist students to network to facilitate matriculation in ministry
- To establish an annual Student Recruitment Day at the July Session of General Missionary Baptist State Convention

### **Goal 3: Promote the sustainability of the Mississippi Baptist Seminary through the encouragement of lifelong learning**

- To establish and implement a five (5) year sustainability plan which includes yearly fundraising goals
- To identify and solicit form potential donors and supporters
- To prepare templates for contacting donors and supporters to launch a \$500,000.00 fundraising campaign
- To enlist and solicit the support of a fundraising specialist
- To establish a team of students and staff to develop and implement fundraising activities
- To establish financial management policies and procedures for fundraising activities

- To launch a \$500,000 dollar fundraising campaign annually

**Goal 4: Create an identity to promote effective communications for institutional success**

- To secure a consultant to formulate communications plan to include message, brand and tagline
- To implement an advertisement campaign that will include print materials, radio, television, and billboard advertisements
- To develop quality brochures as needed communication with various publics
- To develop a communications plan that consists of advertisements about the Seminary and its degree programs at least once quarterly

**Goal 5: Build collaborative relationships and partnerships with a variety of organizations to increase greater positive community outcomes**

- To develop relationships with colleges and universities within the State to determine how all students can be best served
- To connect with local community leaders to determine how the Seminary can assist to be a local catalyst for change
- To work with local churches to assist them in the attain of their ministerial goals

**Goal 6: Establish a Mississippi Baptist Seminary Accountability and Development plan**

- To develop and implement an Extensions Review process to ensure compliance with required policies and procedures
- To develop and implement the Academic Advisory Council which will include student participation
- To conduct an annual review of all Extensions for compliance with curriculum, program and financial requirements
- To prepare an Annual Report of the State of Affairs of the Seminary by December 30 of each year
- To convene an annual Student Summit at the Main Campus to provide a forum to share personal growth and development, research, and innovative ideas and projects

The Educational Goals and objectives are:

**Goal 1: Provide a comprehensive interdisciplinary Christian and theological education based on the Baptist tradition from a biblical perspective.**

**Objectives:**

- To develop student-centered curriculum programs that foster spiritual formation, ethical leadership, and Christian values based on biblical principles.
- Articulate effectively the distinctive of the Baptist faith in the context of the church, community and Convention affiliation.

**Goal 2: Encourage excellence in learning, teaching, research, administration and personal and professional development.**

**Objectives:**

- Increase in knowledge of the Word of God and the authority, and power of Jesus Christ in service to man.
- Communicate effectively verbally and in writing to engage an audience as the gospel is proclaimed.
- Dedicate oneself to the principle of lifelong learning and research as it relates to spiritual growth.

**Goal 3: Graduate highly qualified students who are equipped to perform in pastoral ministry and lay leadership.**

- Demonstrate Christ-like character in daily living and in relationship to mankind.
- Demonstrate the ability to think critically and logically apply scripture in love to minister to others.
- Minister effectively the Word of God, rightly dividing the Word of Truth to fulfill the Great Commission.

Mississippi Baptist Seminary's educational objectives relate specifically to the institution's vision, purpose and goals of educating and developing Christians for worldwide leadership and service. The educational objectives are:

The Mississippi Baptist Seminary's guiding principles are to achieve the highest levels of institutional effectiveness through evaluation and the implementation of programs that safeguard the integrity of our mission. The core values are adherence to biblical principles and Christian standards of social justice and the full humanity of all persons; respect for our students and our faculty, and fiscal responsibility, accountability and transparency.

## **CREDIT TRANSFERS**

Transfer credits are generally accepted by the Mississippi Baptist Seminary. All transfer students however, must earn at least thirty (30) semester hours in on campus study to qualify for a degree. In all courses of which transfer credits is awarded, the student must have received at least a grade of “C.”

## **CERTIFICATE PROGRAMS**

The Certificate program is designed for persons who do not choose to pursue a degree or who may not meet the admission requirements for one of the degree programs. Continuing education is provided in Christian Education and Biblical Studies. A certificate is awarded when the student has successfully completed thirty-three (33) semester hours in a given area.

## **DEGREES OFFERED**

### **Associate of Divinity**

The Associate of Divinity (A.Div.) degree is a two-year undergraduate degree designed for persons who desire competency in ministry without the requirements of a four-year program of study.

### **Associate of Religious Education**

The Associate of Religious Education (A.R.E.) degree is a two-year undergraduate degree designed for students who desire competency in ministry without the requirements of a four-year program of study.

### **Bachelor of Religious Education**

The Bachelor of Religious Education (B.R.E.) degree is a four-year undergraduate degree, which is terminal in nature and is designed to satisfy the prerequisite for graduate level work. Its focus is the training of Christian educators.

### **Bachelor of Theology**

The Bachelor of Theology (B.Th.) degree is a four-year undergraduate degree, which is terminal in nature and is designed to satisfy the prerequisite for graduate level work. Its focus is the theory and practice of persons called to the gospel ministry.

### **Master of Divinity**

The Master of Divinity (M.Div.) degree is offered for those students who plan to enter the gospel ministry as a profession. The student who holds a baccalaureate degree from an approved institution receives the degree of Master of Divinity (M.Div.) on the completion of the prescribed program of study. This degree has two possible tracks for consideration, an ordination track and a non-ordination track.

## **Master of Arts in Biblical Counseling**

The discipline of Biblical Counseling is designed to prepare the student to minister within the concept of the church and religious non-profit organizations to help people struggling with the problems of living. The program provides a strong background in both Biblical and theological studies to establish the foundation for Biblical Counseling.

## **Master of Arts in Biblical Studies**

The Master of Arts in Biblical Studies is designed for people who do not need a professional ministry degree. The emphasis in this degree is personal growth and development through a structured course of study of the Bible, theology and church history. This degree will enhance the ability of godly men and women to serve more effectively in their work-world and walk more intimately with their Lord. Sunday School teachers, church officers and men and women's ministry leaders are encouraged to pursue this degree as a means of shaping their skills.

## **Master of Arts in Christian Education**

This program seeks to develop a wide range of skill for providing leadership in the educational ministry of the church. This program emphasizes the integration of biblical, theological, and historical studies with educational foundations, together with the acquisition of skills in teaching and leadership.

### **MEANING OF A DEGREE**

A DEGREE FROM Mississippi Baptist Seminary indicates that the graduate has completed the requirements for the course of study. Although the M.Div. degree meets the standard educational requirements for ordination in most dominations, the degree does not certify that the graduate necessarily possesses all the biblical qualifications requisite for the ministry or adheres to the Baptist faith. Graduation from Mississippi Baptist Seminary with either the B.Th., B.R.E., A. Div., A.R.E., M.Div., M.A.B.C., or M.A.C.S. degree should not in itself be construed as a recommendation for the ministry. Ecclesiastical bodies and pulpit committees are responsible for applying their own requirements for ordination to determine the doctrinal soundness, suitability, and readiness for ministry of a particular graduate. One should check with the appropriate judiciary. *Although the Bachelor of Theology and Masters of Divinity meet the standard educational requirements for ordination for most denominations, the degree does not certify that the individual graduate possesses all biblical qualification requisites for the ministry or adheres to the Baptist faith.*

## STUDENT ACADEMIC SERVICES

The Mississippi Baptist Seminary sponsors an Academic Advising Program throughout the year for all enrolled and prospective students. A majority of the Seminary staff participate in these activities (administrators, instructional staff, registrar, business manager, extension Directors and Counselor/Advisors.) Advisement begins with the first contact that students make when they request an application. Other advisement activities follow with registration; scheduled orientation sessions for students at each academic level; and 50 minute counseling appointments with students' personal academic/career counselors. Additional assessments recommended by counselors/advisors depend on students' individual needs and are scheduled as needed at the student's convenience (daytime, evening, weekends). The curriculum focus areas of academic counseling include class scheduling; personal goal settings and development; arranging for testing to meet admission requirements; Faith-based career planning; and redefining self-following the completion of a degree at the Seminary. All students enrolling with 60 or less hours are encouraged to begin in the Summer to become acclimated to college life and to take English, Mathematics, Computer Literacy, and Seminary Success courses (No more than 15 hours).

Additionally, the Mississippi Baptist Seminary has a remediation program called Academic Development I and II. The PACE Learning System is the instrument used. The TABE test which is the assessment instrument for PACE, is administered to determine the students' level of performance in English, Reading and Mathematics. The TABE is scheduled and administered before admittance. It prescribes specific lessons to address the students' deficiencies. The admission to the Remediation Program will be assessed based on the criteria following:

1. Those students who apply with an ACT score of 16 can enroll as a freshman with no requirements for remediation. These students may self-select to participate in the Academic Development II remediation program for personal development.
2. Those who score 14- 16 on the ACT will be required to add one course (Academic Development I), for one semester.
3. The student who scores less than 14 on the ACT will be required to take two classes (Academic Development I and Academic Development II.) These students must retake the ACT or GED to meet admissions requirements.

The PACE Learning System will be used in Academic Support I as the remediation program. PACE uses the TABE test to determine the students' weaknesses and deficiencies and prescribes specific lessons to address those needs to include English, Reading and Mathematics. Once the needs have been identified, PACE systems prescriptive lesson(s) that will be facilitated by the instructor and will continue until post testing shows mastery. This is an intensive program that emphasizes skill building in reading, writing and Mathematics that are essential to Seminary success. The Semester long Academic Support Program will include classroom, individual, career counseling and computer assisted instruction. Those who fail to make an acceptable entry level score following the semester remediation, will not be allowed to enroll in the regular curriculum courses until the student can meet the required entry level requirements. Students will receive a grade of "PASS", "FAIL", or "I" for incomplete. Incompletes must be cleared within one year after dropping out. Students who fail to complete requirements in Academic Development I and II are not eligible to enroll in the regular academic program until the requirement is satisfied.

## STUDENT IDENTIFICATION NUMBERS

Each student is provided an identification number at enrollment and payment of fees. This identification number is assigned to the student for the duration of continuous enrollment with the Mississippi Baptist Seminary.

## ACADEMIC POLICIES AND PROCEDURES

### REGISTRATION

Registration should be made on the days announced in the calendar. A course may not be entered after the first week except by special permission of the instructor and with approval of the Dean of Academic Affairs. A person registering after the dates indicated in the calendar shall pay a \$10.00 late charge.

### UNDERGRADUATES

Students desiring admission to Mississippi Baptist Seminary must secure and complete the appropriate application for admission and provide letters of recommendation as specified on the application for admission. Students must request their high school to send an official six or seven semester transcript, which lists all high school course of immunization for measles, mumps and rubella. Applications are accepted year-round for admission for Spring, Summer and Fall sessions.

**The High School Course Requirements are listed below:**

<b>Subject</b>	<b>Carnegie Units</b>	<b>Description</b>
<b>English</b>	<b>4-</b>	<b>Must have writing component</b>
<b>Mathematics</b>	<b>3-</b>	<b>Algebra I, Geometry, Algebra II or higher</b>
<b>Science</b>	<b>3-</b>	<b>Biology, Advanced Biology, Chemistry, Advanced Chemistry, Physic, and Advance Physical Science or other science course with comparable rigor and content</b>
<b>Social Studies</b>	<b>2-</b>	<b>United States History, World History, Government (½unit) and Geography (½ unit) or Geography (½unit)</b>

<b>Advanced Electives</b>	<b>2-</b>	<b>Choose from a foreign language, Geography, a math above Algebra II or a science from those listed above (1 unit must be in Foreign language or Geography)</b>
<b>Computer Application</b>	<b>1/2-</b>	<b>Choose Computer applications/programming course</b>
<b>Visual and Performance Arts</b>	<b>1</b>	
<b>Pre-High School Units</b>		<b>Algebra I, first year Foreign Language or Mississippi Studies or Computer Applications taken prior to high school will be accepted for admissions provided the course content is the same as the high school course.</b>

**Unofficial transcripts will not be accepted from students. Official ACT or SAT scores of 16 or more, for all applicants finishing high school within the past five years are to be mailed to the Office of the Registrar.**

These documents must be sent to:

Mississippi Baptist Seminary  
 3160 J. R. Lynch Street  
 Jackson, MS 39209

Applicants who do not graduate from high school must submit qualifying scores on a state approved high school equivalency examination, transcript which denotes academic performance. The Seminary recognizes General Education Development (GED testing Service).

The original admissions documents will be collected by the Extensions' Administrative Assistant and mailed to the Official Registrar, located at the Main Campus with seven day of receipt.

Students who do not meet the requirements for admissions, will be invited to enroll in Academic Develop I, a semester long remediation program to address the student's deficiencies to include the subjects English, Reading and Mathematics. Upon successful completion of these subjects, the student will be guided to take or retake the General Education Development Test and/or ACT examination to achieve an acceptable entry score. Those who receive an acceptable entry level score after retaking the General Education Development Test and/or ACT, will be allowed to enroll in a regular academic program as a freshman, but are eligible to participate in the Academic Support Program for the remainder of their Freshman year. The Academic Development I and II



remediation courses in English, Reading, and Mathematics are intensive and will not be included as credits toward graduation. Another semester long Academic Support Program, Academic Development II is required for students who score 14 – 16 on the ACT and will include classroom, individual, career counseling and computer assisted instruction.

Those who fail to make an acceptable entry level score following the semester long remediation, will not be allowed to enroll until the student can meet the required entry level requirements.

## **GRADUATES**

Students desiring admission to Mississippi Baptist Seminary under the Graduate degree programs must secure and complete and submit the appropriate application for admission, two official copies of transcripts from all accredited colleges/universities attended, proof of immunization for measles, mumps and rubella, and provide letters of recommendation as specified on the application for admission. Applications are accepted year-round for admission for Spring, Summer and Fall sessions. Unofficial transcripts will not be accepted from students.

The original admissions documents will be collected by the Extensions' Administrative Assistant and mailed to the Official Registrar, located at the Main Campus with seven day of receipt.

Documents must be sent to:

Mississippi Baptist Seminary

3160 J. R. Lynch Street

Jackson, MS 39209

## TUITION AND FEES

All tuition and fees are to be paid in full at the time of registration each term. No exceptions will be made unless prior arrangements have been made with the Registrar in the Main Office.

### TUITION CHARGES:

Master Degree	\$60.00 per credit hour
Bachelor Degree Courses	\$40.00 per credit hour
Continuing Education Courses (Audit)	\$60.00 per course

### FEES:

Application (new students only; non-refundable)	\$35.00
Registration (each semester)	\$30.00
Late Registration	\$20.00
Graduation	\$110.00
Transcript	\$8.00

## REFUND POLICY

After 1<sup>st</sup> class meeting      90%

After 2<sup>nd</sup> class meeting      40%

**Note:** No refunds will be given after the 3<sup>rd</sup> class meeting

“These costs are accurate at the time of this publication. Tuition, fees and book prices may change in the future, and will be reflected in future editions of the publication. Fee changes will be approved by the Seminary Board of Directors. Each student is billed 100% of the tuition and fees due. Unpaid balances are subject to referral to collection agencies.” Tuition adjustments are based upon the date classes begin and the dates by which a student adds or withdraws. To add a course, students must secure forms from the Registrar before the deadline to add the course. Students withdrawing before the end of the semester must complete an application for withdrawal form secured from the Registrar.

## FINANCIAL AID

The Mississippi Baptist Seminary is a division of the General Missionary Baptist State Convention of Mississippi. As a division, it derives its primary support from churches and associations of the Convention. Therefore, student fees constitute only a fraction of the Seminary’s income. To make quality education available to all, students pay only a small portion of the entire cost of their education. The balance is borne by gifts received by the Seminary.

## SCHOLORSHIPS

“The primary purpose of the Reverend Dr. S. L Spann, Sr. Memorial Scholarship is to provide financial support to deserving young ministers from the State of Mississippi to attend a Theological Seminary. Young Ministers entering a Theological Seminary for the first time will be given first priority. However, all other applicants will receive consideration. The amount of the award is determined annually with regard to the number of qualified applicants and the availability of funds. The Scholarship Award is granted once the recipient has shown matriculation of enrollment. Application forms are available by written request or by email at [nalz424@att.net](mailto:nalz424@att.net). The eligibility criteria is the applicant must be a baptized believer in the Lord and Savior Jesus Christ; must be a citizen or legal permanent resident of the United States residing in the State of Mississippi; have attained a minimum GPA of 2.5 on a 4.0 scale; be enrolled in at least two classes for the current or upcoming semester; show evidence of academic achievement and religious/community service; have a significant financial need and submit a resume, transcript from most recent educational training, two sealed letters of recommendations and a minimum 500 word essay. Specific details can be secured from the Registrar.

## GRADING SCALE

The following system of letters is used in grading the work of students:

Quality points are assigned as follows:

A	97-100	D+	75-77	A – 4
A	94-96	D	72-74	B – 3
B+	91-93	D-	70-71	C- 2
B	88-90	F	69 – below	D – 1
B-	86-87			F – 0
C+	83-85	I-Incomplete		
C	80-82	W-Withdrawn		
C-	78-79	WP-Withdrawn Passing		

Grade point averages are computed by dividing the total hours for which the student is officially enrolled into the total number of quality points earned each semester.

When a student desires extension of time to complete a course, a written request must be submitted to the Dean of Academic Affairs prior to the end of the term. The request must state the reason(s) and indicate which of the following cases is proposed: (1) In the case of illness, death in the immediate family or other unavoidable circumstance, the Dean will grant permission for the work to be completed within a thirty (30) day grace period and will notify the faculty. (2) In the case of unavoidable circumstances, the Dean will grant permission for a thirty (30) day grace period with final grade to be lowered by one letter. A course not completed in the grace period will receive a grade of “F” unless exception is made.

When any exception to the above policy is requested, a committee chaired by the Dean and including the student's advisor and the professor(s) involved will render a judgment in the particular instance.

### **COURSE EVALUATIONS**

Each semester students are asked to complete a course evaluation for each class completed. The Professor should designate a student to distribute and collect the student evaluations at the end of the semester. If an evaluation form is not given to the student, the student may pick up copies from the Seminary Office and return the completed forms to the Seminary Office. Class Evaluations are discussed as a whole at the Annual Faculty Meeting. A Professor may review class evaluations at any time by contacting the Registrar or Dean of Academic Affairs.

### **STUDENT TENURE**

Student tenure is based upon satisfactory completion of course requirements. Any violation of school policy may be considered cause of dismissal. All decisions regarding the application of the rule of tenure are made by faculty with the right of appeal to the Board of Directors of the seminary.

### **GRADUATION REQUIREMENT**

1. A completion of the required curriculum with a "C" (2.0) average on all work taken.
2. The Seminary must have on file the official transcripts of student showing that he/she holds a high school diploma or its equivalent.
3. The student must clear all financial obligations to the seminary and give assurance that all accounts have been settled.
4. Successful completion of a comprehensive English bible examinations may be repeated until it is passed. A grade of C is considered a passing grade.
5. All pastors and ministers must have completely read an English version of the Holy Bible (Genesis 1:1-Revelation 22:21)

All students expecting to graduate must make formal application for graduation to the Seminary through the registrar at the time of registration for their final semester of academic work.

### **WITHDRAWALS/DROPPING A COURSE**

Any student desiring to withdraw from study must state his/her intention in writing to the Dean of Academic Affairs. The effective date of withdrawal is the date the letter is received by the Dean of Academic Affairs. Failure to comply with this regulation forfeits the student's right to the tuition refund to which he/she may be entitled and the assignment of an administrative grade of "F" in the courses in which he/she has enrolled

## ADDING A COURSE

Tuition adjustments are based upon the date classes begin and the dates by which a student adds or withdraws. To add a course, students must secure forms from the Registrar before the deadline to add the course.

## CODE OF ETHICS

### Academic Integrity

Mississippi Baptist Seminary assumes that all of its students desire to pursue all academic work with honesty and scholarly integrity. Breaches of academic honesty and integrity are infringements of the mutual faith and trust essential to the academic enterprise. Activities that have the effect or intention of interfering with education, pursuit of knowledge, or fair evaluation of a student's performance are prohibited. Examples of activities include, but are not limited to, the following definitions.

- Cheating - Using or attempting to use unauthorized assistance, material, or study aids in examinations or other academic work, or preventing or attempting to prevent another from using authorized assistance, material, or study aids.  
  
Examples: using a cheat sheet in an exam; altering a graded exam and resubmitting it for a better grade, and so on.
- Plagiarism – Using the ideas, data, or language of another without specific and proper acknowledgement. Examples: misrepresenting another's work (paper, report, article, or computer work) as one's own original creation and submitting it for an assignment; using someone else's ideas without attribution; failing to cite a reference or to use quotation marks where appropriate, and so on.
- Fabrication – Submitting contrived or altered information in any academic exercise. Examples: making up data, fudging data; citing nonexistent or irrelevant articles, and so on.
- Multiple Submissions – Submitting, without prior permission, any work submitted to fulfill another academic requirement. Example: submitting the same paper for two different classes without the instructor's express prior approval.
- Misrepresentation of Academic Records – Misrepresenting or tampering with or attempting to tamper with any portion of a student's transcripts or academic record, either before or after coming to Mississippi Baptist Seminary. Examples: forging a Registration Form or a grade report; tampering with computer records, and so on.
- Facilitating Academic Dishonesty – Knowingly helping or attempting to help another violate any

provision of this code. Example: working together on an exam or others' assignments intended to be an individual project without the instructor's express or prior approval.

- Unfair Advantage - Attempting to gain unauthorized advantage over fellow students in an academic exercise. Examples: gaining or providing unauthorized access to examination materials (either past or present); obstructing or interfering with another student's efforts in an academic exercise; lying about a need for an extension for an exam or paper; continuing to write even when time is up during an exam etc.
- Computer Crimes - Damaging or modifying computer programs without permission. Examples: piracy of copyright protected software; hacking; constructing viruses; knowingly introducing viruses into a system; copying programs and data belonging to others, and so on. Those students whose work definitively can be shown to breach academic honesty or scholarly integrity will face academic investigation. Sanctions will be imposed, ranging from course failure to dismissal from the school.

## **Authority**

The Mississippi Baptist Seminary and Board of Trustees have responsibility of maintaining "appropriate standards of conduct of students." This duty has been delegated to the Dean of Academic Affairs. The Dean of Academic Affairs is further authorized to expel, dismiss, suspend and place limitations on continued attendance and to levy sanctions for student conduct violations and is responsible for receiving and examining student conduct matters related to the behavior of students, student groups, and/or student organizations. In addition, the Dean of Student Academic Affairs with approval of the Board of Directors, have the discretion in determining the appropriate sanction (s) for students, student groups, and/or student organizations found responsible for violating the Student Code of Conduct.

## **Student Conduct Procedures:**

Student Conduct procedures may be initiated against a student, student group, and/or organization upon receiving and examining an official incident report and/or valid complaint regarding the behavior of a student, student group, and/or student organization. Any person affiliated with the Mississippi Baptist Seminary community, students, faculty, visitors, guests, and staff may bring complaints of misconduct against a student or group of students. To initiate a case, allegations must be presented to the Extension Director. After receiving allegations of misconduct, the Extension Director will provide a written incident report to the Dean of Student Affairs who will review the allegations and determine an appropriate individual or group to hear the case, or determine whether to pursue an informal resolution process. All allegations should be submitted at the earliest opportunity after an incident occurs. Yet, there is no time limit on reporting violations of the Student Code of Conduct. However, the longer someone waits to report an offense, the harder it becomes for Seminary Staff to obtain information and witness statements and to make determinations regarding alleged violations. As necessary, Seminary Staff reserve the right to initiate a complaint, and initiate conduct proceedings without a formal complaint by the victim of misconduct. Once an incident report is received, the Dean of Student Affairs will determine whether or not the behavior warrants action. In the event a sufficient cause is determined, the Dean

of Student Affairs reserves the right to conduct an administrative hearing or assign the case to a student conduct committee. All Student Affairs Conduct Committee members are trained students, faculty, and staff members. This committee shall hear cases which may result in a student, student group, and/or student organization being admonished, exonerated, receiving a letter of warning, being for counseling, receiving a fine, being placed on probation, losing privileges, being assigned a research assignment or reflection journal, paying restitution, being required to attend workshops/seminars, being suspended or being expelled from the Seminary.

## **Notification Process**

The initial form of communication with a student, student group, and/or student organization named in an incident report will be via phone and/or e-mail. These methods will be used to provide the charges being brought against the student, student organization, or student group and will also outline the requirement of contacting the Dean of Academic Affairs or designee, in order to schedule the hearing.

Hearings may only be scheduled via phone, e-mail, or by the student scheduling in person. In cases where the student schedules a hearing less than 48 hours prior to the hearing, the 48 hour notification process outlined below, becomes null and void. When there are more than five (5) students involved in a case, the Dean of Academic Affairs reserves the right to schedule the hearing date and time for all students involved, without confirmation from the students due to the number of individuals involved. Documentation can be provided to students for missed classes or work responsibilities when such circumstances exist. Failure to report to the Dean of Academic Student Affairs after being properly notified may result in the student, student group, or student organization being charged with “Failure to Comply” and/or “Contempt of Hearing.” In this case, a decision will be made in the student’s absence based on the information outlined in the incident report and any information gathered from the investigation.

## **Student Rights During the Hearing Process**

When the hearing date, time and location have been determined, the student, student organization or student group will be notified. The notice will be via letter or e-mail outline the charges and advising the student(s) of their rights and responsibilities. The student(s) have the right to:

1. Know with 48 hours of the hearing the time date and location; and who will be responsible for adjudication.
2. Know that the student, student organization or student group are permitted to have witnesses present and they are allow to present evidence.
3. Know that they have the right to be have a representative of their choice present for support only not to ask questions or to give input. They may advise the student, student group or organization of their fifth Amendment Rights.
4. The accused is permitted to ask questions or to question evidence presented.
5. Know that failure to appear will result in “Failure to Comply” or “Contempt of Hearing”
6. Know that the Seminary will follow the Hearing Process outline below.

7. Confirmation that records pertaining to the hearing will be maintained in the office of the Dean of Academic Affairs.

## **Hearing Process**

The purpose of the Hearing is to conclude whether the accused has violated a code of conduct that warrants adjudication and possible sanction. The student or student organization is required to attend the hearing. If they fail to attend, the hearing will be held in their absence and a determination will be made. All matters relating to the hearing will be held in confidence and the records will be maintained in the office of the Dean of Academic Affairs.

The hearing will proceed as follows:

1. Call to order by the chairperson;
2. Presentation of the violation (s);
3. Response from the accused student, student group, or student organization to the violation (s). The accused may plead responsible, not responsible, or no plea.
4. Presentation of the case against the accused, which may include testimony of witnesses and supporting information on the violation. The accused may ask questions of the witnesses.
5. The accused may present a response which may include testimony of witnesses and supporting information.
6. All witnesses will be called separately and may not hear each other's testimony.
7. Examination and questioning by the hearing committee may follow any witness statement or information presented.
8. The decision is reached by the Dean of Academic Affairs (administrative hearing) or members of the Student Affairs Conduct Committee (student conduct committee hearing) as to whether the accused is "responsible" or "not responsible" for violating the Student Code of Conduct.
9. If possible, the accused is usually informed in writing of the outcome (responsible or not responsible) of the hearing and sanctions within a minimum of three (3) business days after the hearing. In the event a decision cannot be made within three (3) business days, the accused will be informed by the Dean of Academic Affairs

## **Appeal Process**



Students, student organizations or student groups may appeal the decision made by the Dean of Academic Affairs if there was a substantial violation of the Hearing Process or there is new evidence to be presented.

One day after receipt of the decision of the by the Academic Dean in the Hearing, the student, student group, or organization will submit in writing to the Seminary President supporting documents with the appeal letter. Specific grounds must be delineated as to why there is a need for appeal.

After receipt of the letter of appeal the President will determine if an appeal is justified and will notify the aggrieved within five days of the receipt of the letter of appeal. If the appeal is justified, the student is notified of the time and location to be present. The aggrieved is allowed to have representation, however, the representative is there only in a supportive role and to advise of their Fifth Amendment Rights.

The decision of the President is final.

### **LIBRARY**

The Mississippi Baptist Seminary has use of Reform Theological Seminary's Library facility located at 5422 Clinton Boulevard, Jackson, Mississippi 39209. Students are allowed to use the materials in-house. The library grants borrowing privileges to area pastors/preachers.