



International Edition  
2009-2011



International Edition

## 2009-2011 Bulletin

### **Aim**

To make an affordable accredited Christian education accessible to those who find themselves unable to attend a traditional, campus-based program because of time, distance, financial, or personal limitations.

*All programs contained in this bulletin are approved by the Education Licensure Commission of the District of Columbia, U.S.A. Selected degree programs in this bulletin are offered only in cooperation with other approved international colleges and universities.*

# Griggs University Headquarters

## Mailing Address

PO Box 4437  
Silver Spring, MD 20914-4437 U.S.A.

## Office Location

12501 Old Columbia Pike  
Silver Spring, MD 20904-6600 U.S.A.

## General Inquiries

Phone: 301-680-6570  
1-800-782-4769  
*(Enrollment inquiries only. Nontransferable.)*  
Fax: 301-680-6583  
E-mail: [enrollme3@griggs.edu](mailto:enrollme3@griggs.edu)  
Web site: [www.griggs.edu](http://www.griggs.edu)

## Enrollment Services

Phone: 301-680-6570  
800-782-4769 *(U.S. only)*  
Fax: 301-680-6577

## Student Accounts Office

Phone: 301-680-6572

## Admissions/Records Office

Registrar: 301-680-6579  
Transcripts/Grades: 301-680-6578  
Exams: 301-680-6582  
Fax: 301-680-6526

## Submission Fax Lines

866-684-0458 (U.S.)  
301-680-5156 (International)

## Office Hours (Eastern Time)

Monday–Thursday 8:30 a.m.–5:00 p.m.  
Friday 8:30 a.m.–11:30 a.m.

*Appointments are recommended; please call 301-680-6570 to schedule. If you plan to enroll in person, please arrive at least two hours prior to closing time.*

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*This bulletin is an official publication of Griggs University. The contents of this catalog, including academic policies, financial policies, tuition charges and fees, are subject to change through normal administrative channels. Any such revision will apply to present and new students alike.*

■ Accredited by:



The Accrediting Commission of the  
Distance Education and Training Council

1601 18th Street NW, Suite 2  
Washington, D.C. 20009-2529  
202-234-5100

*The Accrediting Commission of the Distance Education and Training Council is listed by the  
U.S. Department of Education as a nationally recognized accrediting agency.*



The Accrediting Association of Seventh-day Adventist Schools, Colleges,  
and Universities, a recognized member of the National Council for Private  
School Accreditation

12501 Old Columbia Pike  
Silver Spring, MD 20904-6600  
301-680-6000

■ A member of:



The University Continuing Education Association



The International Council for Distance Education



American Association of Collegiate Registrars and Admissions Officers

The American Council on Education

Association of Christian Continuing Education Schools and Seminaries

■ Listed in:

Accredited Institutions of Post-Secondary Education  
by American Council of Education

Frederick Griggs



## Man With a Vision

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Frederick Griggs (1867–1952) was a pivotal figure in the development of the Seventh-day Adventist (SDA) school system.

At the turn of the century he led the development of a curriculum that balanced practical preparation for life with the liberal arts. In addition, Griggs designed a unified school system with a well-defined administrative structure that essentially remains unchanged to this day. Griggs established a complete education system, including elementary schools, academies, colleges, and a correspondence school known as Home Study International.

Griggs was a well-educated man with a broad background in literature, music, history, and education. He learned early about schools as he watched his farmer-minister father take the lead in getting a public school established in his district. This school opened in 1875 and provided Griggs with his basic education through the eighth grade.

During his career, Griggs was the principal of two academies, president of two colleges, administrator of the worldwide educational program of the church, chief executive officer of the church's Far Eastern Division, and chair of several publishing house boards and a university board.

In 1990, the Board of Directors of Home Study International recognized the contributions of this educational pioneer by naming the college higher education division, Griggs University (GU). Griggs University is dedicated to maintaining the standards for excellence in education promoted by Frederick Griggs.

## From the President

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Many people dream about an education because it unlocks a future of new possibilities. You are to be commended for taking the first step to achieve that education.

Griggs University sets the highest priority on serving students. Our teachers have outstanding academic credentials.

The course writers are exceptional professionals in their specialties and hold degrees at master's and/or doctoral levels. The courses are intellectually stimulating and designed for academic excellence.

As to our track record, since 1909 Griggs has been a “friend in need” to thousands of people. When students have been at an impasse, they have turned to Griggs for fully-accredited courses from preschool through college and adult education. Now students seeking degree and certification programs can find the answer to their education needs with Griggs University.

We stand ready to help you achieve your educational goals. Don't get sidetracked from realizing your dream of a quality education. Take action today!



Don Sahls

## Introduction

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Griggs University's degree programs were begun in an effort to meet the needs of adult students whose lives are filled with family and occupational commitments.

Students can work toward their degrees without being confined exclusively to class schedules or to a campus—they can live anywhere, move any time without interfering with their course work, start any time during the year, study on their own time, and set their own pace. The program offers flexibility with the same quality of education available on any campus.

Griggs University uses a variety of methods to help students meet their educational goals. These methods may include: correspondence courses, intensive seminars, independent study, and distance education via electronic media.

## Mission

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Griggs University/Griggs International Academy provides accredited coursework and programs for students around the world from preschool through university. Our values-based distance education programs are adaptable to individual learner needs—available to an individual or to a group. Griggs' nurturing faculty and staff are committed to inspiring students to achieve a high standard of academic excellence that will build a foundation for service to God, church, and society.

## Philosophy

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Griggs University is committed to the harmonious development of the physical, mental, social, and spiritual powers and to the belief that true education has to do with the whole being. The university attempts to provide the student the best opportunities for developing a well-rounded Christian character and endeavors to equip the student for work in the service of the church, community, and society.

## We Believe . . .

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Griggs University/Home Study International is operated by the Seventh-day Adventist Church. Seventh-day Adventists accept the entire Bible as divinely inspired. We believe in one God and accept Christ as the Savior of humankind. We honor the Seventh-day Sabbath and await Christ's Second Coming.

**GU upholds among its fundamental beliefs that:**

- There is only one God—Father, Son, and Holy Spirit—a unity of three co-eternal Persons— immortal, omnipotent, omniscient, omnipresent, and worthy of worship, adoration, and service by the whole creation.
- God the eternal Father is the Creator, Sustainer, and Sovereign of all creation. He is just, merciful, gracious, and abounds in steadfast love.
- God the eternal Son became incarnate in Jesus Christ. Through Him all things were created, in Him the character of God is revealed, and by His death on the Cross the salvation of humanity is accomplished and mediated through His high-priestly ministry.
- God the eternal Spirit was active in creation and redemption. He inspired the writers of Scripture, draws and convicts human beings and is sent by the Father and the Son to be always with His children.
- The Holy Scriptures contained in the Old and New Testaments of the Bible are the written Word of God, given by divine inspiration. In this divine speech is the knowledge necessary for salvation, the standard of character, the test of experience, and the authoritative revealer of doctrines. They record God’s acts in history.
- Salvation is provided for all who accept Jesus Christ as their personal Savior. Through Him humans are justified, receive adoption, become partaker of the divine nature, and enjoy the assurance of salvation now.
- The principles of God’s law are embodied in the Ten Commandments and exemplified in the life of Christ. While salvation is all of grace and not of works, obedience to the law of God demonstrates our love for Him and concern for our fellow human beings.
- The church is the people of God. It is formed by those in whose hearts the living Christ dwells through the Spirit, and who are committed to continuing His work on earth and exhibiting His life in their conduct.
- The Sabbath of the fourth commandment is a memorial of creation and a symbol of redemption in Christ. Its observance on the seventh day is a sign of our sanctification, a token of our allegiance to Christ, and a foretaste of our eternal future in God’s kingdom.
- The wages of sin is death. But God, who alone is immortal, will grant eternal life to the redeemed at the Second Coming of Jesus. Until that day death is an unconscious state for all people.
- The second coming of Christ is the blessed hope of the Church and will be literal, personal, visible and worldwide.

## History

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In 1909 the General Conference of Seventh-day Adventists voted to offer college courses by correspondence to help train workers for the church. Since then, more than 300,000 students have been served in the elementary, secondary, and college levels through the various divisions of Home Study International.

On September 4, 1990, the Board of Directors of Home Study International voted to name the higher education division Griggs University in honor of Dr. Frederick Griggs, founder of HSI. The name is duly registered in the State of Maryland, and the Maryland Higher Education Commission on October 3, 1990, authorized Griggs University to offer degrees in religious disciplines.

In order to meet the growing needs for lay leaders, religion teachers, and church business leaders, Griggs University expanded its program offerings in 1996. Griggs International Academy and Griggs University work together as academic and administrative partners to serve students around the world.

Griggs University/Griggs International Academy is located at the world headquarters of the Seventh-day Adventist Church and serves as the recognized extension division in distance education for the Seventh-day Adventist school system. Although the work of GU is concerned primarily with the students enrolled in the Seventh-day Adventist school system, *GU is open without restrictions to any student of any race or religion who is academically qualified to receive benefit from its courses.*

## Core Values Statement

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To accomplish our mission, Griggs University/Griggs International Academy is committed to these core values:

**Excellence:** We view each student as a special creation, endowed by God with individual talents and abilities that we encourage them to develop by providing a quality, academically rigorous Seventh-day Adventist Christian education at all levels.

**Respect:** We believe that it is our responsibility to uplift one another by demonstrating respect and consideration for all parents, students, and educators through learning that is student-centered and redemptive, and customer service that is helpful and friendly.

**Integrity:** We recognize that mutual trust rests upon a foundation of honesty and transparency. We are honest and straightforward in our dealings, both business and academic, and expect no less from our parents, students, and faculty.

**Community:** We believe that a safe learning environment and an accepting community are important to effective learning, especially in distance education. We strive to create a learning community where all participants (parents, students, faculty, and administrators) feel valued and understand that they are part of a team by providing opportunities for constructive interaction, and sharing of experiences.

## Fair Practices Statement

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The governing body of Griggs University has ruled officially, and in practice abides by, the following policies:

- Griggs University is committed to equal education and employment opportunities for all men and women. GU does not discriminate on the basis of race, sex, age, or religion among its students or among applicants for admission.
- Preferential hiring shall be practiced only on the basis of freely chosen adherence to Adventist tenets as an essential to the operation of a Seventh-day Adventist institution.
- Compensation and benefits will be administered without regard to race, color, ethnic background, country of origin, creed, age, handicap, or sex except where age is a bona fide occupational qualification.
- Decisions for the promotion of employees will be based upon the qualifications of an individual as related to the requirements of the position for which he or she is being considered.
- Inasmuch as the personal life and professional identity of an individual are inseparable, all employees are expected to conform to the standards of conduct that are in harmony with Seventh-day Adventist practices.

## Privacy of Student Records

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Directory information may be given to a third party without the written consent of the student. The university considers the following to be directory information: student name, address, telephone number, sex, marital status, list of courses, fields of study, month and day of birth, dates of attendance, degrees and awards received, and previous educational institution(s) attended.

Personally identifiable information, including grade reports, will be released to parents/guardians of single students unless a student specifically requests in writing that this not be done. Federal guidelines also allow the university to share academic information with college personnel and other institutions that may have legitimate educational interest in this information.

Students have the right to inspect and review their records kept by the university.

## Program Availability and Cooperating Educational Organizations

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Please note that some of the degree programs are offered only in cooperation with partner institutions and approved educational organizations. GU has partnerships with the following institutions:

Andrews University  
Columbia Union College  
Oakwood University

## Additional Degree Opportunities

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Griggs University enjoys a close working relationship with several colleges and universities around the world. Many of them offer residential instruction, tutorials, student services, and examination services. Degree programs are offered in a variety of disciplines. For current information on program offerings, independent study and residency requirements, please contact Griggs University's vice president for education, or visit our Web site at [www.griggs.edu](http://www.griggs.edu)

## Nondegree Program

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Griggs University provides a nondegree program for church members and leaders in cooperation with the International Institute of Christian Ministries. This nondegree program is designed to provide professional training for all church members as well as to prepare gifted members to disciple others and to qualify them to occupy leadership positions in the church. Individuals who successfully complete all requirements will receive a joint certificate from Griggs University and the International Institute of Christian Ministries.

### The following nondegree courses are offered:

- Local Church Leadership
- Personal Evangelism
- Public Evangelism
- Adult Religious Education
- Children's Religious Education
- Youth and Young Adult Religious Education

**Note:** *When certain courses in these curricula are combined they may qualify as GU credit and be applied to a degree program.*

For complete details write to Dr. Jonathan Kuntaraf, Personal Ministries Department, General Conference of Seventh-day Adventists, 12501 Old Columbia Pike, Silver Spring, MD 20904.



# Financial Information

Griggs University is a nonprofit institution sponsored and operated by the General Conference of Seventh-day Adventists. As a church-related institution, Griggs University supports its operations strictly through tuition income, contributions, and church subsidies. GU does not participate in any state or federal educational assistance programs or veterans' assistance programs.

## Cost of Enrolling

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- Supplies (due up front)
- 6% Maryland sales tax on supplies if delivered or picked up in Maryland (due up front)
- Nonrefundable shipping and handling fee (due up front)
- Nonrefundable enrollment fee (due up front: payable each time you enroll)
- Nonrefundable technology fee(s) (due up front)
- Tuition (may be paid up front, or 80% of it may be paid in installments by completing Monthly Payment Plan Application/Agreement on bottom of FORM 3 in Enrollment Packet)

## Checks

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**Fund Availability:** GU reserves the right to verify availability of funds for any check received.

**Returned Checks:** A fee of \$25 will be charged for any check returned by the bank, and all services will be held until the account is made current with a payment by money order or cashier's check.

## Degree Application Fee

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When students seek admittance to one of Griggs University's degree programs, they must complete a Degree Application Form, provide the proper information, and pay a \$50 nonrefundable application fee. Once students have been accepted, they never have to pay the application fee again.

## Enrollment Fee

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All students who enroll are required to pay a nonrefundable enrollment fee each time they enroll. A student may sign up for several courses at one time using the same forms, thus saving on enrollment fees.

## Method of Payment

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Payments may be made by Discover®, MasterCard®, VISA®, cash (if paying in person), certified check, bank draft, or money order in U.S. dollars only. Students living outside the U.S. (including those in Canada) should send payments by international postal money order or bank drafts in U.S. dollars only. Please do not send personal checks written on bank accounts outside the United States and its possessions. Payments received in currency other than U.S. dollars will be returned.

## Miscellaneous Fees

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Alternate exam .....	\$25
Application for degree .....	\$50
Challenge exam .....	\$75
Course change (per course) .....	\$30
Credit by exam (per hour awarded).....	\$35
Credit for life experience:	
Portfolio assessment .....	\$50
Recording fee (per hour awarded) .....	\$35
Diploma/Graduation .....	\$75
Nonrefundable Enrollment fee (payable each time a student enrolls).....	\$80
Late payment fee .....	\$15
Recording fee for credits earned	
by challenge or experiential learning.....	\$35/credit hour
Replacement exam.....	\$10
Returned check.....	\$25
Senior project .....	\$50
Withdrawal/Cancellation (\$30 per course; maximum \$150) .....	\$30-\$150

*Fees may change without notice.*

## Monthly Payment Plan

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The tuition may be paid in full upon enrollment or 80 percent of it may be financed over a maximum three-month period. This privilege is extended only to individual students. *Sponsoring institutions are not eligible to apply for the monthly payment plan.* Those who elect the three-month payment schedule are required to sign an agreement and are expected to fulfill the financial responsibility associated with it. Students who enroll in more than one course at a time may contact 301-680-6570 to inquire about the possibility of an extended payment schedule. Please note that 20 percent of tuition, all charges for supplies, tax on supplies if delivered in Maryland, shipping/handling fee, and nonrefundable enrollment fee must be paid in full at time of enrollment.

**Monthly Payment Plan Agreement:** The person responsible for the student's finances is required to complete the agreement included on FORM 3 in the Enrollment Packet. Signature, U.S. social security number, address, and phone number are required. By signing this agreement, the student and the person responsible for finances agree to abide by the terms stated in the agreement. The signer of the agreement must be 18 years of age or older.

**Maximum Amount Financed:** The amount financed cannot exceed 80 percent of the amount due for tuition. In case of an error or miscalculation, GU reserves the right to adjust without notice the amount financed provided the amount in question does not exceed \$50. Annual Percentage Rate (APR) is 0 percent.

**Credit Approval:** Your application for the monthly payment plan on the bottom of FORM 3 in the Enrollment Packet is subject to prior credit approval, which may be based on information obtained from a credit reporting agency. GU reserves the right to deny credit on the basis of one's credit history. There can be no more than three monthly payments of no less than \$25 for each monthly payment.

**Final Examinations:** Final examinations are mailed only when the student's course balance is zero and monthly payments on other courses are up to date. If you wish to complete your studies earlier than the number of months chosen for payments, you must speed up your payments and allow at least 15 days before you schedule to take your exam. If your final examination needs to be sent "rush," you must pay by credit card, money order, or cashier's check.

**Application of Monthly Payment Amounts to Multiple Courses:** If you are enrolling for multiple courses and are choosing the monthly payment plan, GU automatically divides the monthly payment amount and applies equal amounts to each course. If you plan to complete one or more of your courses earlier than the others, please provide the Student Accounts Manager your completion schedule for each course. GU will make the necessary adjustments.

**Payment Due Date—on the first of each month:** Your initial payment is due by the date specified on the enrollment statement.

**Past Due/Delinquent Accounts:** Your semester exams, grades, and transcripts are held if payment is not received by the tenth of the month. If your account is past due 30 days or longer, it will be considered delinquent. All services will be held, including grade reports and transcripts. All payments on delinquent accounts must be made by credit card, money order, or cashier's check (no personal or business checks) until the account becomes current. GU or its assignee may, without notice (unless such notice is required by law), require immediate payment in full of the remaining balance. A late payment fee of \$15 per month will be charged until amount due is paid. GU may report delinquent accounts to a credit bureau. All costs of collection will be added to delinquent accounts. A late payment fee of \$15 per month will be charged on delinquent accounts until the amount due is paid.

**Security Interest on Refunds:** GU holds a security interest in any refund that may be due from GU if there is an outstanding account. Any monies sent to GU will first be applied to past due accounts.

## Purchase Orders from Employers

GU will accept purchase orders from organizations that have established a credit history with GU. If you are an employee of a Seventh-day Adventist organization located outside the North American Division, GU will honor purchase orders only when issued by the division treasurer. If you are an employee of a Seventh-day Adventist organization within the North American Division, GU will honor purchase orders only when issued by the treasurer of the organization, and the maximum that may be covered is 100 percent of tuition. Payment is due within 30 days from the date of enrollment; the monthly payment plan is not available to organizations. Payment of a student's account is the sole responsibility of the student and/or parent(s).

## Return of Books and Buy-Back Policy

General Information: GU does not pay postage for returned books. When returning books, please address the package as follows:

**GU Bookstore**  
**Attention: Return Books**  
**12501 Old Columbia Pike**  
**Silver Spring, MD 20904 U.S.A.**

Please include the student number and list of books returned for each student as well as your current mailing address and phone number with area code. Do not enclose enrollment forms, payments, cancellation letters, or any communication that does not pertain to the items returned in the package. Once the returned books are received by GU, it will take approximately two weeks for the in-house book return process. While you may drop off books you wish to return, immediate credit for such book returns is not available.

Books required for a course may change without notice. GU will only accept back those supplies that may be resold for current use. The copyright date of any book GU may accept back must match the copyright date of the book currently in use by GU. Textbooks that are not used in current GU courses will not be accepted back. If a book that has been returned to GU cannot be accepted back for any reason, it is held for one month (30 days) and then discarded; it will only be returned to the customer if he/she requests it within the 30 days.

When GU accepts back a book, the student's account will be credited and the credit will go toward any balance due; if no balance is due, a refund check will be sent to the original payee (unless GU is instructed otherwise by the original payee).

To find out if a book may be returned for credit, or for information regarding book return procedures, please call the GU Bookstore at 800-782-4769 or 301-680-6570.

The GU Bookstore supervisor has full discretion in the acceptance of returned items.

**Return of Books Policy** (returning books upon cancellation—that is, before GU begins providing educational services): If the enrollment is canceled within the first five business days after the enrollment is processed and the books and supplies are returned to the GU Bookstore *unopened and unused*, GU will give full credit for the books and supplies. If the cancellation of enrollment is made after the first five business days from the date of enrollment and the books and supplies are returned to the GU Bookstore unopened and unused, GU will give up to 85% of the purchase price (a 15% restocking fee is charged) for the books and supplies. Credit will not be given for items such as instructional guides, workbooks, and cassettes if the wrapper has been removed or the items have been used.

**Buy-Back Policy** (returning books upon withdrawal—that is, after GU begins providing educational services—or upon completion of a course): If you wish to return used books upon withdrawal or after completing your program, GU may offer from 30% to 50% of the current selling price, depending on the condition of the returned books. GU does not buy back used consumables such as cassettes, workbooks, lab kits, instructional guides, or other auxiliary supplies.

## Shipping

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The GU bookstore uses common private carriers such as UPS, DHL, and Federal Express as the preferred carriers for shipments. The U.S. Postal Service is used when requested by a student or when a street address with phone number is not given in the Shipping Information area of FORM 3 in the Enrollment Packet.

**Canadian Shipments:** Shipments to Canada may be made by air only. When enrolling, pay the appropriate fee based on the shipping and handling fees chart in the Enrollment Packet. From the date the supplies are shipped, allow two to three weeks for delivery.

**International Shipments:** Shipments to countries other than the United States are made by air only. When enrolling, pay the appropriate fee based on the shipping and handling fees chart in the Enrollment Packet. From the date the supplies are shipped, allow three to four weeks for delivery to a street address with phone number. From the date the supplies are shipped, allow five to eight weeks for delivery to a post office box address.

**U.S. Shipments:** Shipments to contiguous U.S. ZIP code areas may be made by standard, air, or next-day air methods. Please pay the appropriate fee from the shipping and handling fees chart in the Enrollment Packet. From the date the supplies are shipped, allow up to seven business days for delivery by standard method, two to three business days for air, and one business day for next-day air.

All U.S. ZIP code areas outside the contiguous U.S. must pay air rates, according to the shipping and handling fees chart in the Enrollment Packet. From the date the supplies are shipped, allow two to four weeks for delivery.

## Textbooks and Supplies

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Griggs University uses textbooks and supplementary educational materials produced by academic publishing companies. You are NOT required to purchase textbooks from GU; however, if you purchase textbooks from other sources, you must obtain the exact version/edition required for the course. Because of course revisions, titles of textbooks and supplies are subject to change. Only materials listed in FORM 2 of the Enrollment Packet can be ordered through the GU bookstore.

All supplies listed for each course, except those marked optional, are necessary to complete the course. You cannot complete a course without an instructional guide since it contains all the assignments and lesson helps. Please secure all your materials at time of enrollment. GU cannot guarantee availability after the initial enrollment.

**Textbooks and supplies are handled on a cash basis only** (no C.O.D. shipments) and must be paid for before shipment.

Advertised prices for books and supplies are subject to change without notice if publishers increase their prices.

**Book suppliers.** If you wish to order textbooks from another textbook supplier, you may request a copy of the Course Supply Information List from Griggs by calling 1-800-782-4769. This list provides textbook title, author, publisher, copyright date, and ISBN number.

## Transferring a Course

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No course will be transferred to another student.

## Tuition Refund Policy

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GU's refund policy for cancellation/withdrawal is based on Distance Education and Training Council guidelines. Please remember that the enrollment fee is nonrefundable except when cancellation is made within five business days after enrollment is processed. Textbooks and supplies are subject to GU bookstore return policies (see pages 20). Shipping and handling fees are nonrefundable.

**Cancellation** occurs if a student wishes to terminate a course of study before beginning it. To qualify for a full refund on tuition, *you must cancel within the first five business days after the enrollment is processed*. Call 301-680-6571 or write to request cancellation. Return all books and supplies unopened.

*If you cancel after the first five business days from the date of enrollment and have not started or sent in any submissions*, a cancellation fee of \$30 per course up to a maximum of \$150 will be retained. The remainder will be refunded (usually to the original payee).

**Withdrawal** occurs if a student wishes to terminate a course of study after GU begins providing educational services. If you wish to withdraw, a withdrawal fee of \$30 per course up to a maximum of \$150 will be retained, after which you may expect a refund (usually to the original payee) of tuition according to the schedule that follows:

Portion of Course Completed	Percentage of Tuition Refund
1% – 10%	90%
11% – 25%	75%
26% – 50%	50%
51% and above	None

Due to the cost of processing, any credit balance less than \$2.51 will not be refunded unless specifically requested.

## Used Book Discount Policy

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If you request used books, Griggs University will, where possible, substitute used books for new ones. Because the availability of used books in any given course varies from week to week, the university cannot guarantee them in advance. Your shipping ticket will record the discount you have been given for used books (usually 30 percent).

If you have paid in full with a check, you will receive a check for the used book discount. If you paid the minimum due with a check and are making monthly payments, the credit for the used book discount will be applied to your first monthly payment. If you paid with a credit card, whether in full or the minimum due, the used book discount will be given before the charge is made to your credit card.

If used books are supplied, the shipping and handling fee remains the same as for new books.



# Master of Christian Ministry

The *Master of Christian Ministry (MCM)* degree is a Seventh-day Adventist professional program designed primarily for the minister or church worker who desires additional academic and advanced development in Christian ministry.

The program for the degree consists of a core curriculum of eight basic courses combined with four elective courses in one of the following three tracks: Evangelism and Church Growth, Christian Ministry, and Pastoral Care and Counseling. The curriculum is grounded in the Scriptures, the sure and solid authority of our faith, and concerned to express faith in a coherent system of truth. It reflects the traditions of the past, and shows awareness of the needs of the present and the future. This program is available internationally only, not in North America.

## Purpose

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The purpose of the *Master of Christian Ministry* degree is to provide a program in academic and professional ministry competencies, rooted in theological disciplines and engaged with contemporary life that will result in leadership skills and contribute to the growth of Christian community. The desired outcome is the integration of theology and ministry culminating in graduates who are “practical thinkers and thinking practitioners.” The program builds on basic prerequisites in undergraduate work and professional experience and provides education intended to lead to lifelong learning for the minister or church worker.

The curriculum has been shaped by a vision of Christ’s Church as the people of God—a living, worshiping, witnessing community, within which faith is nurtured and through which Christ is proclaimed and served in the world. Guided by this vision, the curriculum is designed to instruct students in the study of theology in its widest sense, so that they may grow in the knowledge of God, discover and develop their God-given gifts and become more effective leaders of the body of Christ. This involves a deepening understanding of God through rigorous academic discipline; but it also involves, in part as the fruit of such discipline, personal spiritual growth and maturity, and the acquiring of the relevant skills that will enable them to use their theological insights effectively in practical ministry.

*Griggs University is dedicated to fostering the following characteristics, qualities and competencies that define effective Christian ministry:*

1. The Christian minister should be a person who knows and delights in the Word of God, one who is able responsibly and in detail to exegete and interpret the divinely inspired Scriptures. *The Master of Christian Ministry degree is designed to foster ministry that is rooted in the authority of the Bible.*
2. The Christian minister should understand the doctrines and traditions of the Church and be able to interpret them clearly and compellingly for our own time. *The Master of Christian Ministry degree is designed to foster Christian ministry that is theologically responsible.*

3. The Christian minister should possess special abilities and be theologically informed for leading and equipping God's people. The tasks that demand these skills are many: preaching, teaching, evangelizing, counseling, administering, and nurturing spiritual growth. *The Master of Christian Ministry degree program is designed to foster ministry that is professionally competent.*
4. The Christian minister should recognize that evangelism in its widest sense is the responsibility of every Christian and is central to the apostolic nature and mission of the Church. *The Master of Christian Ministry degree program is designed to foster ministry that is committed to evangelism.*
5. The Christian minister is a person of deep and honest faith, a faith that is rooted in an authentic experience of God's grace and that is expressed in a growth toward wholesome maturity in Christ. Such a person is ready always to seek the will of God in the complex moral problems of personal life, and is sensitive to the even more complex ethical issues of the public arena. *The Master of Christian Ministry degree program is designed to foster ministry that is spiritually mature and morally sensitive.*

## Objectives

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Griggs University's Master of Christian Ministry degree is designed to develop the following student outcomes:

1. A person who can engage in rigorous and sound Biblical scholarship.
2. A person who can interpret church beliefs and doctrines in culturally sensitive and relevant ways.
3. A person who is professionally competent in the skills of preaching, teaching, counseling, evangelism, administration and spiritual formation.
4. A person who can prepare a church or organization to fulfill Christ's great commission to evangelize the world.
5. A person who has a living and mature faith.
6. A person who studies God's Word and seeks His will regarding the culturally sensitive and morally complex problems of today.

## Admissions Requirements

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Applicants must hold a baccalaureate degree, be engaged in ministry, have the written authorization of their employing agency, and the endorsement of those whom they serve. The following is a list of requirements and procedures for admission to the MCM degree at Griggs University.

1. Applicants must complete the Griggs University application form.
2. Applicants must submit the following documentation:
  - a. Official transcripts of all undergraduate and graduate credits. If these documents are in a language other than English, they must be translated and notarized.
  - b. A non-refundable application processing fee of US\$50. This fee is for application processing only.
  - c. Three letters of recommendation from:
    - A conference administrator where the applicant is or has been employed who is well acquainted with and can testify to the applicant's character and spiritual commitment.
    - A former teacher who is able to evaluate the applicant's academic abilities.
    - A local church elder who has observed the applicant's ministry and is able to evaluate the strengths and weaknesses of the applicant
3. Applicants must have a baccalaureate degree in religion/theology or a related field from an institution that is accredited by a recognized regional or national accreditation body before they can be admitted to master's degree programs at Griggs University.  
 Normally, a minimum cumulative grade point average of 2.5 on a 4.0 scale is required for admission. Applicants whose GPA for all college work is below 2.50 may be requested to submit additional information for consideration by the Admissions Committee to demonstrate their ability to undertake graduate study.
4. Applicants to the MCM degree who have completed an undergraduate degree in a field other than religion/theology are required to complete "The Call to Pastoral Ministry: A Personal Self-Analysis and Self-Evaluation" form outlining the events and factors that have shaped their Christian faith and led them to consider ministry.
5. Applicants must write a Statement of Purpose (at least 350 words) that includes: (a) an account of the significant factors in one's childhood, family life and academic history; (b) a brief statement of personal faith and theological convictions; (c) the principle reasons for desiring to pursue graduate education.
6. Applicants must be currently employed in ministry or a related field, or must have at least three years of ministerial experience.

## English Language Requirements for International Students

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Griggs University welcomes inquiries from international students who wish to pursue the MCM degree program.

International student applicants who do not speak English as a first language are required to submit scores from either the Test of English as a Foreign Language (TOEFL) or English Language Exam (ELE). Most applicants can obtain the TOEFL Bulletin by writing to TOEFL, P.O. Box 6154, Princeton, NJ 08541-6154, USA, or phone at 609-771-7100. Students in Europe, Hong Kong, India, the Middle East (except Israel), North Africa, Republic of China and Taiwan must obtain a TOEFL Information Bulletin locally. Since tests are given on a limited basis each year, and preregistration is required, the student should allow sufficient time for the results to be included in the admissions process. A score of 550 on the TOEFL examination is required for acceptance to the MCM program.

Applicants who recently earned a baccalaureate degree from a recognized institution where English was the language of instruction may submit a written request asking to be excused by the Admissions Committee from taking the TOEFL test. In addition, a letter of verification is required from the registrar or other academic official of the institution where the degree was earned.

## Transfer Credit

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A maximum of 6 semester hours from accredited graduate institutions may be transferred to a Griggs University MCM degree program, provided they are applicable to the selected track. Grades for these must be at least 3.0.

## Credit through Learning in Professional Experience

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Students may be eligible to receive up to 6 credits for professional experience when approved by the Faculty:

1. The applicant must have completed at least 12 credit hours toward the MCM degree with a minimum GPA of 2.5.
2. The applicant must identify which of the MCM course(s) will be substituted by “Professional Experience” and submit a written request to the Registrar/Vice President for Education. If the request is approved the applicant must then provide the following information to validate their request:
  - a. The applicant must provide two written recommendations for each course from either a class teacher or supervisor or church official the one from whom the experience was gained.

- b. The applicant must submit a comprehensive Professional Experience Portfolio which includes the following:
  - A curriculum vitae.
  - A description of ministerial activities and experiences germane to the subject identified in #2.
  - A reflection-learning paper that analyzes the professional skill acquired as well as a demonstration of how learning based on the reflection-reaction process occurred, and
3. The applicant must submit the completed Professional Experience Portfolio to the Registrar/Vice President for Education at Griggs University following the completion of 12 credits. The portfolio must be type-written and will be reviewed by an appropriate faculty.

## Academic Standards

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Students enrolled in graduate programs at Griggs University should note the following standards of scholarship.

## Absolute Standards of Scholarship

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Candidates for graduate degrees must satisfactorily fulfill the course of study for the degree program they select subject to these standards:

- A minimum GPA of 3.00 (4.00 system) is required for those courses that apply to the degree.
- No course with a grade of D or F (or U) may count toward a graduate degree.
- If a student receives an unsatisfactory grade (as defined above), the course may be repeated once.
- Credit by examination is not accepted toward a graduate degree.

## Standards of Progression

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In order to remain students in good academic standing, candidates for the MCM degree must maintain the following standards:

- The cumulative GPA must be at least 3.0 calculated using all graduate work taken at Griggs University. Exceptions to this standard must be recommended by the director for religious studies and approved by the Vice President for Education.
- A student whose cumulative GPA drops below 3.0 is placed on academic probation. Such a student must work with an advisor to develop a schedule of courses that ensures the student will raise his/her cumulative GPA above the required 3.00 in a timely manner. The vice president or director for religious studies must approve such a plan. Any student who does not meet such a plan is not allowed to continue except by the recommendation of the director for religious studies and the approval of the vice president for education.
- Students who accumulate more than 18 hours with grades below C- (including U) normally are not allowed to continue. Exceptions must be approved by the director for religious studies.
- Students who have been accepted provisionally to a degree program must meet the planned schedule for removing any deficiencies or earning a minimum GPA.
  1. English-language deficiencies must be met by the time the student has completed no more than 50% of his/her course work.
  2. Undergraduate deficiencies should be met by the time the master's degree student has completed no more than 50% of his/her course work.
  3. A minimum GPA of 3.0 must be met by the time the student has completed 16 graduate credits.
  4. A student who does not meet this schedule is not allowed to continue except by the recommendation of the director for religious studies and approval by the vice president for education.
- Students on academic probation or provisional status may not advance to degree candidacy.

## Time Limit for Degree Completion

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In order to ensure that a degree, when granted, represents education that is current and reasonably focused (not acquired a little at a time over an unreasonably long period), all credit applied to the degree must be earned within a seven year period of time.

## Graduation Requirements

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Students may choose to complete the MCM degree in 2 or more years (maximum seven) depending upon their circumstances obligations, financial and other needs. The following specific requirements are necessary to receive the MCM degree:

1. Satisfactory completion of 36 semester hours of study;
2. Attainment of a grade point average of at least 3.0.

## Unit of Credit

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All academic credits are recorded as semester hours. Each semester hour is equivalent to 15 50-minute classroom sessions, plus independent reading and research.

## Grading System

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GU uses the semester system.

<b>A 4.00</b>	<b>superior</b>	<b>D+ 1.33</b>	
<b>A- 3.67</b>		<b>D 1.00</b>	<b>below average</b>
<b>B+ 3.33</b>		<b>D- 0.67</b>	
<b>B 3.00</b>	<b>above average</b>	<b>F 0.00</b>	<b>failure</b>
<b>B- 2.67</b>		<b>incomplete</b>	
<b>C+ 2.33</b>		<b>withdrawal</b>	
<b>C 2.00</b>	<b>average</b>	<b>non-credit</b>	
<b>C- 1.67</b>		<b>pass</b>	
		<b>audit</b>	

## Time Limit for Completion

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All students are given one year (12 months) from date of enrollment to finish courses.

## Honesty

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Using the work of another student or allowing work to be used by another student jeopardizes not only the teacher-student relationship but also the student's academic standing with GU. Lessons may be discussed with other students, tutors may help to guide a student's work, and textbooks, encyclopedias, and other resource materials may be used for additional assistance, but the actual response must be the student's own work.

## Academic Grievance Procedure

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Students who feel they have received prejudiced academic evaluation are entitled to appeal for an impartial review and reconsideration of their cases. Procedures to be followed are:

1. Students should go first to the faculty member involved to discuss the matter.
2. If a satisfactory decision still has not been reached, the case may be presented to the Registrar. Students are expected to state their grievances in writing and in specific detail.
3. If a satisfactory decision still has not been reached, students may present their case to the Vice President for Education, after which they can appeal in writing to the Graduate Council. The decision of the council is final.
4. Any appeal of a grade must be initiated within the first month following the awarding of the grade in question.

## Library Services

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Students receive course mailings that include instructional guides, textbooks, and/or other materials necessary to meet the primary objectives for each course. For research assignments, students may access the resources and services of the libraries mentioned below. In addition, because GU is part of a worldwide sisterhood of schools and colleges, students may visit any Adventist campus to use its library research facilities. Students are also encouraged to use both local libraries and their church library.

GU's resident library is the Rebok Memorial Library, a participant in inter-library loans, that makes its services available to GU administration, faculty, staff, and students.

In addition to the Rebok Memorial Library, GU has affiliation agreements with two other libraries: the James White Library at Andrews University and the Weis Library at Columbia Union College. Library resources are made available worldwide by the APO system, fax and the internet.

Students who have internet or worldwide web connections may obtain an Andrews University computer account that allows free access to the White library's electronic databases, including *Encyclopedia Britannica Online* and the full text of millions of periodical articles. Reference service is available via mail, telephone, fax, and email.

## **Accuracy of Information**

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All information presented in the application to the university must be accurate, complete, and honestly presented. Any information submitted on behalf of the applicant must be authentic. Providing inaccurate information, misleading information, or omitting information on the application to the university may be cause for the rescission of any offer of admission, or for discipline, dismissal, or revocation of degree if discovered at a later date.

## **Ownership of Documents**

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All materials submitted, including transcripts, become the property of Griggs University and will not be returned to the applicant.

## **General Fees and Financial Policies**

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All the general fees and collection policies of Griggs University apply to the MCM program except as noted:

## **Tuition**

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Tuition is calculated at a rate of \$350 per semester hour.

## **CLEP and Other Credit**

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No CLEP credits will be accepted for graduate credits. In addition, no credits will be awarded for any non-academic experience. CLEP will be allowed as evidence of completion for prerequisite requirements.

## **Submission of Late Work**

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No material which may affect a student's grade will be accepted after the official ending date and time of the course unless an incomplete form has been approved by the instructor and the Director for Religious Studies.

## **Academic Advising**

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The responsibility for meeting graduation requirements rests primarily upon the student. Therefore, students should consult with the Registrar for academic advising, during which a plan will be developed to fulfill these requirements. Students should contact the Registrar early in the program and regularly during the course of study.

## Degree Candidacy Requirements

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Each student must complete a total of at least 36 semester hours of study, of which at least 27 hours must be completed at GU.

Each student must complete each course with a grade of C or better and must have an overall grade point average of at least 3.00.

## Application for Graduation

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All GPA requirements must be met at least 16 weeks prior to the expected date of graduation.

In addition to academic requirements, graduating students must have their accounts paid in full before they will be permitted to graduate. Failure to pay account in full will result in a student's graduation being delayed to the succeeding term. Students who discover that they cannot complete their graduation requirements by the date for which they applied must reapply to request a change in their degree award date at least six (6) weeks prior to their initial expected date.

The core curriculum for the MCM degree consists of 8 three-hour cognate courses. The remaining hours are offered through a choice of three tracks of structured study. The following core cognates are required of all students:

### Core Cognates

THST 585	Biblical Hermeneutics (Principles of Biblical Interpretation)	3
THST 600	Expository Preaching	3
THST 605	The Practice of Christian Spirituality	3
THST 610	Pastoral Care and Counseling	3
THST 615	The Doctrine of Salvation	3
	OR	
THST 616	The Covenants, Law and Sabbath (3)	
THST 625	The Doctrine of the Church	3
THST 630	Church Leadership and Administration	3
THST 640	The Development of Seventh-day Adventist Doctrines	3
	OR	
THST 641	The Writings of Ellen G. White (3)	

**Note:** *The goal of the MCM degree is to enhance and strengthen the skills of those already engaged in the practice of ministry. Hence, more than 50 percent of the curriculum relates to applied theology. Electives have been eliminated. Participants may not individualize their curriculum without authorization from the director for religious studies.*

To complete their required hours, students must choose, with the help of their advisor, the track most suitable for their ministry:

### Track I: Evangelism and Church Growth

THST 650	Evangelism and Church Growth	3
THST 655	Equipping Lay Leaders for Church Growth	3
THST 658	Assimilation, Retention, and Reclamation	3
THST 660	The Art of Teaching in Ministry	3

### Track II: Pastoral Care\*

THST 685	Effective Crisis Counseling	3
THST 687	Clinical Pastoral Training A	3
THST 689	Leadership, Ministry and Communication in Organizational Systems	3
THST 688	Clinical Pastoral Training B	3
THST 689	Helping People God's Way	3

### Track III: Christian Ministry

THST 660	The Art of Teaching in Ministry	3
THST 665	The Art of Interpersonal Relationships	3
THST 670	Professional Ethics	3
THST 680	Youth Ministry	3
	OR	
THST 675	Marriage and Family (3)	
	OR	
THST 655	Equipping Lay Leaders for Church Growth (3)	

\* Please note that Track II requires an additional 3 hours to complete because of the clinical training.

## Courses of Instruction

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The purpose of the MCM curriculum of courses is to facilitate a practice of Christian ministry which is rooted in biblical, theological and historical studies; to teach specific ministry skills in such broad areas as administration, pastoral care and counseling, teaching, evangelism and spiritual direction. The curriculum functions in an integrative way to promote the development of thoughtful, disciplined character and of competent, progressive Christian leadership.

The following course titles have been assigned under the broad rubric of Theological Studies to allow for the scope of the three tracks of emphasis.

## Theological Studies

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### **THST 585 Biblical Hermeneutics (Principles of Biblical Interpretation) (3)**

An examination of hermeneutical presuppositions and formulation of sound principles of biblical interpretation with application to selected texts.

### **THST 600 Expository Preaching (3)**

A study of the basic theological, exegetical, theoretical, procedural, and communication principles required for the construction of effective biblical sermons.

### **THST 605 The Practice of Christian Spirituality (3)**

Nurturing a personal relationship with God through involvement with various spiritual disciplines such as prayer, meditation, devotional reading, and journaling under the guidance of an instructor.

### **THST 610 Pastoral Care and Counseling (3)**

*Prerequisite:* An undergraduate course in general psychology

Introduction to the processes and function of counseling as practiced by the helping professions, particularly of the pastor actively engaged in ministry to a congregation. Lab experience required.

### **THST 615 Doctrine of Salvation (3)**

The Adventist approach to a Christ-centered interpretation of the way of salvation in the progressive revelation of the Old and New Testaments, focusing on the interrelationship of justification and sanctification.

**THST 616 The Covenant, Law, and the Sabbath (3)**

An exegetical and theological survey of the themes of covenant, law, and Sabbath in the Bible. The relational theme of covenant is based on God's love, the Law reflecting God's character of love operates within the covenant framework, and the Sabbath functions as a sign of the covenant.

**THST 625 Doctrine of the Church (3)**

The nature, attributes, marks, and government of the Christian Church. Its relation to Christ, to the Scriptures, to its Mission, and to the Holy Spirit. Its ordinances and the ministry.

**THST 630 Christian Leadership and Administration (3)**

Principles and strategies for developing an effective Scripture-based leadership role. The pastor as church leader and administrator.

**THST 640 The Development of Adventist Doctrine (3)**

The development of doctrines unique to the Adventist Church as the Sabbath, sanctuary, atonement, righteousness by faith, conditionalism, and pre-millennialism.

**THST 641 The Writings of Ellen G. White (3)**

Orientation in methods of research in and interpretation of the writings of E. G. White. Based on personal research in her published/unpublished works. Current issues will be examined

**THST 650 Evangelism and Church Growth (3)**

A study that examines the challenge of evangelism, a theology of growth, church growth principles, natural church development, revitalizing plateaued churches, friendship evangelism, the priesthood of all believers and spiritual gifts.

**THST 655 Equipping Lay Leaders for Church Growth (3)**

Introduces principles and practices of evangelism and lays the theoretical and methodological foundation to create a discipling community in the local church.

**THST 658 Assimilation, Retention and Reclamation (3)**

The course identifies effective principles and builds the practice of creating communities and bringing back members who have wandered off.

**THST 660 The Art of Teaching in Ministry (3)**

A study of adult learning theories and teaching methods designed to equip the student to be an effective teacher.

**THST 665 The Art of Interpersonal Relationships (3)**

This course builds the skills and identifies the strategies necessary to lead the congregation into the scriptural principles and practice of Christian relationships.

**THST 670 Professional Ethics (3)**

An inquiry into the field of professional relations, dilemmas, and decision making within the context of Christian ethics.

**THST 675 Marriage and Family (3)**

Examination and development of pastoral tools for pre-marriage and marriage counseling. Includes study of theological, psychological, and sociological principles and applications for the life cycle of the family.

**THST 680 Youth Ministry (3)**

This course identifies and builds biblical principles of youth ministry leadership within the context of the church community.

**THST 685 Effective Crisis Counseling (3)**

An introduction to ministry-based counseling, including basics of stress and crisis theory, basic pastoral interventions and the matter of referrals. Emphasis will be given to four models—educative, directive, supportive, and problem-resolution—and how insights and methods from cognitive-behavioral psychology can be utilized. Also covered will be death, dying and bereavement ministry.

**THST 687 Clinical Pastoral Training A (3)**

This clinically-based course will utilize the examination of personal ministry within the dynamics of supervised group process. Students will function as chaplains assigned to units of a healthcare institution (or other institution as appropriate). They will write verbatims and pastoral analyses of their ministry, engage in case studies, role playing and do pastoral reflection upon the theological and practical implications of their person and work. Each portion of the course will culminate with a written evaluation by student and training supervisor. Training supervisors will be certified by appropriate professional organizations.

**THST 688 Clinical Pastoral Training B (3)**

This is the second half of the student's clinical experience. The course will continue to utilize the examination of personal ministry within the dynamics of supervised group process. Students will function as chaplains assigned to units of a healthcare institution (or other institution as appropriate). They will write verbatims and pastoral analyses of their ministry, engage in case studies, role playing and do pastoral reflection upon the theological and practical implications of their person and work. Each portion of the course will culminate with a written evaluation by student and training supervisor. Training supervisors will be certified by appropriate professional organizations.

**THST 689 Leadership, Ministry and Communication in Organizational Systems (3)**

An overview of organizations as systems, ministry to and through the system as a vehicle of care, and principles of leadership and equipping others for ministry. Emphasis will also be given to understanding and developing effective interpersonal communication within all systems. Also covered will be an examination of cross cultural and ethical implications of ministry.

**THST 690 Helping People God's Way (3)**

This course identifies and builds biblical principles necessary for becoming an effective counselor.

## Graduate Faculty

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RUSSELL BURRILL

D.Min., Fuller Theological Seminary, 1997

M.A., Andrews University, 1964

GARLAND CHRISTOPHER

Ph.D., University of California, Berkeley, 1974

M.B.A., University of California, Berkeley, 1969

ROGER COON

Ph.D., Michigan State University, 1969

M.A., Andrews University, 1959

JOHN DYBDAHL

Ph.D., Fuller Theological Seminary, 1981

M.A., M.Div., Andrews University, 1966–67

REX D. EDWARDS

D.Div., Vanderbilt University, 1974

M.A., M.Div., Andrews University, 1970–73

MARTIN FELDBUSH

D.Min., McCormack Theological Seminary, 1983

M.Div., Andrews University, 1968

BCC, Association of Professional Chaplaincy Ministry, 1980

RON FLOWERS

D.Min., Fuller Theological Seminary, 2000

M.Div., Andrews University 1968

ROY GANE

Ph.D., University of California, Berkeley, 1992

M.A., University of California, 1983

V. BAILEY GILLESPIE

Ph.D., Claremont University, 1973

LEE J. GUGLIOTTO

Ph.D., University Wexford, 1989

B.D., M.Div., Luther Rice Seminary, 1978–80

ROBERT JOHNSTON

Ph.D., Hartford Seminary, 1977

B.D., Andrews University, 1966

GEORGE KNIGHT

Ed.D., University of Houston, 1976

M.Div., Andrews University, 1967

HANS LARONDELLE

Th.D., Reformed Free University, Amsterdam (1971)

WILLIAM MAGROGAN

M.A., California State University, Fullerton, 1985

M.B.A., Stanford University, 1972

J. DAVID NEWMAN

D.Min., McCormick Seminary, 1991

M.A., Andrews University, 1974

GERHARD PFANDL

Ph.D., Andrews University, 1990

M.A., Andrews University, 1977

CALVIN ROCK

Ph.D., Vanderbilt University, 1984

D.Min., Vanderbilt University, 1979

M.A., University of Detroit, 1966

ED RUDOW

Ph.D., Colorado State University, 1971

M.S., Colorado State University, 1970

QUENTIN SAHLY

M.B.A., University of Tennessee at Martin, 1998

RUSSELL L. STAPLES

Ph.D., Princeton, 1981

B.D., Adventist Theological Seminary, 1959

MYRNA WALTERS

Ph.D., University of Nebraska, 1978

M.A., University of Nebraska, 1970

M.A., California State University at Los Angeles, 1966

JAMES ZACKRISON

D.Miss., Fuller Theological Seminary

M.A., Andrews University

M.A. Fuller Theological Seminary

## Board of Directors

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Secretary  
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Associate Secretary  
General Conference of Seventh-day Adventists

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General Conference of Seventh-day Adventists

*\*Member of Executive Committee*

## A Century of Service



At the beginning of the twentieth century, an educator by the name of Frederick Griggs envisioned making Christian education available to people around the world. His vision took shape in 1909 with the establishment of The Fireside Correspondence School. Within two years, The Fireside Correspondence School offered 11 secondary and 9 college courses. By 1916 its students represented nearly every state and province in the U.S. and Canada, as well as 10 other countries. The Fireside Correspondence School was later renamed Home Study Institute (HSI); the name was subsequently changed to Home Study International.

In 1990, the HSI Board of Directors assigned names to its three academic divisions; thus, Home Study Elementary School, Home Study High School, and Griggs University became part of HSI's terminology. In 1991, Griggs University began offering college degrees.

In recent years, the homeschool movement has exploded, but the term "home school" has taken on special meaning for school districts and families who design their own school programs. Pressure from students, parents, and other institutional partners drove the HSI Board of Directors to re-examine the school's name in order to better reflect the mission and operation of HSI. In 2005, the Board voted to change the name of our organization to Griggs University (GU) and Griggs International Academy (GIA).

Since 1909, more than 200,000 people have studied with Griggs. Griggs plays a unique and vital role in the educational development of students of all ages in all parts of the world. People from all walks of life have discovered that distance education helps develop self-reliance, independent thinking, and responsibility. From its humble beginnings in a one-room office, Griggs has grown into a worldwide school that maintains high scholastic standards and utilizes the services of qualified professionals in all phases of its operations. Yet Griggs weds the convenience of an education that travels with you to the personal touch provided by faculty and advisors who care about students.

In 2009, Griggs University/Griggs International Academy celebrates its 100th anniversary. At this time, the administration, faculty, and staff will rededicate themselves to the vision of Frederick Griggs, who believed that every student has the right to a Christian education. All of us at Griggs recognize that we share with parents a sacred responsibility to help students develop the skills, knowledge, and judgment necessary to build a better community than the one they inherited. By remaining true to our mission and by recognizing the incalculable value of each student, Griggs University/Griggs International Academy looks forward to another century of service to students and families throughout the world.