

# Associate of Science in Liberal Arts

# Associate of Science in Liberal Arts

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## Program Mission

A strong educational foundation is vital for reaching your career goals. Knowledge and skills in a variety of areas can help you become a well-rounded professional. The Associate of Science in Liberal Arts is designed to develop your critical-thinking skills and begin your journey to higher education.

## Program Purpose and Goals

The Associate of Science in Liberal Arts exists to provide a biblically-anchored, affordable, and accessible college education to Grace College students.

Those learners who complete the Associate of Science in Liberal Arts program of Grace College will be evaluated in three domains:

**Discovering Self** – Graduates completing the Associate of Science in Liberal Arts program will identify and examine (assess) God-given abilities and gifts to maximize their potential.

**Relationship to Others** – Graduates completing the Associate of Science in Liberal Arts program will examine and interpret information that expands their knowledge of their community and the world.

**Demonstrate Knowledge** – Graduates completing the Associate of Science in Liberal Arts program will interpret and integrate relevant content to be successful in the pursuit of professional endeavors or in order to further develop themselves by continuing their education.

## Program Description

This program allows students to complete a 60-hour Associate of Science degree in Liberal Arts. This degree can easily lead to the completion of a bachelor's degree through our various degree-completion program offerings.

## Schedule and Delivery Format

The A.S. in Liberal Arts degree is delivered in a fully online format. The online format enables students to work full time and take 8-week-long courses. The format is flexible enough that students can complete their course assignments around their own specific weekly schedules.

College Launch is delivered online or in a residential/online format.

## Technology Requirements

Information regarding the technology and user-skill requirements are available on the Office of Information Technology page of the institution's website:

<https://online.grace.edu/admissions/technology-requirements/>

## Admission Requirements

### High School Graduates

1. Applicants to the A.S. Liberal Arts degree must submit their high school transcript or college transcripts. The high school transcript is not necessary if the student was previously enrolled in a higher learning institution; then, only the college transcript is necessary.
2. Minimum 2.0 GPA
3. Students may transfer in up to 30 credit hours. Students should contact the School of Professional and Online Education for further details about transfer credits.

### College Launch Applicants

1. Applicants to the A.S. Liberal Arts degree must have their guidance counselor submit their high school transcript and reference form to the School of Professional and Online Education.
2. Minimum 3.0 GPA
3. Students must agree to complete all necessary requirements to obtain a high school diploma while working on the associate degree.

### Graduation Requirement

To receive a degree, each student must satisfy check sheet requirements, earn 60 credit hours. A minimum GPA of 2.0 is required to graduate and obtain the Associate of Science in Liberal Arts degree. It is the student's responsibility to work with their advisor and monitor progress towards these goals.

### Notice of Nondiscrimination

Grace College and Seminary is a private, not-for-profit, faith-based exempt organization as described in Section 501 (c) 3 of the Internal Revenue code. In compliance with applicable federal and state laws, Grace College and Seminary does not discriminate on the basis of race, color, national origin, age, sex, or disability in its administration of its educational policies, admissions policies, scholarship and loan programs, and athletic and other school-administered programs and activities, or in employment.

The following person has been designated to handle inquiries regarding the Notice of Nondiscrimination:

Carrie Yocum, Title IX Coordinator and VP of Administration and Compliance  
Grace College and Seminary  
McClain 102  
1 Lancer Way  
Winona Lake, IN 46590  
[yocumca@grace.edu](mailto:yocumca@grace.edu)  
574-372-5100 x6491

Inquiries may also be addressed to the U.S. Department of Education's Office for Civil Rights at 400 Maryland Avenue, SW, Washington, DC 20202-1100.

## Note about the Catalog

Each program at the institution maintains a catalog in which basic academic information related to the program's goals, expectations, admission, policies, accreditation, and other pertinent information is described. This applies to undergraduate, non-traditional (e.g., online, adult degree completion), graduate, and seminary programs.

Grace makes every attempt to provide information that, at the time of publication, most accurately describes the policies, procedures, and requirements of the institution and its individual programs.

The provisions of the academic catalogs are, therefore, to be considered a guide and not to be regarded as a contract between any student and the institution. Course content and institutional policies governing admissions, tuition, and campus life are under constant review and revision.

Grace reserves the right to change any statement contained within the catalog at any time and without prior notice including academic provisions, policies, or requirements (e.g., modifications to classes, fees, personnel, academic policies, and programs) and the right to withdraw or amend the content of any courses described in the catalogs as may be required or desirable by circumstances. Grace will, however, make every attempt to give students reasonable prior notice to changes in policies and other catalog content when possible and rarely implements policy changes during an academic year.

Courses of study for non-traditional, graduate, and seminary programs and check sheets for undergraduate students may undergo revisions; however, these are implemented typically in the fall of the new academic year.

All students are expected to be familiar with the catalog(s) associated with their selected program(s) of study with the understanding that policies and procedures of their selected program(s) may change from year-to-year. The current year's catalog should, in most situations, be considered the catalog applicable to the student.

In some programs, students are asked to acknowledge in writing their receipt of the program's catalog.

Changes to an academic catalog that are necessary following the start of the fall semester will be noted as an addendum to the original catalog.

Archived catalogs are maintained on the institution's website.

It is each student's responsibility to schedule regular meetings with his or her academic advisor and to be knowledgeable about institutional requirements, academic regulations, and calendar deadlines specified in the catalogs and academic program publications. Students should read the catalog carefully and consult with an advisor to determine how these policies relate to their individual circumstances.

## Tuition Refund Policy

Tuition refunds for students withdrawing from the school will be based on the official date of action that is recorded by the Registrar's Office. A student who is withdrawing from the school must contact The School of Professional and Online Education (888-249-0533) to complete the proper forms. It is the student's responsibility to follow up with the required paperwork in order to receive an accurate refund based on the schedule below.

## Drop Dates

To drop a course, you **must** contact your Grace Advisor; College Launch Students must also contact your high school guidance counselor. Dropping a course is **not** recommended because this will impact your high school diploma requirements and impact your high school graduation date or college graduation date. The needed courses are not offered every session, so it might not be possible to replace the dropped course in time to meet the requirements needed to graduate. Dropping a course by the deadline will not cause the course to appear on your transcript. Dropping a course must be done within the first seven days of the session.

## Withdrawal Dates

To withdraw from a course, you must contact your Grace Advisor; College Launch Students must also contact your guidance counselor. To withdraw from a course, you must contact the coordinator before the midpoint of the course. When you withdraw, you will receive a “W” on your transcript. Any drop after this date will result in a grade of “F”.

## Withdrawal Refund Schedule per Session

Week	Tuition
1*	100%
2	50%
3	0%

\* Registration week is considered the first full week of the session. The week a complete withdrawal is made is considered a full week. Individuals who withdraw within the first week will receive a full refund.

# CURRICULUM

An associate degree is comprised of 60 hours.

All courses are designed and approved by the Grace College faculty and are comparable to those taught at the main Grace College campus. Courses are taught by Grace faculty or Grace-approved instructors.

### Grace Core

- FYE 1000 First-Year Foundations
  
- BIB 1050 Exploring the Bible
- BIB 2010 Scripture and Interpretation
- OM 1100 Public Speaking
- ECN 3000 Consumer Economics
- ENG 1100 Effective Writing
- HIS 1050 Current Issues in Historical Context
- HUM 2100 Creative Arts and Culture
- PSY 1200 Essentials in Behavioral Science
- SCI 2030 Faith, Science, and Reason
- PHI 3010 Christianity and Critical Thinking

### **Online Path**

HUM 3500 Liberal Arts Capstone  
ISM 1200 Integration of Software Tools  
BHS 2520 Leadership Principles of Development  
MGT 3405 Organizational Behavior  
COM 2130 Interpersonal Communications  
GEO 1010 World Geography  
MAT 1185 Quantitative Reasoning  
LIT 2010 Literary Interpretation  
SCI 1140 Physical Science Survey

### **College Launch Path**

HIS 2050 American Journeys  
PSY 1100 Introduction to Psychology  
POS 2200 Introduction to American Government  
SCI 1140 Physical Science Survey  
HIS 2060 American Journeys 2  
LIT 2010 Literary Interpretation  
GEO 1010 World Geography  
MAT 1185 Quantitative Reasoning  
ENG 2300 Advanced Writing

## **COURSES**

### **FYE 1000 First-Year Foundations**

This is a practical, academic course which is intended to prepare new students to engage in three key areas of their first-year transition into college: Understanding who we are, understanding who they are, and understanding our Call. This course is designed to make their years at Grace the best experience possible. This course will help students discover their God-given strengths, navigate through current college issues, and help the student better understand what makes a Christian liberal arts education valuable. It will also introduce students to the value of service in the local community and introduce students to prospective departments and faculty within the institution, assisting in the selection process of choosing a major and a career. Three hours.

### **ENG 1100 Effective Writing**

This course is designed to help you develop and hone the skills necessary for clear and persuasive writing at the college level and beyond. The primary focus of the course is scholarly writing, though we will also explore other genres such as the personal expressive narrative, rhetorical analysis, and position paper. In particular, this course will help you engage complex issues and competing points of view while articulating and supporting an argument using appropriate sources.

### **BIB 1050 Exploring the Bible**

This course provides a survey of the biblical story in its progressive unfolding of the history of redemption within the framework of creation, fall, redemption, consummation. Attention is given to the literary, historical, cultural, and theological dimensions of Scripture as it offers a meta-narrative or “worldview-story.” Emphasis is placed on the unity of Scripture as it reaches its fullness and fulfillment in Christ, while at the same time recognizing key developments and differences between the various chapters of the biblical storyline. Three hours.

### **COM 1100 Public Speaking**

A study of communication theory as applicable to public speaking. Students explore the components of an effective speech, as well as current applications of speaking skills. Emphasis will be placed on practicing and displaying these skills in a laboratory setting. Three hours.

### **BIB 2010 Scripture and Interpretation**

Foundational principles of effective Bible study will be applied for personal study and small group Bible study leadership. Observational skills of the English text will be developed through hands-on activities and assignments. Hermeneutical principles will be applied to various biblical genres with the goal of equipping the learner to interpret the text based on its historical/cultural and literary context. Application of the meaning of the text for spiritual formation will be emphasized as well. Three hours.

### **GEO 1010 World Geography**

This course provides students with a regional approach to understanding the physical and human processes shaping the world. The course will involve the study of the physical and human geography of the different sub-regions within the world. It will also introduce students to the “geographic perspective” and how geographers’ study and analyze problems. Finally, the course aims at helping students use the geographic perspective and geographic concepts and skills to understand issues in the real world.

### **PSY 1100 Introduction to Psychology**

Introduction to Psychology provides a general survey of the science of psychology. It includes the study of research methodology, emotion, biological foundations, learning and cognition, perception, development, personality, abnormal psychology, and social psychology.

### **HUM 2100 Creative Arts and Culture**

Through a global, thematic approach, this course explores the human phenomenon of creativity. Posing the question “Why creative arts?” this course focuses on exploring how culture and creativity reflect each other within the realm of visual and performing arts. Through themes of survival, religion, the state, and self, this course examines artists’ roles within cultures, the way art is made or performed, how meaning is derived, and how art is used, kept or destroyed. Required experiential activities for engaging in visual and performing arts include such things as attending museum exhibits, concerts or theatrical productions. Three hours.

### **BHS 2520 Leadership Principles and Development**

This course has been designed to expose students to a variety of leadership principles and models used in business, ministries, educational institutions, and other organizations. This course was originally designed by Learning House, Inc. and has been modified by Grace College instructors over the past 5-6 years. In this course, students will interact with and engage the content in order to think critically, apply theory to past, present, and future leadership opportunities, and synthesize a personal, yet research-based approach to various leadership opportunities. Three hours.

### **SCI 2030 Faith, Science, and Reason**

Faith, Science, and Reason is designed to assist the student in (1) demonstrating the scope and magnitude of science and mathematics; (2) why we study these subjects; (3) knowing the limitations of these subjects; (4) where the Christian fits and operates within the scientific paradigm; and (5) how a Christian can incorporate their faith and reason within the scientific enterprise and how to use it as a productive platform when communicating to those of different worldviews. Three hours.

### **MAT 1185 Quantitative Reasoning**

This is a course on mathematical applications which uses algebra, logic, networks, and other mathematical concepts to study and model the world around us. Topics include Fibonacci numbers, the golden ratio, voting theory, and networks. Three credit hours.

### **COM 2130 Interpersonal Communication**

An examination of the process of communication and interpersonal relationships focusing on the role of the self, people perception, the environment, and the interaction of interpersonal orientations. Personal skills in resolving conflict and stimulating friendships are examined through exposure to theory, practical exercises, and the analysis of experiences in current relationships. Three hours.

### **PHI 3010 Christianity and Critical Thinking**

This course will critically examine the beliefs and presuppositions of philosophers and philosophies over the centuries and their impact on modern Christianity and the Christian Worldview. A critical examination will begin by utilizing the lens of Scripture as the basis of truth in evaluating these beliefs. The application of that examination will be centered on the reasons for God as well as the nature of suffering and evil as learners are encouraged to formulate a biblically sound Christian Worldview. Three credit hours.

### **ISM 1200 Integration of Software Tools**

This course is designed to introduce students to some of the programs within the Microsoft Office 2016 Suite and use them to be productive in their classes and future jobs. Introductory to advanced skills will be taught in Word 2016, Excel 2016, and PowerPoint 2016. If the students desire, this class will help prepare them to take the Microsoft Office Specialist Exams. Students will be expected to fully engage in the class by performing the assigned activities and exercises. This class is full of hands-on assignments where students will need to problem-solve while using the programs. Such work can include searching the program help files, researching internet resources, or asking the instructor whenever needed. No matter what field a student is studying, knowing these programs will give them a greater chance to find jobs and advance in their positions. Three hours.

### **MGT 3405 Organizational Behavior**

This course deals with human behavior in organizations. Conceptual frameworks, case discussions, and skill-oriented activities are applied to course topics which include: motivation, learning and development, group dynamics, leadership, communication, power and influence, change, diversity, organizational design, and culture. Class sessions and assignments are intended to help participants acquire skills and analytic concepts to improve organizational relationships and effectiveness. The course also examines selected personnel functions in an organization including job analysis, recruitment, and hiring, training, performance appraisal, and compensation. Three hours.



### **HUM 3500 Liberal Arts Capstone**

This capstone is the final course for the Associate of Science program. The course seeks to integrate the concepts, techniques, and knowledge within the course work of the liberal arts program. Students select an area of interest related to their academic studies, and future goals for continued education or employment to create a research project. The project will be comprehensive in nature demonstrating their knowledge of the program outcomes.

### **ECN 3000 Consumer Economics**

Consumer Economics is a course designed to prepare students to understand the economic system from a Biblical perspective and how it affects individuals as consumers, producers, and citizens. Students will integrate knowledge skills and practices required for management of resources in a technologically expanding global economy. Real world topics covered will include income money management spending and credit as well as saving and investing. Core skills in decision making problem solving critical thinking goal setting management of multiple roles and using technology are integrated into the course content. Three hours.

### **HIS 1050 Current Issues in Historical Context**

This class examines the historical and political development of at least two broad topics that remain part of contemporary discussion and illustrates the way the past can help students understand current debates and conversations. The topics chosen are meant to represent areas of significant concern for understanding current issues and moral questions. The course asks the question, "How did we get here?" and provides a foundation for discussions of diversity, citizenship, Christian ethics, and cultural awareness. Topics will likely change over time. Three hours.

### **PSY 1200 Essentials in Behavioral Science**

This introductory course in Behavioral Sciences provides an opportunity to learn about various behavioral science topics, concepts and real-life applications. This course will survey multiple topics as they relate to relationships. Students will also be encouraged during this course to increase personal awareness of how cognitive and emotional factors influence behavior in a variety of social contexts. The focus of this course is on improving relationships in many different sectors of life.

### **MAT 1185 Quantitative Reasoning**

This is a course on mathematical applications which uses algebra, statistics, logic, and other mathematical concepts to study and model the world around us. Topics include applied statistical applications, Fibonacci numbers, the golden ratio, population growth, and logic. Prerequisites: 12 credit hours; Basic Algebra. Three credit hours.

### **SCI 1140 Physical Science Survey**

Physical Science Survey Activities and lectures will cover motion, energy, gravity, light, radiation, earth materials, and space. Three credit hours.

### **LIT 2010 Literary Interpretation**

This course reads widely across a range of literary genres, in order to provide students with understanding and interpretive skills unique to each genre, and to foster contextualized critical thinking. These genres include at least three of the following: fiction, poetry, drama, creative non-fiction, and graphic novels. In addition to genre-specific ways of reading, this course also includes literary interpretation using historical and cultural context, as well as media studies. This course examines questions like: How do these contexts shape the reading experience? What sort of truth does literature convey? How? In processing these questions, this course cultivates interpretive skills that will be

applicable to other texts and areas outside the realm of literature. This course also includes how the digital age has changed reading and interpretation. The default theme of this course is utopian and dystopian literature, which will help students analyze why and how writers conceive of societies better or worse than their own. More specifically, this theme explores questions like: when does an ideal society become oppressive? What is the balance between communal and individual needs? What sociopolitical issues cause writers to reimagine law, authority, and technology?

### **POS 2200 Introduction to American Government**

This course introduces students to how the political system in America functions. It focuses on the actual workings of the American government and starts with the cultural and constitutional contexts of American politics. Students will examine such general topics as the Constitution, branches of government, political parties, special interest groups, the media and public opinion. Three credits

### **HIS 2050 American Journeys**

In this topical survey of the history of the United States to the end of World War II, students will be introduced to the major issues, broad developments and perennial questions that cut to the heart of American identity. The course will cover such topics as the ideological origins of the American nation, the historical relationship between state and national sovereignty, race and slavery, sectional tensions and the Civil War, social and religious movements, and the culture wars that continue to impact American society today. Three credits

### **HIS 2060 American Journeys 2**

This topical survey of the history of the United States is a continuation of HIS 2050 American Journeys. Students will be introduced to many of the major issues, broad developments, and perennial questions that cut to the heart of American identity. The chronological scope of the course may vary depending on the needs of the Department of History and Political Science, the School of Professional and Online Education, and those of approved dual credit institutions. Depending on the scope, the course may cover such topics as the Gilded Age, the Progressive Era, America's role in the World War's, the Civil Rights movement, the Cold War, and the rise of contemporary political and social movements. Three hours.

### **ENG-2300 Advanced Writing**

This course is designed for students who have mastered college-ready writing and whose academic or career objectives require professional-level writing skills. It is intended to introduce students to theories of written communication; expand their rhetorical skills; improve the clarity, accuracy, grammar, and structure of their writing; and give them experience writing for different audiences across a variety of platforms (including digital media). In addition to extensive writing (including prewriting, research, and revision), the course involves interactive workshops in which students learn to give and receive useful feedback to improve their and others' writing. Prerequisite: Effective Writing ENG 1100.