

## Undergraduate Programs

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### HIGH SCHOOL RECORD

An applicant for regular standing must be a graduate of an accredited high school with a scholastic record (including SAT I or ACT scores) which indicates ability to pursue higher education successfully.

Biola University welcomes applications from students who have been home schooled. A transcript showing high school work completed, SAT or ACT scores, two references, and a personal interview are required. GED scores may be requested at the discretion of the Director of Admissions. Students must be 17 years of age by the time of enrollment at the University. Homeschooled students are eligible to qualify for all merit scholarships.

The applicant must have a high school diploma. The following is a recommended college prep curriculum: English (four years), mathematics (three years), science (two years, including a laboratory science), foreign language (four years), social science (two years). Additional high school course electives are recommended as well. Prospective students interested in the nursing program must take chemistry and algebra in high school.

Applicants are urged to have at least two years in one foreign language in high school. The applicant with four years of the same language in high school will not have to take any foreign language unless majoring in Bible, which requires Greek. Those with no foreign language in high school or wishing to begin a new language in college to meet the general education requirement, must take 12 units (3 semesters) of foreign language for most majors. Catalog information regarding each major will indicate any exceptions to this rule.

### ADMISSION PROCEDURE

The following must be filed in seeking admission:

1. The personal application form, including an identification picture. The application for admission must be accompanied by a \$45 non-refundable application fee.

2. An official high school transcript. The applicant should request the high school to send this directly to the Office of Admission.

3. An official transcript sent directly to the Office of Admission from each school the applicant has attended since high school. This includes schools attended for even part of a semester. Those applying to the education or nursing programs should have an additional copy of each school's transcript sent directly to the appropriate department.

4. Two personal references: one from the applicant's pastor or someone on the pastoral staff who knows the applicant and one from the school last attended (teacher or counselor) or from an employer if the applicant has been out of school for at least one year and has been working.

5. The scores of the Scholastic Aptitude Test I (SAT I) of the College Entrance Examination Board or the ACT must be submitted. Information regarding testing dates may be secured from a high school counselor. Applicants are encouraged to take the SAT I or the ACT no later than the January testing date. The SAT I is preferred.

6. Interview: All applicants are expected to participate in an interview with an admissions representative prior to a

decision on their application. On-campus interviews are preferred, when possible, but phone interviews are substituted when travel distance to Biola prohibits the campus visit.

7. Application deadline for fall is March 1 and for spring is December 15. Applications may be submitted after deadlines (late fee of \$55), and will be considered and processed if space is available and time allows.

### Application Deadlines

#### Fall

<i>File completed by:</i>	<i>Notification:</i>
December 2 (Early Action #1)	December 20
January 15 (Early Action #2)	February 15
March 1 (Regular Deadline)	March 20

*Note: Files completed after March 1 will be processed on a bi-monthly basis with notification of admittance beginning after April 1. Applications are considered late after March 1 (late fee of \$55) and will be processed if space is available and time allows.*

#### Spring

<i>File completed by:</i>	<i>Notification:</i>
December 15 (Early Action #1)	Rolling Basis

*Note: Official documents presented for admission or evaluation become part of the student's academic file and cannot be returned or copied for distribution.*

### HOMESCHOOLED STUDENTS

As a homeschooler seeking admission, there are two means by which you can apply:

#### 1. Standard Procedure

Applicants must submit an application along with high school transcripts, SAT or ACT scores, two references and a personal interview.

*Note: Contact Office of Admission for transcript guidelines.*

#### 2. Procedure Without Transcripts

Applicants must submit an application along with the GED or State Certificate of High School Proficiency, SAT or ACT scores, two references and an interview.

Please contact the Biola Transfer Counselor or the Transfer Evaluator with any questions regarding courses at a Community College.

### NOTIFICATION

Applicants who are granted acceptance are required to validate their acceptance by the payment of an enrollment deposit of \$100 (non-refundable after May 1).

Accompanying the letter of acceptance will be a health form, which must be properly completed by both the applicant and the applicant's physician prior to enrollment. A medical consent form is also required of single students under the age of 18 at the time of entrance.

### TRANSFER STUDENTS

Transfer students must present the same application forms and transcripts as those applying for freshman standing. The transcript from the last school attended must bear the statement of honorable dismissal. The Office of the Registrar has final authority for the release of transfer credits into Biola University.

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Transfer students with less than 27 semester units of regular college work must qualify for admission on the basis of both their high school and their college record. Those transferring with 27 semester units or more of college work will be considered primarily on the basis of their college grades (high school graduation transcript is still required). A cumulative GPA of 2.5 is required for admission to Biola. A minimum grade average of “C” (2.00) is required to transfer college units into Biola on each course attempted at the college level.

Transfer students will not be required to take the SAT I or the ACT if given sophomore classification upon entrance (requires 27 semester units of accepted credits). However, all transfer students entering the nursing program must have the SAT I or the ACT.

Transfer students coming from institutions which are not accredited or recognized may be given the opportunity to validate credits through the College Level Examination Program or through consultation. Information on this procedure is available from the Registrar’s Office. Provisional credit for liberal arts courses from non-accredited institutions will be granted in accordance with the policies of state colleges or universities of the state in which the institution is located. Provisional credit is considered validated only when the student performs at the “C” level or better following enrollment in Biola University.

Only college-level credit earned during the 11th and/or 12th grade will count toward Biola’s curriculum. For students with previous credit, a combined maximum of 32 units will be awarded for all forms of advanced credit options including AP, CLEP and IB.

### **COMMUNITY COLLEGE TRANSFER**

A student will be permitted to transfer a maximum of 70 units of credit from a community college. Upper division credit cannot be allowed for courses taken at a community college. Final authority for the acceptance of transfer credits into Biola University rests with the Office of the Registrar. Current students taking courses at local community colleges while enrolled at Biola should request written prior approval of courses in order to assure that transfer credit will meet the needs of their curriculum. No course below a “C” (2.0) grade will be transferred from another institution. Credit/No credit and Pass/Fail courses should not be taken. Vocational or technical courses will not be accepted for university credit. Admission counselors are prepared to give academic advisement to those attending, or planning to attend, community colleges with the intention of transferring into Biola University.

### **DISTANCE EDUCATION**

Biola University will accept credit for equivalent courses from schools accredited by regional or national agencies recognized by CHEA (Council for Higher Education Administration), including courses by correspondence/distance earning.

### **BIBLE RESIDENCY REQUIREMENT**

Biola has a residency requirement for biblical studies. Of the 30 units of Bible required of all students, 15 units must be taken at Biola. Students may petition the Registrar’s Office for an exception to this rule. Transfer credit, credit for prior learning or credit by examination may not be used to fulfill the minimum residency requirement.

### **GENERAL EDUCATION OPTIONS FOR TRANSFER STUDENTS**

Transfer students may fulfill their general education requirements by completing Biola University’s General Education Curriculum or, prior to enrolling at Biola, completing the Intersegmental General Education Transfer Curriculum (IGETC).

The IGETC model for the California State University (CSU) and University of California (UC) systems are accepted by Biola University with the following provisions:

1. The current foreign language requirement for all Bachelor’s degrees cannot be completed by the IGETC certification.
2. The minimum of 130 units for graduation will stay the same.
3. In addition to the IGETC, all prerequisites and support courses for existing majors must be met.
4. Transfer students following the IGETC must complete it before they enroll at Biola University. Students who do not complete it before they enroll will follow the Biola General Education curriculum.

### **ADVANCED PLACEMENT PROGRAM**

Biola University, as a member of the College Entrance Examination Board, recognizes the merits of the Advanced Placement Program and will grant credit for Advanced Placement courses taken in high school. Credit will be given when recommended by the high school and when the Advanced Placement examination grade is 3 or better.

*Note: A maximum of 32 units can be awarded for all forms of advanced credit (AP, CLEP IB, etc.) Military credit is unlimited. The maximum for CPL is 30 units.*

### **COLLEGE LEVEL EXAMINATION PROGRAM**

Biola University subscribes to the College Level Examination Program (CLEP) of the College Entrance Examination Board. Biola University encourages transfer students from non-accredited schools to validate certain credits on the basis of the examinations provided by this program. High school students with superior records are encouraged to take the general examinations prior to attending Biola University.

Credit for CLEP general examinations will be awarded only in those areas where a general education requirement has not been met by previous college coursework and only up to the amount needed to complete the requirement. (For example, a minimum of only eight units in the sciences and mathematics will be released if the students have no credits in these areas.) Elective credit will not be given for the general examinations of CLEP.

Credit will be awarded for CLEP subject examinations in areas not covered by CLEP general examinations, provided no college credits have been attempted or earned in the same field. Students should not take English composition through CLEP.

Students are advised to take the CLEP test as early as possible in their college program to receive the maximum value from them. Normally, students are allowed to take CLEP only until 27 semester units of college-level work are completed. Students are allowed to take the Foreign Language test at any time. Biola University reserves the right to determine the score

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at which credits will be released and the amount of credit awarded. The Office of the Registrar has final authority for the release of CLEP credits into Biola University.

### CHALLENGING A COURSE

A student may be able to challenge a course or requirement if the department has a challenge exam available. Check with the specific department to see if a comprehensive challenge exam is available.

If a student's performance on a comprehensive examination demonstrates a good grasp of the course content, an exemption from taking the course may be given but no units or credits will be allowed.

However, in the case of the R.N., L.V.N. and Bible survey courses, a student may be granted credit units based on the successful completion of the challenge examinations. Specific information regarding these examinations is available from the Nursing and Bible departments. For further information see the University Registrar.

### ACADEMIC STANDARDS

A minimum grade point average of "C" (2.00) is necessary to graduate. With the exception of Business, Education, Foreign Language and Nursing departments, a grade of "D" is accepted as a passing grade in a single course. However "D" quality of work in general is normally insufficient to allow the student to progress from level to level. Higher GPA minimums are required before admission to teaching and nursing. Nursing students should see the department for GPA admission requirements. Students receiving less than a "C" grade in any nursing course must repeat the course to progress in nursing. Students who transfer units from other institutions must maintain an average grade of "C" in all work completed at Biola University as requirement for graduation. All students must have a minimum of a "C" average (2.00) in their major field.

#### *Academic Probation*

Any student whose cumulative grade point average in Biola University falls below "C" (2.00) is placed on academic probation. Probation indicates a period of trial and the student must achieve better than a 2.00 average the subsequent semester or face the possibility of being disqualified. A student is restricted from participation in extracurricular university activities and the academic load will be limited during this period of probation to a maximum of 13 units each semester. Students on academic probation must participate in the Learning Skills Program.

#### *Academic Disqualification*

A student may be disqualified at any time if his grades are below a 1.00 GPA in one semester or if he has achieved minimum grades for two successive semesters. A student who is considered for disqualification may make written appeal to the Office of the Registrar to be allowed to continue on strict probation as determined by the Academic Standards Committee. A disqualified student may apply for re-admission only after a full year has elapsed. After one year, he may apply for re-admission only if evidence is given which indi-

cates that chances for scholastic success are good. A student who has been disqualified twice may not be re-admitted.

*For full statement on satisfactory academic progress, please see the Academic and Behavioral Standards section of the catalog.*

### GENERAL EDUCATION PROGRAM

The general education program at Biola is designed to support the university's distinctively Christian mission by giving specific attention to four themes: (1) developing intellectual skills, (2) educating whole persons, (3) understanding our Christian heritage, and (4) becoming thinking Christians. All four themes presuppose the hallmarks of any genuine university education which are honest inquiry after truth and the development of creativity. The knowledge and skills gained from courses in general education will be further developed by students in their major fields of study and in their life long learning.

#### *Philosophy of General Education*

I. *Developing Intellectual Skills:* Because all students need to strengthen and supplement the set of intellectual skills they acquired in their primary and secondary education, Biola devotes part of its general education requirement to specific and intensive training in those skills. Cultural, technological, and other developments may from time to time require changes in the list of skills studied in our general education courses.

II. *Educating Whole Persons:* Our general education courses seek to educate students as human beings rather than as prospective members of particular professions. This "whole person" approach to education is designed to help prepare our students to succeed in their roles in the family, the church, and the larger society of our culturally diverse world. It pays particular attention to the spiritual formation and character development of students by faculty members who are open and honest about their own need for growth. To assist students in their holistic development, the program includes traditional education in the arts and sciences, supplemented by contemporary explorations of important issues. As a Christian university, Biola rests its primary understanding of what "whole persons" are and need on the basis of the central teachings of the Christian faith. This understanding guides every aspect of our general education program.

III. *Understanding Our Christian Heritage:* An essential element of Biola's general education program is its requirement in biblical and theological studies. This curricular emphasis is integral to Biola's institutional history, and it is foundational to a mature understanding of our heritage as Christians. Although the biblical and theological courses may address any aspect of the Christian heritage right up to contemporary developments, they are supplemented across the general education curriculum by other courses that give students further exposure to the broad range of Christian thought and cultural contribution since the close of the New Testament canon.

IV. *Becoming Thinking Christians:* The general education program at Biola aims at assisting our students to develop an intellectually mature understanding and practice of their Christian faith. To accomplish this, the program provides students with biblically-informed critical assessments of beliefs and

practices prominent in the contemporary world, and it trains them to make their own Christian assessments of these things. A goal of every course is to challenge the students to put their maturing Christian thinking to use in the conduct of their lives.

#### *Biblical Studies and Theology Requirement*

Thirty units of biblical studies and theology must be included in the program of each student. Each student must take at least one course each semester until the requirement has been fulfilled. The following are required:

##### **Foundational Courses**

BBST 103	The Bible and Spiritual Formation	3
BBST 105	Foundations of Christian Thought	3
BBST 109	Old Testament History and Literature	3
BBST 110	New Testament History and Literature	3

##### **Intermediate Courses**

BBST 251	Christian Thought I	3
BBST 254	Christian Thought II	3
BBST 306	Early Christian History — Acts	3

##### **Elective Courses**

BBST 300/400	Level Bible Elective	3
BBST 300/400	Level Bible Elective	3
BBST 465	Integration Seminar*	3

(\*May be repeated with different content for a maximum of six units counted toward graduation)

*Note: Students who select a liberal arts major may count only a total of 30 units of biblical studies and theology toward the required units for a degree. In the BOLD Program, elective units counting toward the graduation requirement cannot be taken in biblical studies. (Biblical studies and Christian education majors may count unlimited biblical studies or theology units toward the required units for a degree.) Challenge exams are available (see Biblical Studies section).*

*Part-time students (less than 12 units per semester) are required to include at least one biblical studies and theology course within each 15 units completed at Biola University unless the 30 units requirement has been met. Part-time students seeking a degree from Biola University must complete the entire requirement as outlined above.*

#### *Arts and Sciences Requirement*

The students must make selections from the following courses in the arts and sciences.

First Year Seminar	1 unit required
<i>(Not counted toward total number of units for graduation. Required of all new students and students transferring with 12 units or less.)</i>	
Communication	3 units required
Foreign Language	12 units required
English	6 units required
Literature	3 units required
Fine Arts	3 units required
History	7 units required
Philosophy	3 units required
Physical Education	4 units required
Behavioral Science	3 units required
Science/Mathematics	8 units required

The courses that fulfill the general education requirement are the following:

#### **Communication**

**3 units**

Any one of the following will fulfill this requirement:

- COMM 100 Introduction to Public Communication
- COMM 170 Small Group Communication
- COMM 181 Introduction to Argumentation and Debate
- COMM 280 Oral Interpretation

#### **Foreign Language**

**12 units**

If you have completed: (of the same language) You will be required to take: (of the same language)

	BA	*BS
1 year high school	12 units	4 units
	Elementary 1 and 2 and first semester	Intermediate
2 years high school	8 units	None
	Elementary 2 and first semester	Intermediate
3 years high school	4 units	None
	First semester	Intermediate
4 years high school	None	None

*\*Conversational language courses may be used toward the B.S. requirement but not the B.A. requirement. If you take a classical language for your foreign language you must take it through the 102 level for a B.S. degree.*

Students with two years of a high school language must take the 102 and 201 sections of the same language in order to complete the B.A. requirement. However, the instructor of each class may require an unprepared student to change to a lower level class. Enrollment in Spanish classes will be determined on the basis of a mandatory placement exam. Students who do not maintain continuous enrollment in the program must be retested and placed accordingly. If the student needs to review prior coursework, he should audit the appropriate lower-level course. Repeating a level for credit will forfeit all prior experience credit for that level and above.

Exceptions to this policy are noted under the appropriate departments (please note the unit difference per semester for classical languages). International students for whom English is a second language need not take a foreign language under certain circumstances. In addition, students who have acquired a second language without taking high school or college classes in it may be eligible for a waiver of the requirement. (For advisement see the Foreign Language Department.) *All non-native speakers of English will be able to count 12 units of 103 level and above toward graduation. For students pursuing the B.A. degree, the 12 units of ESL will satisfy the foreign language requirement. For students pursuing the B.S. degree, four units will satisfy the foreign language requirement, and an additional eight units can be counted as electives. Biola now accepts American Sign Language to fulfill the foreign language requirement.*

#### **English**

**6 units**

- ENGL 100 Basic Studies in Critical Thinking and Writing
- or*
- ENGL 110A Critical Thinking and Writing
- and*
- ENGL 110/B Critical Thinking and Writing

All students scoring less than 480 on the verbal section of the SAT (or 16 ACT) must enroll in English 100, unless they receive a score of 510 or better on the SAT II Writing

Exam. There will be a late make-up fee of \$25 when placement exams are not taken on the dates indicated in the student's acceptance letter. Non-native English speakers who do not pass the Biola English Placement Exam (BEPE) must enroll in the prescribed English for Non-Native Speakers course(s) prior to enrolling in English 100.

*Note: International students, please see the English Language Studies section of the catalog for English 103, 105, 107, and 109.*

**Literature 3 units**

- ENGL 220 Film and Literature
- ENGL 230 Literature in Context
- ENGL 240 American Literature

Students may take any one of the above courses to fulfill the literature requirement.

**Fine Arts 3 units**

Any one of the following will fulfill this requirement:

- ARTS 100 Art Appreciation
- MUSC 101 Introduction to Music
- COMM 160 Introduction to Drama

**History 7 units**

To fulfill the seven-unit history requirement, History 207 or 208 is required as well as either History 105 or Political Science 205.

History 105 United States History (4 units required)  
or

Political Science 205 Survey of American Government  
Science 205 (4 units required)

Students who may have completed three units of United States History or United States Government are advised to take History 115, Perspectives on American History (1 unit) or Political Science 215, Perspectives on American Government (1 unit) to complete the requirement.

History 207 or 208 World Civilizations I or II (3 units required)

*Note: An alternate route for meeting the requirement for History 207 or 208, History 105 or Political Science 205 is to take the appropriate History department proficiency examination. The examinations are given twice a year in September and February. For those students, who pass the examination, upper division History courses will be substituted in lieu of History 207 or 208, History 105 and Political Science 205. Appropriate upper division coursework is determined in consultation with the History department.*

**Philosophy 3 units**

Any one of the following will fulfill this requirement:

- PHIL 210 Introduction to Logic
- PHIL 211 Introduction to Ancient Philosophy
- PHIL 212 Introduction to Medieval Philosophy
- PHIL 213 Introduction to Modern Philosophy
- PHIL 214 Introduction to Philosophy
- PHIL 215 Introduction to Ethics
- PHIL 216 Introduction to Philosophy and Aesthetics

**Physical Education 4 activities**

Each student is required to complete four activities of physical education to be eligible for graduation. Selection from the following skill classes (110, 130, 140, 150). Students may select one unit of recreation skill to meet the general education requirement. *Note: First Aid and CPR do not count as P.E. activity credit.*

A student may enroll for one activity and repeat once at a higher level if offered (intermediate or advanced) for general education purposes. Example: A student who has taken beginning volleyball once may take it at the intermediate/advanced level once. In addition, two different activities are required to fulfill the four activity general activity requirement. Students 21 at the time of entrance to Biola are exempt from the physical education requirement.

**Behavioral Science 3 units**

Anthropology 200, Psychology 200 or Sociology 220, or 362.

Check the catalog to determine which majors require Psychology 200 as a support course.

*Note: Psychology 200 is required for all majors leading to a teaching credential.*

**Science/Mathematics 8 units**

Eight units are required in science and/or mathematical sciences. Computer Science courses may not be used to fulfill the Science/Mathematics requirement. A minimum of three units in math and three units in science is required. Biology 100 with 110 and Physical Science 101 with 102 have both been designed for the student with a limited background in science. The courses in Science/Mathematics approved for General Education credit are:

**Options:**

- Anthropology 220
- Biology: 100, 110, 111, 120, 130, 290
- Chemistry: 100, 105, 112
- Mathematical Sciences: 101, 102, 103, 105, 120, 130, 190, 210
- Physical Science: 101, 102, 103, 107, 110, 111, 132, 250

*Note: Biology 252 Human Anatomy and 281 Physiology are for nursing, human biology and physical education majors only. Chemistry 112 is for nursing majors. For those students who need to complete one or two units remaining in their math/science requirement, Computer Science 104 or Physical Science 105 is acceptable. Exception, those in the Bachelor of Music program.*

**GENERAL EDUCATION COURSE SUBSTITUTIONS**

While the general education requirement will normally be met from the courses specified in the catalog, in exceptional cases where students have the appropriate prerequisites and where the department in which the course is taught determines that the intentions of the general education requirement would be satisfied, students may request permission to substitute an upper division class for the lower division course specified in the catalog. Students are to secure written approval for such a substitution prior to taking the class.

**ELECTIVES**

Normally a student has considerable freedom in the choice of electives in addition to the biblical studies and theology, general education and major requirements. However, in addition to the note given at the end of the biblical studies and theology requirements, the non-music major is limited to a maximum of eight units of credit in applied music (including ensembles) and the non-physical education major is limited to eight units of credit in physical education or skill courses.