Program & Course Catalog

July 2018 - June 2019

www.cdu.edu

Joy from the Truth - Gaudium de Veritate

The motto of CDU is **Joy from the Truth**, *Gaudium de Veritate*. In his Apostolic Constitution *Ex Corde Ecclesiae*, Pope Saint John Paul II described Catholic universities as coming from the heart of the Church. He stated that "[a Catholic university] shares that *Gaudium de Veritate*, so precious to St. Augustine, which is that joy of searching for, discovering, and communicating truth in every field of knowledge."

(*Ex Corde Ecclesiae*, *art. 1*)

CDU Mission

The mission of Catholic Distance University is to communicate the mind and heart of the Church in a digital world. Using distance education, the university educates teachers and learners worldwide in Catholic theology, the liberal arts, and faith development for the growth of faith, ecclesial service, and leadership for the New Evangelization.

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CDU does not discriminate on the basis of race, color, national origin, sex, disability or age in its programs and services. Questions regarding the implementation of this policy may be addressed to the president. Tuition and fees listed are current from July 1, 2018 - June 30, 2019. Information in this catalog is subject to change. Visit cdu.edu for the most current information about policies, programs and courses. Catholic Distance University ("CDU") is not associated with and operates independently from The Catholic University of America ("CUA"). The WVHEPC has authorized CDU to operate as a degree-granting institution of higher education in West Virginia. Certified to operate in Virginia as an out-of-state private, nonprofit, degree-granting institution by SCHEV.

Introduction

We live in a unique and exciting moment in the history of the Church. Since the close of the Second Vatican Council, the Church has proclaimed Christ's invitation to actively share in His mission and respond to the universal call to holiness.

All Christians need lifelong formation in the word of God through an authentic, systematic exploration of the mystery of Christ's merciful love. We are called to deepen our faith and, as we enter the third millennium, to be familiar with the documents of the Second Vatican Council, called by Pope Paul VI the *Catechism of Modern Times*.

CDU was established in 1983 to meet the needs of adults who recognize that religious literacy is a lifelong process of growing in the knowledge and love of God. Responding to the needs of modern people, CDU uses an increasingly popular educational format called distance education. This provides adults with the opportunity to adapt the methods, time, and places of learning to their own situations and schedules.

Our curriculum includes Vatican II and other Church documents and abundant readings from Sacred Scripture. The *Catechism of the Catholic Church* brings the word of God to us in a language and style rich in meaning for our day. It also is an integral component of the entire curriculum and serves, along with the Bible, as a required text. In the words of Christ himself, "The truth will make you free." CDU's singular mission is to bring the truth of Christ and his Church to you through various innovative methods of distance education. CDU will assist you in your journey to live out the fullness of God's call in your own life and to bring the good news of Jesus Christ to a hungry world. Growing in the knowledge of God is the path of true joy.

CDU is an institution of higher learning that offers an Associate of Arts in Liberal Arts with a Concentration in Catholic Studies, Bachelor of Arts in Theology (BA degree completion), Master of Arts (Theology), Master of Arts in Theology and Educational Ministry, the Catechetical Diploma, Continuing Education, graduate and noncredit certificates. CDU offers Theology courses and online interactive seminars in Catholic doctrine, moral theology, sacraments, scripture, spirituality, bioethics, mariology, liturgy, catechetics, laity, and the *Catechism of the Catholic Church*. CDU also offers Humanities courses in classical languages (Latin, Greek), history, philosophy, and English grammar and composition.

Communicating the mind and heart of the Church through technology

Catholic Distance University (CDU) responds to the need for lifelong spiritual and intellectual formation that includes a deeper knowledge of the teachings of the Church. For over 30 years CDU has educated adults in 60 countries and most US dioceses.

Mission

The mission of Catholic Distance University is to communicate the mind and heart of the Church in a digital world. Using distance education, the university educates teachers and learners worldwide in Catholic theology, the liberal arts, and faith development for the growth of faith, ecclesial service, and leadership for the New Evangelization.

Motto, Vision, Institutional Principles of CDU

The motto of CDU is **Joy from the Truth**, ***Gaudium de Veritate***.

Catholic Distance University through its academic programs, its expertise in distance education, and its commitment to a strong learning community, fosters an encounter with the living God in Jesus Christ who is the "way, the truth, and the life." (Jn 14:6)

In his Apostolic Constitution *Ex Corde Ecclesiae,* Pope Saint John Paul II stated that, "[a Catholic university] shares that *Gaudium de Veritate*, so precious to St. Augustine, which is that joy of searching for, discovering, and communicating truth in every field of knowledge." (*Ex Corde Ecclesiae*, 1)

Pope Emeritus Benedict XVI reminded Catholic educators, "First and foremost every Catholic educational institution is a place to encounter the living God who in Jesus Christ reveals his transforming love and truth." (cf. *Spe Salvi* 4). (Address, Catholic University of America, April 17, 2008)

Pope Francis described the goal of Catholic education, "To prepare hearts, that the Lord might manifest Himself..." (Address: Vatican Global Education Conference, November 21, 2015)

The following principles express the institutional vision:

#1 - Guided by the Apostolic Constitution *Ex Corde Ecclesiae*, Catholic Distance University's curriculum faithfully transmits the teachings of the Catholic Church, promotes the authentic renewal of the Second Vatican Council, and illuminates recent papal documents in support of the New Evangelization.
#2 - Catholic Distance University provides accredited education that reflects a commitment to academic excellence. This includes qualified faculty, a sound curriculum, and systematic

academic programs, including graduate, undergraduate, degree and certificate programs that enhance professional careers and foster lifelong learning.
#3 - Catholic Distance University uses distance education to provide universal access to its educational programs and services through the Internet. Digital communication enables CDU to accommodate learners in their various unique circumstances.
#4 - Catholic Distance University serves the Catholic Church's mission of the New Evangelization through partnerships with dioceses and organizations, and uses current research to inform program development and support the educational goals and needs of the faithful, especially the underserved.
#5 - Catholic Distance University fosters a vibrant learning community among students, faculty, alumni, and staff through its interactive online campus and academic programs that deepen the encounter with the living God in communion with the Church.

Institutional Outcomes

Catholic Distance University with a singular focus of Theology and Religious Education in the modality of distance education is guided by the Apostolic Constitution of Pope St. John Paul II, *Ex Corde Ecclesiae*, "Born from the Heart of the Church". In addition to the University's motto, vision, and institutional principles, our institutional outcomes also reflect the "Mission of Service of a Catholic University" as described in the Apostolic Constitution (*Ex Corde Ecclesiae*, 30).

In the words of the Holy Father, "The basic mission of a University is a continuous quest for truth through its research, and the preservation and communication of knowledge for the good of society. A Catholic University participates in this mission with its own specific characteristics and purposes" (*Ex Corde Ecclesiae*, 30).

Catholic Distance University's Institutional Outcomes are valued traits cultivated within the CDU learning community that serve as desired outcomes across all degree and non-degree programs:

- Lifelong Formation
- Faith Development
- Theological Understanding for Life and Ministry
- Communication for Community
- Collaboration for the Common Good

The students will:
1. *-value lifelong formation for service and leadership in the Church and Society.* To this end CDU is committed to a comprehensive curriculum that enriches every academic level by promoting the integral growth of its students and providing an awareness of the richness of Gospel principles and the living Tradition of the Church. Lifelong formation instills a capacity for promoting an understanding of the lay vocation and equips Church leaders to give witness to the faith in the world *(cf. Ex Corde Ecclesiae, 20). (**Lifelong Formation**)*

2. *-encounter the living word of God in a manner that is profound and life-changing, and that deepens faith working through love, preparing them for active participation in the life of the Church"*

(*ECE*, 41). To this end Catholic Distance University offers theological and religious education programs and courses that promote the integration of knowledge across the theological disciplines based on the dialogue between faith and reason and leading to the unity of all truth (cf. *Ex Corde Ecclesiae*, 17). **(Faith Development)**

3. *~pursue the study of the various theological disciplines so as to become truly competent in the specific sectors in which they will devote themselves to the service of society and of the Church, and, at the same time, be prepared to give the witness of their faith to the world. (cf. Ex Corde Ecclesiae #20)* To this end, Catholic Distance University teaches Catholic theology in a manner faithful to Scripture, Tradition, and the Church's Magisterium that provides an intellectual encounter with changeless truths and strengthens the critical understanding of Gospel principles which enrich the meaning of human life and ministry and shed light on questions in contemporary culture. (cf. *Ex Corde Ecclesiae*, 20) **(Theological Understanding for Life and Ministry)**

4. *~articulate Church teaching and doctrine with clarity and insight that foster an experience of the communion of the Church and a spirit of missionary evangelization for the transformation of the culture* (cf. *Ex Corde Ecclesiae*, 48). To this end Catholic Distance University promotes the formation of authentic human community animated by the spirit of Christ, a common dedication to the truth and vision of the human person, offering theological education in a faith-context that forms men and women capable of rational and critical judgment (cf. *Ex Corde Ecclesiae*, 21, 49). Technology, specifically distance education, is the means by which the University community is developed and sustained. **(Communication for Community)**

5. *~demonstrate intellectual and collaborative skills that foster leadership for the common good and which equip them to integrate faith with life and actively participate in the pastoral ministry of the Church.* To this end Catholic Distance University's programs and courses foster a fruitful dialogue between the Gospel and culture that is open to Revelation and transcendence (cf. *Ex Corde Ecclesiae*, 43). **(Collaboration for the Common Good)**

Accountability for Mission

To assess its primary mission, CDU is committed to ongoing assessment and evaluation of its academic programs. This assessment and evaluation process is directed by the Faculty Governance Council Assessment Committee (AC) and assists the faculty and staff in addressing the alignment of institutional outcomes with degree program goals, department (concentration) objectives, and course syllabi. The AC also develops assessment instruments, rubrics, and juried assessment tools and provides data analyses for administration and faculty review that lead to institutional improvement. In addition, the Board of Trustees annually engages in the assessment of its effectiveness in guiding the University to fulfill its mission.

CDU History

When CDU opened its doors to students in 1983, the school had two staff members, four paper-based courses and a handful of part-time faculty. Over thirty years later, the school has grown into a university having instructed full and part-time students from all 50 states and 60 countries – studying graduate and undergraduate theology and continuing education for adult faith formation. Our faculty has included world-renowned theologians,inspiring teachers, and scripture experts who are all passionate about their faith. Here are highlights of the CDU story:

1983: The school officially opens its doors as the Catholic Home Study Institute (CHSI) and becomes the first catechetical institute in the United States to award the Catechetical Diploma and teach the Faith to adults using distance learning.

1986: CDU gains full accreditation from the Distance Education and Training Council (DETC), which is recognized as a national accrediting agency by the U.S. Department of Education.

1996: The name is changed to the Catholic Distance University as the school expands to offer a fully accredited Master of Arts (Theology) program.

1999: CDU begins offering noncredit continuing education courses.

2000: CDU offers its first online seminar.

2003: Bishop Paul Loverde, DD, Bishop of Arlington, takes the helm as president and chairman of CDU with Bishop Welsh becoming chairman emeritus.

2004: CDU adds a Bachelor of Arts in Theology degree completion program for students with ninety or more undergraduate credits.

2005: CDU launches an innovative online campus and student life center.

2006: CDU offers a 100% online MA degree.

2008: CDU marks the beginning of its 25th year educating Catholics in the faith. Marianne Evans Mount takes the helm as president with Bishop Paul Loverde serving as chairman of the CDU Board of Trustees.

2010: CDU begins new partnership program with US dioceses that allows dioceses to offer CDU noncredit courses and seminars at a special tuition rate.

2011: CDU adds another accredited degree program, the Associate of Arts in Liberal Arts with a concentration in Catholic Studies. This new two-year degree program offers a fully online liberal arts program for the professional development of catechists, parents, aspiring Catholic school teachers, professional career-seekers in the Catholic Church, and young people seeking an affordable college education grounded in the Catholic intellectual tradition.

2011 A new comprehensive academic management system (CAMS) is installed and students are introduced to MyCDU - a personalized portal where students register for courses, pay balances and view grades.

2012: CDU offers a Graduate Certificate in Sacred Scripture.

2015: CDU offers the MA in Theology and Educational Ministry degree and Graduate certificate for Catholic educators.

CDU Governance

CDU is a nonprofit university incorporated in the State of Indiana with its main office in Charles Town, West Virginia. The university is governed by a Board of Trustees comprised primarily of public members who are Catholic laity and members of the clergy including three bishops, two priests, and a permanent deacon. The Board Chair is currently Charles R. Wasaff, PhD. The university president is chief executive officer responsible for day-to-day operations.

The Philosophy of CDU

Ex Corde Ecclesiae and CDU

The Catholic Church has been sponsoring universities for a thousand years and was involved in education for a thousand years before that. When John Paul II issued the apostolic constitution *Ex Corde Ecclesiae* (15 August 1990), he restated the tradition and experience of the Church as it relates to Catholic universities.

He explained the role of faith in the work of the faculty, staff, and students. He also described how research and teaching are illuminated by faith. The university, an intellectual community, is intellectual in a uniquely Catholic way because it respects the truth. As Pope Emeritus Benedict XVI said; "Only in faith can truth become incarnate and reason truly human, capable of directing the will along the path of freedom" *(cf. Spe Salvi, 23)*.

It is this faith that nourishes and guides the Catholic university and makes it a genuine intellectual community. The Catholic Distance University takes *Ex Corde Ecclesiae* as its guiding light.

The principles that guide CDU are these:

- "Every Catholic university, as a university, is an academic community which, in a rigorous and critical fashion, assists in the protection and advancement of human dignity and of a cultural heritage through research, teaching and various services offered to the local, national and international communities." (art.12)

- "Since the objective of a Catholic university is to assure in an institutional manner a Christian presence in the university world confronting the great problems of society and culture, every Catholic university, as Catholic, must have the following essential characteristics:
  [1]. A Christian inspiration not only of individuals but of the university community as such;
  [2]. A continuing reflection in the light of the Catholic faith upon the growing treasury of human knowledge, to which it seeks to contribute by its own research;
  [3]. Fidelity to the Christian message as it comes to us through the Church;
  [4]. An institutional commitment to the service of the people of God and of the human family in their pilgrimage to the transcendent goal which gives meaning to life."(art. 13)

The motto of CDU is *Joy from the Truth, Gaudium De Veritate.* John Paul II described Catholic universities as coming from the heart of the Church in his Apostolic Constitution *Ex Corde Ecclesiae*. He stated that "[a Catholic university] shares that *Gaudium de Veritate*, so precious to St. Augustine, which is that joy of searching for, discovering and communicating truth in every field of knowledge."

The Church has deep roots in distance learning. The first distance educator in the Church was St. Paul who, in the first century A.D., wrote epistles, or letters of instruction, to the early Christian communities. His epistles catechized the early Christians and continue to catechize today as part of Divine Revelation.

Distance Learning for Adults

Distance learning is a method of education in which instructors and students are geographically dispersed yet connected continually through online technology. Students and instructors meet in a virtual course room where lectures are presented, questions are asked, and course materials are discussed.

When choosing distance learning, adult learners can:

- Access coursework from any location. When taking a course online, students can fully participate in group discussions from home, on vacation, at a business destination, or anywhere that life may go.
- Relocate without changing colleges. There is no need to withdraw and transfer to another university (risking the loss of earned credits) if there is a move across the country or around the world.
- Schedule study time to meet individual needs. Online classes allow students to fit studies into the daily rhythms of a work week and natural preferences for day or night work.
- Eliminate the need for driving time, parking hassles and classroom dashes. Distance learning allows students to concentrate on studies and not on complicated arrangements for transportation and family care.
- Learn at a pace that best fits personal learning styles.
- Achieve educational goals when job or family schedules does not allow for on-campus classes and programs

Here are a few things to think about when considering distance education:

- Do you seek a higher level degree but don't have the flexibility to drive to a campus several nights a week?
- Would you like the opportunity to continue your education and faith development at a time and place that is convenient for you and your family?
- Does learning at home appeal to you?
- Are you comfortable using email and accessing the Internet?
- Is being part of an interactive learning community lead by great faculty something you value?
- Are you self-motivated?
- Does the opportunity to interact with adults from all over the world excite you?

If you answered "yes" to these questions, then CDU is the right institution for you.

CDU Distance Learning Formats

All of CDU's courses are offered fully online allowing you to take every one of your classes from the convenience of home. CDU offers three learning formats to meet the varied needs of adult learners. The following descriptions are provided to help explain distance education at CDU and what will work best for you.

Online Courses for Academic Credit

CDU offers three-credit courses in three academic semesters with six term starts per year. Classes meet asynchronously, so students can log into their course rooms when they choose. Each course consists of weekly lessons and a final exam. Most three-credit courses also require a term paper. Exams are proctored through an online proctoring service, so students must take exams on a computer equipped with a camera and microphone.

Research shows that interactive classes offer an optimal learning environment. Our unique Online Campus fosters interaction with the professor and other students. Each course includes a weekly presentation, assigned reading and written assignments, and a text-based discussion with questions and responses. The course is available 24 hours a day, which means that students can login and study at times that best fit their busy schedules.

Online Noncredit Independent Study Courses

Noncredit courses are offered in the online independent study format. These two-month courses allow students to work at their own pace under the direction of a course instructor. After enrolling, students taking these courses can access all course materials and assignments online, have direct access to the course instructor, but do not have the opportunity to interact with other students. Students should check the CDU Bookstore for required textbooks.

Online Noncredit Seminars

Each year CDU offers scheduled 3 week online seminars. These seminars consist of three weekly lessons in which students read the lecture, post questions and answers, and complete a one-page written reflection at the end of the seminar. These seminars are open to degree-earning, university level students as well as other adults who are interested in learning more about the Catholic Faith. See website for current listing of seminars.

Personal Help

No matter which course format you choose, personal help is always available. In fact, many students have told us that they receive more personal attention from their CDU courses through distance learning than they did for courses taught in a traditional classroom.

Whether you are a teacher, parent, priest, religious sister, brother, permanent deacon, college student, convert, or simply someone hungry to learn more about the Faith, CDU makes distance learning easy, convenient, and inspiring.

Technology Requirements:

To take courses at CDU, you need a computer or tablet with an Internet connection and web browser.

For courses with audio or video, Adobe flash or a media player may be needed. For academic courses with final exams, a camera and microphone are needed for the proctoring service.

A printer is also strongly encouraged.

Accreditation and Membership

DEAC

CDU is accredited by the Distance Education Accrediting Commission (DEAC, 1101 17th Street, NW, Suite 808, Washington, DC 20036, 202.234.5100). The Distance Education Accrediting Commission is recognized by the U.S. Department of Education as a nationally recognized accrediting agency. DEAC is a recognized member of the Council for Higher Education Accreditation. CDU undergoes a rigorous re-accreditation process every five years and has been accredited by DEAC since 1986. CDU was last reaccredited in 2015.

The Association of Theological Schools

CDU's Graduate School of Theology is an associate member of The Association of Theological Schools.

CHEA

CDU is a recognized member of the Council for Higher Education (CHEA). CHEA is a national advocate and institutional voice for self-regulation of academic quality through accreditation. CHEA is an association of 3,000 degree-granting colleges and universities and recognizes 60 institutional and programmatic accrediting organizations.

Military Tuition Programs

For active duty military personnel and their spouses and dependents, CDU participates in tuition reimbursement through the U.S. Department of Defense.

Veterans Adminstration Programs

For U.S. Military veterans, their spouses and dependents, CDU is a Yellow Ribbon School and fully participates in the education benefits of the U.S. Veterans Adminstration.

SCHEV

The State Council of Higher Education of Virginia (SCHEV) annually certifies CDU to operate in Virginia as an out-of-state private, nonprofit, degree-granting institution.

WVHEPC

The West Virginia Higher Education Policy Commission has authorized Catholic Distance University to operate as a degree-granting institution of higher education in West Virginia.

Title IV School

The Secretary of Education has determined that Catholic Distance University is an eligible institution under The Higher Education Act of 1965. Please visit the website for information about federal financial aid.

NC-SARA

CDU is an institutional participant in the National Council for State Authorization Reciprocity Agreements (SARA) through West Virginia. The State Authorization Reciprocity Agreement is an agreement among member states, districts and territories that establishes comparable national standards for interstate offering of postsecondary distance education courses and programs. It is intended to make it easier for students to take online courses offered by postsecondary institutions based in another state. SARA is overseen by a National Council and administered by four regional education compacts. Visit www.cdu.edu for state specific details.

United States Conference of Catholic Bishops (USCCB)

CDU is listed on the USCCB list of approved Catholic colleges and universities offering distance education.

International Federation of Catholic Universities (IFCU)

CDU is a member of the International Federation of Catholic Universities (IFCU), an association of Catholic universities and Catholic institutions of higher learning founded in 1924, approved by the Holy See in 1949, and recognized as an International Non-Governmental Organization by the United Nations in 1952.

Association of Catholic Colleges and Universities (ACCU)

CDU is a member of the Association of Catholic Colleges and Universities (ACCU), which was founded in 1899 to help member institutions strengthen their stated Catholic mission and to foster collaboration among Catholic colleges and universities.

The Newman Guide

CDU is listed as a Recommended College in The Newman Guide, a planning guide for colleges and universities. The Newman Guide states: "Students come to CDU as a way to increase their knowledge of the Catholic faith, as well as to bring this knowledge to their families and into their professional lives. Some students hope for positions in Catholic schools or other religious education programs. ... CDU has always been a distance institution. From 1983 until 2000, it used a paper correspondence format. Increasingly, it has gone online and describes itself as “an online learning community that is global.”"

Hours of Operation

CDU administrative offices are open during standard business hours EST: 9:00 a.m. - 5:00 p.m Monday through Friday. The online campus is open to students 24 hours a day, 7 days a week.

University Calendar

CDU observes the following Holy Days and holidays throughout the year. On these days the administrative offices are closed.

Holy Thursday - Thursday before Easter
Feast of the Assumption - August 15
Feast of the Immaculate Conception - December 8
Memorial Day - Last Monday in May
Labor Day - 1st Monday in September
Day after Thanksgiving - 4th Friday in November
Good Friday - Friday before Easter
Feast of All Saints - November 1
Christmas Break - December 23 - January 1
Independence Day - July 4
Thanksgiving - 4th Thursday in November

How to Apply to a CDU Program

Admission requirements vary depending on the program. Please see each program area for more information. Applications for each program can be completed online at www.cdu.edu. Applicants will be notified of acceptance through email. Those who are accepted will receive an acceptance letter, program contract, and program worksheet.

MyCDU

is your one-stop location for accessing and managing your personal CDU information.

Find important announcements from CDU staff and faculty and news about upcoming courses and seminars.

See what courses are being offered for the upcoming term, register for your courses, view an unofficial transcript, see your grades, check out your schedule, and review your financial account.

Review the courses on your schedule for the upcoming term.

How to Register for a Noncredit Course or Seminar

Visit the Continuing Education section of the website at www.cdu.edu.

Student Verification Procedures

CDU identifies the identity of students in the following manner:
(1) Through a secure login and pass code to access the Online Campus
(2) Through proctored examinations that require a government-issued photo ID.

Course Schedules

Courses taken in the online term-based format are designed either to be completed in 8, 12 or 16 weeks of class time. Students enrolling in these courses should expect to spend 10-17 hours a week completing lessons, participating in online discussions, and posting assignments. Eight or twelve weeks are allowed for coursework and additional days for students to take a proctored final exam. (refer to University Calendar) Students who take courses online and would like to have printed course materials can print them directly from their computers or have a commercial business provide this service. CDU does not supply printed materials to students taking online courses.

Shipping and Handling from CDU

Incarcerated students who must enroll in an academic credit paper-based course pay a $100 printing/ handling/shipping fee. Course materials sent within the United States are shipped via priority mail. For an extra charge, students can receive them via Federal Express. Students are responsible for providing postage on materials mailed to CDU. Non-course related items purchased from CDU are subject to shipping and handling fees. The online bookstore charges shipping and handling at the time of purchase.

Transcripts

CDU will issue an official transcript of courses completed for college credit. The transcript will be issued by CDU to a receiving institution at the request of the student. An official transcript will be issued to students in a sealed envelope or sent directly to a receiving institution. The fee for sending a transcript is $10 per address and must be paid in advance. It is the student's responsibility to seek credit transfers for courses completed at CDU. Please contact the registrar for more information.

Textbooks and Church documents may be purchased from CDU's online bookstore. For the most current information about required textbooks, prices and ordering information, visit *www.cdu.edu*.

Learning Differences

CDU recognizes that learning styles vary, and learning differences exist among students capable of doing university-level work. Any student who requests specific accommodations should submit documentation verifying the need for eligibility under the American Disabilities Act (ADA) of 1990 and Section 504 of the Federal Rehabilitation Act of 1973. This documentation should be sent to CDU Admissions 30 days prior to the beginning of a course or program. Documentation must include:

- The credentials of a qualified professional, such as a physician or licensed psychologist, who can attest to the need for accommodation based on a clinical diagnosis.
- A qualified professional's description of the following:

- the nature of the disability and the accommodation requested;
- the diagnostic method used to determine the nature of the disability;
- the applicant's current functional limitations; and
- the expected progression or stability of the disability.

• Recommendations for accommodations.

CDU will review all requests for accommodation and will determine if the accommodations can be met reasonably and feasibly. CDU will discuss a plan for accommodations with the student and with any involved faculty members. While CDU strives to assist all students, certain services are not feasible. For example, CDU is not able to provide personal tutors, coaches, or assistive technology and cannot compromise its academic standards or course components. Students may appeal any ruling regarding accommodations by writing to the academic dean.

Special Admission Requirements for International Students

As a global online university, CDU receives many applications each year from all over the world, and we understand the difficulties students may have in communicating with universities in a different country. Our goal is to make the admissions process as smooth as possible. Contact Admissions at 1.888.254.4CDU ext 700 or *admissions@cdu.edu* to answer questions about special requirements for international students.

Bachelor's Degree or Equivalent

International students applying for a graduate degree at Catholic Distance University need the equivalent of a bachelor's degree from an accredited college or university. An official transcript in English must be submitted in an envelope sealed by the institution.

International students seeking admission must present an English evaluation (not just a translation) of their credentials. An English translation differs from an English evaluation. The evaluation refers to:

- the quality of the foreign school attended
- the equivalency of the student's coursework to our undergraduate degrees
- the equivalency of the student's international scores into a U.S. equivalent grade

There are several recognized agencies throughout the country that provide this service; it typically costs about $100.

English language proficiency and testing

Applicants whose native language is not English must provide verification of English proficiency by submitting the results of a standardized test that measures language proficiency. Exemptions are granted for students whose native language is English, or who have obtained a four-year undergraduate degree or a graduate degree from an accredited institution in the United States or other English-speaking countries.

Test of English as a Foreign Language (TOEFL)

See chart for the minimum TOEFL PBT (paper based test) and iBT (Internet based test) scores. Registration materials for these exams can be obtained from Educational Testing Service. Have scores sent directly to CDU. Our TOEFL institutional code number i-s 6986. TOEFL scores are valid for two years.

International English Language Testing System (IELTS)

Please see the chart for the minimum IELTS score. There is no department code or institutional code for CDU. Please have scores sent directly to CDU. IELTS scores are valid for two years. Information about the IELTS exam can be found at the IELTS web site.

Minimum Test Scores		
Test Type	Undergraduate Applicant	Graduate Applicant
TOEFL PBT	500	530
iBT	61	71
IELTS	6.0	6.5

Partnerships

Providing opportunities for members of your diocese, parish, or organization to learn more about the Catholic faith is a challenge. Constraints such as geography, staffing, time, and money often get in the way of providing a systemic program of study for lay volunteers, parents, catechists, deacons, Catholic schoolteachers, and parishioners. CDU can help meet this ever-growing challenge with online courses, seminars, and degree programs. Currently CDU has partnerships with dioceses across the United States and Catholic organizations, like the Catholic Medical Association (see website for more details).

CDU offers graduate and undergraduate courses that dioceses may wish to incorporate into their permanent diaconate formation programs. Deacon directors and others are invited to contact the Academic Dean (pbrown@cdu.edu) for more information.

Academic Programs

CDU offers academic programs for undergraduate and graduate level theology. At the graduate level, concentrations are offered in Sacred Scripture, Philosophy, Ecclesial Service, and Catholic Culture. The university also offers the Catechetical Diploma for those seeking an in-depth program in religious education. Many of our partners use CDU's academic programs to train professionals who are already involved in teaching or religious education, preparing for a religious vocation, or studying to be a permanent deacon in the Church.

Noncredit Courses and Seminars

Faith formation is a lifelong journey. Just as we are required to stay current in our professional lives, the Church calls us to continue growing in knowledge of our faith. CDU's noncredit certificates offer adults a carefully designed curriculum of doctrinal, moral, and spiritual formation that combines high quality, faithful teachings in a convenient distance learning format.

CDU noncredit courses and seminars provide a great formation tool. Courses are available online, day or night, to read materials, participate in a group discussion, and ask questions of the instructor. Most courses and seminars only require 2-3 hours per lesson or week, making it easier to fit into demanding schedules.

Group Subsidy Plan

To keep our programs affordable, this plan allows your diocese or group to subsidize the

tuition for noncredit online courses and seminars by paying an annual fee. Noncredit courses and seminars are then offered to members of your diocese or group at a lower tuition rate which is paid by the student. Your group also receives a page on the CDU website containing information about what courses and seminars at CDU match your group requirements for catechetical certification, diaconate training, or any other certification programs.

Tuition and Fees

Tuition is set by the board of trustees and is subject to change without notice. Tuition for all courses and programs is accepted in U.S. currency only. Tuition may be paid with Master Card, Visa, Discover Card, or American Express, a debit card bearing one of the previous credit card logos, check, or money order. CDU does not bill for tuition, except for pre-approved third-party payments (Contact the finance office for pre-approval).

Tuition (effective 7.1.18 - 6.30.19)	
Noncredit course	$165 per course
Undergraduate course (including Associate courses)	$305 per credit hour ($915 per course)
Graduate course	$450 per credit hour ($1,350 per course)
Noncredit online seminar	$165 per seminar
Course Audit	$300 per course
Academic credit paper courses: Fee for printing/shipping/handling for incarcerated students	$100 per course
Academic Application Fees (non-refundable)	
Academic application fee	$25
Other Fees	
Technology fee (all undergraduate and graduate students)	$30 per credit
Graduate program one-year extension	$500
Undergraduate program one-year extension	$200
Short-term payment plan processing fee	$30 per course*
Copy of official transcript	$10
Re-Issue lost or destroyed diploma (contact the registrar for requirements)	$50
Late registration or payment for term courses	$100

Tuition and fee schedule is effective 7.01.18 - 6.30.19. Students with unpaid financial obligations at the completion of a course or a degree program will not be awarded a degree, transcript, or course completion certificate until all financial obligations are met.
* Short term payment plans must be set up three weeks before the first day of class.

Proctor Fee	
Term course with final exam	$25 per course
Additional hour of proctoring	$10
Comprehensive exam	$50
Comprehensive exams retake fee	$50

CDU Satisfaction and Refund Policy

We believe you will be completely satisfied with your course. However, if for any reason you discontinue your studies during the enrollment period, Catholic Distance University has established the following cancellation and refund policy. To request a refund, please contact the Bursar at bursar@cdu.edu or by phone at 304-724-5000 ext. 708. Refunds will be processed within 30 days of request.

Enrollment Termination: A student may terminate an enrollment at any time during the enrollment period by notifying CDU, preferably in writing.

Cooling-off period: If CDU is notified of cancellation within five (5) calendar days, (a minimum of three (3) business days), after midnight of the day on which the enrollment agreement is accepted, an applicant requesting cancellation in whatever manner within this time will be given a refund of all money paid to CDU. Please note: the Application Fee is non-refundable.

Definition of refundable tuition: The refundable tuition is the total course cost including tuition and associated course fees (technology, proctor and shipping)

Non-Refundable Fees: The following fees are non-refundable after the cooling-off period.

Payment plan fees

All non-course related fees

Virginia Students: refunds are calculated in compliance with Virginia Administrative Code 8 VAC 40-31-160 (N).

If a student is registered for a course for more than 6 months, there is no tuition refund.

Once the course begins, the following schedules will be used to calculate refunds:

I. Online for credit, Practicum, or any fixed-length academic degree course of 16 weeks or less:

Length of course	Portion of the refundable Tuition returned to the student
1-6 weeks	1st week=70% 2nd week=40% 3rd week=20% 4th week= 0%
7-10 weeks	1st week=80% 2nd week=60% 3rd week=40% 4th week= 20% 5th week=0%
11-16 weeks	1st week=80% 2nd week=70% 3rd week=60% 4th week=50% 5th week=40% 6th week=30% 7th week=20% 8th week=10% 9th week= 0%

** Note: Week 1 starts on the first day of class and continues 7 days. If classes start on Monday, week 1 starts Monday and ends the following Sunday. Week 2 starts the next Monday.

Sample Refund Calculation:
Student registered for a 3-credit undergraduate course in a 12-week term with a final exam and drops the course in week 3 of the term. The refund calculation is as follows:

Course Charges:
Tuition (3 credits undergraduate) $915.00
Technology Fee (3 credits) $90.00
Proctor Fee $25.00
Total Course Cost $1030.00

Per the table above, dropping during week 3, for a 12-week course the student is entitled to a 60% refund after registration fee.

Refundable Tuition ($1030) $1030.00
Tuition refunded to student (60% of $1030) $618.00

II. Paper courses and courses longer than 16 weeks

When a student cancels after completing at least one graded assignment but less than 50% of the graded assignments, the institution may retain a one-time registration fee plus a percentage of all costs paid by the student in accordance with the following schedule:

Percentage completed by the student	Percentage of the refundable Tuition returned to the student
Up to 10%	90%
>10% - 25%	75%
>25% - 50%	50%
>50% - 100%	0%

Sample Refund Calculation:
Student registered for a 3 credit undergraduate paper course. The student drops the course after completing 3 of the 12 lessons. The refund calculation is as follows:

Course Charges:
Tuition (3 credit undergraduate) $915.00
Technology Fee (3 credits) $90.00
Total Course Cost $1005.00

Per the table before, dropping after completing 3 of 12 assignments, the course is 25% complete and the student is entitled to a 75% refund after registration fee.

Refundable Tuition ($1005)	$1005.00
Tuition refunded to student (75% of $1005)	$753.75

Satisfaction and Refund Policy for Noncredit Courses

CDU will issue a full refund, minus the cost of any completed coursework, to any students who cancel their continuing education registration within 72 hours after they have been given access to their program, course, or seminar. After that point, CDU will issue no refunds. Students receive automatic access to independent study courses at the time of registration and payment. Students receive access to seminars on the first day of the seminar. To request a refund, please contact the Bursar at bursar@cdu.edu or by phone at 304-724-5000 ext. 708. Refunds will be processed within 30 days of request.

Paying for Education

Planning is key to financing your education. To assist our students, CDU offers several options to pay for tuition:

Short Term Payment plan (23 KB)
Sallie Mae private loans
CDU accepts Federal Financial Aid. Students wishing to participate should complete the Free Application for Federal Student Aid (FAFSA). Only students who have completed all the admissions requirements for the AA, BA MA, in Theology programs will be eligible for financial aid at this time.

CDU students may be eligible for tax credits.

Contact our Bursar at 1.888.254.4238 ext. 708 or bursar@cdu.edu to learn more about the options available to pay for your education.

Scholarships, Grants and Other Free Sources

While CDU does not offer scholarships at this time, students are encouraged to research other sources to help pay for a degree. Many companies have tuition reimbursement programs to help employees and their families earn a college degree. A growing number of Catholic parishes and dioceses offer tuition assistance to adults studying at CDU. To serve current military personnel, families, and veterans, CDU participates in tuition assistance for all U.S. military services. (In most cases, the military reimburses 100% tuition up to a maximum of $250 per credit and $4,500 per year.)

CDU works closely with the Archdiocese for the Military Services, USA, and other supporting organizations to provide the type of educational opportunities needed by Catholic military and their families.

Here are a few suggestions to learn more about possible free sources available to finance a CDU education:

Check state agencies at www.ed.gov/Programs/bastmp/SHEA.htm
Talk to the training/human resources department where you work
Ask the parish director of religious education, parish priest, Catholic school principal and/or diocesan office for tuition assistance information when studying at CDU
Visit www.todaysmilitary.com for benefits to military personnel
Visit www.gibill.va.gov for benefits available to spouses of veterans or dependents of veteran
Visit www.billraskob.org to learn more about interest free student loans
Visit www.onlinemastersprograms.org/financial-aid/scholarships/ for a list of possible scholarships you may qualify for

Sallie Mae Private Loans

While it is wise to borrow only when necessary, a loan from a private lender may be the best answer when searching for ways to finance a CDU education. CDU's status as a Title IV school allows graduate and undergraduate program students to borrow at very competitive interest rates. Sallie Mae online application is quick and easy with many students receiving loans within a few days.

Log on to www.SallieMae.com/student-loans to learn more about the Signature Student Loan and to start the application process. After completing the online application, Sallie Mae will process your loan, obtain school certification, and distribute loan proceeds to financial aid office. Applications can also be requested over the phone.

Tax Credits for Students

The Secretary of Education has determined that Catholic Distance University is an eligible institution under The Higher Education Act of 1965. This recognition allows students to consider deferment of certain federal student loans and possible tax credits for tuition payments. These tax credits can provide dollar-to-dollar reductions in your final tax liability.

The Lifetime Learning Credit is a nonrefundable tax credit equal to 20% of a family's first $10,000 of qualified education expenses for post secondary education and training (subject to IRS phase out limitations). This includes tuition and required enrollment fees as well as course-related books, supplies, and equipment if paid to CDU as a condition of your enrollment. All continuing education, graduate and undergraduate courses offered by CDU fulfill criteria for the Lifetime Learning Credit. Please consult your tax advisor for your eligibility to claim the credit.

The American Opportunity Credit is a refundable tax credit available for taxable years beginning in 2009 – 2017. There is a maximum credit of $2,500 per student. The credit

is computed at 100% of the first $2,000 of qualified expenses and 25% of the next $2,000 of qualified expenses (subject to IRS phase out limitations). Qualified expenses include tuition and required enrollment fees and course-related books, supplies, and equipment for the first four years of undergraduate (postsecondary) education. Please consult your tax advisor for your eligibility to claim this credit.

Status as a Title IV school also offers some students the option to defer federal education loan payments. A deferment is a period of time during which no payments are required and interest may not accrue. Students who are at least half-time (as defined by the U.S. Department of Education) are eligible to apply for deferments. Requests for defer ments must be certified by CDU and approved by the lender.

Students are encouraged to visit the IRS web site at http://www.irs.gov and talk to their accountant to learn more about possible tax credits.

529 Plans

A 529 plan is a tax-advantaged savings plan designed to encourage saving for future college costs. 529 plans, legally known as "qualified tuition plans," are sponsored by states, state agencies, or educational institutions and are authorized by Section 529 of the Internal Revenue Code.

As a Title IV eligible institution, CDU is able to accept funds from 529 plans. If you run into difficulty using your 529 funds to pay for your CDU education, please contact the bursar's office (bursar@cdu.edu) so we can help.

Military Assistance

For 30 years, CDU has provided educational opportunities to service members, veterans, and members of military families. While many universities offer degree programs for the military, CDU is one of the few that addresses the intellectual and spiritual hunger of our students as they come together to form a virtual community united in a pursuit of knowledge, truth, and the love of God.

Active participation in government programs

As a DEAC-accredited university, CDU is approved by the Department of Defense as a provider of voluntary education. CDU participates in the following programs:

- **VA GI Bill® educational benefits**
  - GI Bill® is a registered trademark of the U.S. Department of Veterans Affairs (VA). More information about education benefits offered by VA is available at the official U.S. government website at http://www.benefits.va.gov/gibill.
- **Tuition Assistance (TA) for all branches of active duty military**
  - Students utilizing Military TA funding are reminded to meet with their Education

Services Officer (ESO) for a TA briefing prior to enrolling and requesting TA funds

- **Available Resources**
  - TA Decide: https://www.dodmou.com/TADECIDE
  - College Navigator/College Scorecard: https://collegecost.ed.gov/

- **Military Policies**
  - **Leave of Absence**

    For serious reasons, a student may apply for a leave of absence not to exceed 180 days. During this leave, elapsed time does not accrue toward the maximum completion time allowed for finishing the program. A letter requesting leave should be addressed to the Registrar. For Active Service Members, the LOA for a course or program can be extended beyond 180 days for Military Service operations. Appropriate documentation should be submitted to the Registrar@cdu.edu.
  - **Return of Military TA Funds Policy**

    A student that paid for all or a portion of their course(s) using Military Tuition Assistance (TA) who withdraws from school or a course during an enrollment period in which the student began attendance will have the amount of TA funds he/she did not earn calculated according to federal regulations (Department of Education Title IV of the Higher Education Act of 1965, section 484B). The percentage of TA funds that is earned is the number of calendar days the student has been enrolled for the enrollment period up to the day the student withdrew, divided by the total calendar days in the enrollment period.

    For percentages less than or equal to 60%, the percentage is multiplied by the amount of TA funds awarded for the enrollment period to determine the amount of TA funds earned. The amount of TA funds that has not been earned, and must be returned, is the complement of the amount earned. For percentages greater than 60%, the TA funds for the enrollment period are considered 100% earned.

    Once the amount of TA funds that was not earned has been calculated, federal regulations require that the school return a portion of the unearned funds equal to the lesser of the institutional tuition charges multiplied by the unearned percentage of funds or the entire amount of unearned funds. For a schedule of returning TA funds visit cdu.edu/military-assistance/.

Additional Benefits for military-affiliated students

- For our **Active Duty Military and Reservists** utilizing Tuition Assistance, we offer need-based **grants** up to a maximum of $100/credit hour, which can fund the additional CDU tuition beyond the military TA cap of $250/credit hour.
- For our **Military Veteran Students**, we participate in the **G.I. Bill® Yellow Ribbon Program**, which means we agree to make a limited number of additional funds available for eligible students to maximize their GI Bill benefits. Learn more about the GI Bill and Yellow Ribbon program (https://www.benefits.va.gov/gibill/)
- **Credit for military education and training courses**, including CCAF, JST, DANTES, and ACE-evaluated training.

- A **10% tuition discount to all military-affiliated students** including active duty, reservist, military spouses and dependents and veterans who are ineligible for any other scholarship or assistance program. A Uniformed Services ID Card is required.

CDU has a proven track record of delivering theology in a distance format to military students around the world, and we are able to consider special needs that may arise due to deployment, combat situations, and other circumstances unique to the military.

Knowledgeable Military Support Staff

Our staff has years of training and experience in meeting the unique financial and academic needs of military members, veterans, and their families. To learn more, email our Bursar or call 1.888.254.4238 ext. 708.

Financial Aid

Catholic Distance University's Student Financial Aid Office is available to help you apply for Federal and State Financial Assistance, as well as Private Student Loan assistance. The responsibility of financing your education lies with you and your family. The Federal Financial Aid Program is available for students who qualify and is based upon your financial need. Catholic Distance University's Student Financial Aid Office will guide you through the Financial Aid process. They can be reached by e-mail at FinancialAid@cdu.edu or by phone on extension 702.

There are several types of aid available to Catholic Distance University students including various state, federal and private student loan programs; as well as gift aid including grants and scholarships which do not have to be paid back.

Federal Financial Aid must be reapplied for each academic year using the FAFSA (Free Application for Federal Student Aid). Currently, only students enrolled in the following programs are eligible for Federal Financial Aid:

AA in Catholic Studies (CIP code 24.0101)
BA in Theology (CIP code 39.0601)
MA (Theology) (CIP code 39.0601)
MA in Theology and Educational Ministry (CIP code 39.0601)

For the purposes of Federal Financial Aid, fulltime status for Undergraduate programs is considered 12 credits in a 16 week semester and fulltime for Graduate programs is considered 6 credits in a 16 week semester.

TYPES OF AID

Federal Pell Grant.
Federal Grant that is based on Need. The award is gift aid and does not need to be repaid. Students must be enrolled at least ¼ time to be eligible for Pell Grant in an undergraduate program. Graduate students are not eligible for the Federal Pell Grant. Eligibility is based on Need.

Federal Subsidized Direct Loan Program.
Federal Loan that is based on Need. This award is borrowed aid and must be repaid. Students must be enrolled at least ½ time to be eligible for the Subsidized Direct Loan Program. Principal and interest MAY BE deferred until after student leaves college or attends less than half time. Payment deferred until six months after student leaves the University or attends less than half time.

Federal Unsubsidized Direct Loan Program.
Federal Loan that is NOT Need Based. This award is borrowed aid and must be repaid. Students must be enrolled at least ½ time to be eligible for the Unsubsidized Direct Loan Program. Principal and interest IS NOT deferred while the student attends college. Payment deferred until six months after student leaves the University or attends less than half time.

Annual Limits for Subsidized and Unsubsidized Loan
Dependent Undergraduates (with approved PLUS Loan)

	Subsidized	Additional Unsubsidized
First Year	$3,500	$2,000
Second Year	$4,500	$2,000
Third Year and Beyond	$5,500	$2,000

Independent Undergraduates & Dependent Students with unapproved PLUS Loan

	Subsidized	Unsubsidized and Additional Unsubsidized
First Year	$3,500	$6,000
Second Year	$4,500	$6,000
Third Year and Beyond	$5,500	$7,000
Graduate and Professional Students	$0	$20,500

Federal Parent Loan for Undergraduate Students (PLUS LOAN)
Credit Based loan for parents of dependent undergraduates. The loan can cover educational costs up to the cost of attendance.

Private Loans
Credit-based loan for parents of dependent students or independent students. Rates and conditions vary by provider.

Veterans' Benefits
Benefits provided for Veterans and Dependents of Veterans. Benefit is based on service provided to military branches. Contact the Veterans Administration or a Veterans Service Officer for information.

DISBURSEMENTS

DIRECT LOANS

First-Time, First Year Borrower:
Disbursements will be made 30 days after the academic year or program start date and again at 14 days after the beginning of the second module in their semester. All subsequent disbursements will be made 14 days after the beginning of the module.

Subsequent Borrowers, Parent PLUS Loans, and Graduate PLUS Loans:
All disbursements will be made 14 days after the beginning of the module.
NOTE: ALL STUDENTS MUST HAVE RECORDED ATTENDANCE IN THE CURRENT MODULE IN ORDER TO RECEIVE A DISBURSEMENT.

FEDERAL PELL GRANT

All disbursements will be made 14 days after the beginning of the module.

STATE AND INSTITUTIONAL GRANTS VARIES

Dependent on individual requirements

PRIVATE LOANS VARIES

Dependent on individual requirements

ADDITIONAL RESOURCES

Federal Student Aid website: https://studentaid.ed.gov/sa/
Direct Loan Basics (visit the Financial Aid section of our website to view document)
Financial Aid at a Glance (visit the Financial Aid section of our website to view document)
Financial Aid Shopping Sheet: http://www2.ed.gov/policy/highered/guid/aid-offer/index.html
Paying for College: http://www.consumerfinance.gov/paying-for-college/
College Navigator/College Scorecard: https://collegecost.ed.gov/

FEDERAL DIRECT LOAN COUNSELING

Federal Direct Loan Entrance Counseling

Federal Direct Loan Entrance Counseling must be completed by anyone who is a first time borrower of the Federal Subsidized, Federal Unsubsidized, or PLUS Loan recipient. Entrance Counseling is meant to provide the borrower with enough information to understand the terms of borrowing student loans.

Catholic Distance University provides and ensures that Loan Entrance Counseling is completed at the Federal Student Aid website, www.studentloans.gov. Students must go the website and login to complete their Entrance Counseling session.

Entrance counseling includes, but not limited to, explanations on topics such as:
Use of a Master Promissory Note (MPN)
Importance of repayment

Consequences of default
Sample repayment schedules
Borrower's rights and responsibilities
Information on the National Student Loan Data System (NSLDS)
Borrower's maximum eligibility periods
Responsibility for all accruing interest on Federal Direct Loans
Borrowing aid wisely

Federal Direct Loan Exit Counseling

Catholic Distance University will notify students electronically and in writing to complete loan exit counseling online at the Federal Student Aid website, www.studentloans.gov within 30 days of their withdrawal, enrollment of less than ½ time, or completion of their program.

Catholic Distance University will also notify students via mail to advise them of the exit counseling requirement. All required exit information will be including the Federal Exit Counseling Guide for Federal Student Loan Borrowers. The Guide can be found at https://studentaid.ed.gov/sa/sites/default/files/loan-exit-counseling.pdf
Exit counseling includes, but not limited to, explanations on topics such as:

Use of a Master Promissory Note (MPN)
Repayment obligation
Consequences of default
Sample repayment schedules
Borrower's rights and responsibilities
National Student Loan Data System (NSLDS)
Possible loss of eligibility for additional Direct Subsidized Loans
Borrowing aid wisely

Cancellation, Withdrawal, Add/Drop Period

ADD/DROP PERIOD

All students will have an Add/Drop Period through attendance of the end of the second week of instruction after module start date.

OFFICIAL WITHDRAWALS

In order for a student to be considered an Official Withdrawal, the student must provide official notification of the intent to withdraw from Catholic Distance University. A student may terminate enrollment in an individual course or withdraw from a program at any time by notifying the university. Withdrawal requests should be emailed to the Registrar at registrar@cdu.edu or mailed to the Registrar's Office at 115 W. Congress St., Charles Town, WV 25414.

WITHDRAWAL DATE

The withdrawal date for an official withdrawal is defined as the date the student begins the official withdrawal process or provides written notice of their intent to withdrawal.

UNOFFICIAL WITHDRAWAL

Students who do not provide official notification to Catholic Distance University of their intent to withdraw are considered unofficial withdrawals.

WITHDRAWAL DATE

If the student ceases attendance without providing official notification due to circumstances beyond the student's control, the withdrawal date is the date the school determines is related to that circumstance. For students that do not return from an approved leave of absence, the withdrawal date is the last date of attendance of an academically related activity. The withdrawal date for all other instances where a student withdraws without providing official notification is the mid-point of the payment period or the last documented date of attendance at an academic event, whichever is later.

DATE OF DETERMINATION

The Date of Determination for students who are considered unofficial withdrawal is the latter of the student's official withdrawal date, or the date of notification. For student's who do not officially withdrawal the date of determination is no later than 30 days after the end of the earlier of the:

Payment period
Academic year
Student's educational program

Consumer Information

Campus Crime Statistics

Catholic Distance University understands that effective learning requires a safe environment. CDU complies with the Higher Education Opportunity Act of 1965 and the Safe and Drug Free Colleges and Communities Act and Amendments of 1989. As an educational institution offering 100% of our programs online, Catholic Distance University is exempt from the Clery Act compliance obligations, including the annual ASR.

Federal Loan Cohort Default Rate

Catholic Distance University works directly with our students throughout the entire Financial Aid process to ensure they understand their obligations for borrowed aid and thereby minimize the cohort default rate. Since CDU has only been participating in the Federal Loan Program since 2016, we do not yet have a calculated Federal Loan Cohort Default Rate.

State Contact Information for Student Complaints

Catholic Distance University is committed to our students and hopes that all students are pleased with the education and service they receive at the University. In the rare event that a complaint cannot be rectified through the Appeals and Grievances Policy, students have the right to file a complaint in the state the student resides.

The State specific contact information is listed on the CDU website at www.cdu.edu

Policies

All policies related to student enrollment can be found in the Student Handbook.

Grading Scale

CDU uses a numerical system of grading, with pluses or minuses. Course grades are determined as follows:

Numerical Grade	Letter Grade	Quality Point
98 - 100	A+	4.25
93 - 97	A	4.0
90 - 92	A-	3.75
87 - 89	B+	3.5
83 - 86	B	3
80 - 82	B-	2.75
77 - 79	C+	2.5
73 - 76	C	2.0
70 -72	C-	1.75
65 - 69	D	1.0
Below 65	F	0

Other Grading Terms	
W	Withdrawn after the five-day period initiated by student; some assignments turned in
P	Pass
NP	Not Pass
P*	Pass and Noncredit final seminar paper received
Au	Audit

Academic Probation Policy

Academic Probation:
Students dropping below the program GPA requirement will be placed on academic probation, referred to the dean, and will be required to follow steps to restore their GPAs to the required levels as specified below.

Undergraduate students are required to maintain a minimum overall cumulative GPA of 2.0 to continue in the undergraduate programs (AA and BA) and to be awarded either the AA of Arts in Liberal Arts or the BA in Theology Completion Degree or the Catechetical Diploma certificate.

Graduate students are required to maintain a minimum overall cumulative GPA of 3.0 to continue in the graduate program and to be awarded the MA (Theology).

Students whose cumulative GPA drops below the required minimums will be placed on academic probation, referred to the academic dean. However, any student, graduate or undergraduate, who earns less than a 1.0 GPA in any given term may be subject to dismissal. Students placed on academic probation will receive a Notice of Academic Probation that must be signed and returned to the registrar. If the notice is not returned within a week with a signature, the student will be prevented from registering for future courses. Students will be given one academic term to bring up their cumulative GPA to the minimum.

At the conclusion of the one academic term, should the cumulative GPA be at or above the minimum required, the student will be removed from academic probation.

The student will remain on academic probation until the student restores the GPA to the minimum, or the academic committee determines that the student is making the necessary progress to achieve the minimum GPA by graduation. Should the cumulative GPA and the term GPA not be at the minimum at the conclusion of the one academic term, the student will be subject to dismissal.

Students may appeal the academic probation by submitting a letter to the academic committee requesting further consideration.

Reinstatement: Students who have been dismissed from the University must wait two academic terms before reapplying to the University. Students must submit a letter of appeal for readmission to the academic dean for review. If reinstated, the student will be placed on academic probation. If the student fails to meet the minimum term GPA, he or she will be subject to dismissal at the end of the academic term. Students dismissed a second time may not apply for readmission.

Failing Grade: To receive college credit at the undergraduate level, a grade point average (GPA) of 2.0 or higher must be achieved for each course. Undergraduate and graduate

CDU is not financially supported by the Church. Our tuition reflects the cost of providing high quality, accredited academic programs. CDU's tuition is still lower than that of most Catholic universities.

degree students who earn a grade of 1.0 or 0 in a core course will be required to retake the course. Students who re-enroll in the course and receive a passing grade, will have the 0 or 1.0 forgiven and only the passing grade will appear on the transcript.

Students' Rights and Privacy

CDU follows the letter and spirit of pertinent federal and state laws. CDU adheres to guidelines published by DEAC and takes seriously the responsibility to provide high-quality education. In turn, students are expected to demonstrate personal and intellectual honesty and to conform to all university rules and regulations.

CDU complies with the Family Educational Rights and Privacy Act of 1974. No one outside the university shall have access to, nor will the university disclose any information from student records without the written consent of the student except to appropriate personnel within the university, to officials of other institutions at the student's request, to accrediting agencies carrying out accrediting functions, or to persons in an emergency in order to protect the health or safety of students or others. Only members of the university staff acting in the student's educational interest are allowed access to student records.

At its discretion the university may provide directory information in accordance with the provisions of the Act to include: student name, address, telephone, date and place of birth, major field of study, dates of attendance, degrees and awards received, the most recent educational institutions attended by the student, and participation in officially recognized activities. Students may withhold directory information by notifying the university in writing.

Student Complaint Policy

Student Complaints

Students who have grievances with CDU's actions, decisions, and/or processes may register those complaints with the University, and University officials will consider and act upon these complaints. Types of complaints and related complaint policies and procedures include:

Grade Appeals and Related Academic Grievances

Occasionally disputes may arise with a faculty member regarding assignment and course grades. In such cases, the student must attempt to resolve the dispute with the faculty member. If a resolution is not possible, the student may appeal the issue to the Academic Dean. If the involvement of the dean fails to resolve the issue, the student may request a review of the grade by the Faculty Governance Council. The Faculty Governance Council determines the final opinion regarding student grades.

Non-Academic Grievances

The following grievance procedure is available to students who feel they have not received fair treatment with respect to services provided by the University, outside of the classroom.

- A student with a grievance should first notify the person or office responsible to seek a resolution. Such notification should be in writing and be in a timely manner.
- If the student does not receive a satisfactory response within a reasonable period of time, but no later than ten days or less, he or she should notify in writing the registrar (registar@cdu.edu) and the Vice President. The Vice President will then be responsible for a reply within ten days from the day of receipt.
- If the student still is not satisfied that appropriate action has been taken, he or she should submit his or her concern in writing to the President. The President will be the final arbiter of the problem, and will notify the student of the resolution within ten days of receipt of the complaint. For further assistance, contact the Student Life Director, studentlife@cdu.edu.

The CDU Compliance officers maintain a complaint log, which is reviewed by the University leadership and staff regularly to improve the institution.

Registering a Complaint with a State Board or Commission of Higher Education

The West Virginia Higher Education Policy Commission encourages students to seek first informal resolution of any concern or issue with the institution. If the issue cannot be resolved informally, the student should follow the institution's formal complaint or grievance procedure. If, after exhausting the institution's internal grievance procedures, the institution has not responded to the student's satisfaction or a satisfactory remedy has not been found, the student may contact the Commission. Upon receipt of a complaint, the Commission may conduct an investigation or refer the issue to another agency that is authorized to address the issue. The Commission may contact institution officials to discuss a possible resolution. Instructions for filing a complaint with the West Virginia Higher Education Policy Commission can be found at:

http://www.wvhepc.edu/wp-content/uploads/2015/10/Student-Complaint-Process-revised-3.pdf.

Students will not be subject to adverse actions by the university as a result of filing a complaint.

Virginia students have recourse to the State Council of Higher Education for Virginia, (SCHEV).

Students may also choose to file a complaint with our accreditor, Distance Education Accrediting Commission (DEAC) 1101 Seventeenth Street, NW, Suite 808, Washington, D.C. 20036. Telephone: 202-234-5100.

Academic Conduct Policy

Catholic Distance University expects all students to conduct themselves in accord with the Christian principles of justice and charity. Likewise, CDU will strive to treat students with the same principles of justice and charity based on the Gospel of Jesus Christ, from which it derives its mission and to which it bears witness.

CDU defines academic misconduct to include the following actions:

Any violation of the academic regulations.

Cheating: the use of books, notes, the internet or assistance from other students or the giving of such assistance to fulfill requirements—tests, exams, or other course related work—unless specifically authorized by the professor.

Plagiarism: according to the MLA Handbook, "Plagiarism is the act of using another person's ideas or expressions in your writing without acknowledging the source...In short, to plagiarize is to give the impression that you have written or thought something that you have in fact borrowed from someone else...The most blatant form of plagiarism is to repeat as your own someone else's sentences, more or less verbatim...Other forms of plagiarism include repeating someone else's particularly apt phrase without appropriate acknowledgment, paraphrasing another person's argument as your own, and presenting another's line of thinking in the development of an idea as though it were your own." (Joseph Gibaldi and Walter S. Acthlert, MLA Handbook for Writers of Research Papers, New York: Modern Language Association of America, 1984).

Obstruction: engagement in activities that interfere with the educational mission and programs of CDU.

Falsification: the modification of academic records, information, or documents without proper authorization.

Procedures for reporting and processing academic misconduct

1. The instructor, administrator, or student identifying the academic misconduct must report the complaint in writing to the appropriate dean:

Graduate Students and Undergraduate Students Academic Dean
Continuing Education Students Dean of Catechetical Programs

If a hearing is warranted, the student will appear before the Academic Review Committee.

2. If the Academic Review Committee finds that the student did indeed commit an act of academic misconduct, it may impose one of the following penalties:

Dismissal, whereby the student's enrollment is immediately and permanently terminated.
Suspension, whereby the student is asked to leave the university for a specified period of time, ordinarily not less than six months. After this period of suspension, the student may reapply for admission to the university.
Disciplinary Probation, whereby a severe warning is issued to the student indicating

that any further instances of academic misconduct will warrant suspension or dismissal. Normally, this penalty is rendered for a student's first major violation of the academic misconduct policy. These penalties are noted upon the student's permanent record

3. The dean will inform the student in writing of the decision and clearly explain any penalty imposed.

4. The student will have one week to appeal the decision to the president, who in turn will have one week to make a final decision.

Student Complaint Against A Faculty Member

The occasion may arise where a student has a complaint against an instructor or staff member. In Christian charity, the student should attempt to resolve the problem privately and in an informal manner as follows:

The student should confer first with the instructor or staff member to discuss the issue of concern.

If the student still does not think his concern has been resolved, the student should contact the respective staff member for assistance in contacting the appropriate administrator. Graduate students and undergraduate students should contact the Registrar. Continuing education students should contact the Continuing education support person.

If these initiatives are not successful, then the student should contact in writing the president who will investigate the student's complaint and render a final course of action.

The West Virginia Higher Education Policy Commission encourages students to seek first informal resolution of any concern or issue. If the issue cannot be resolved informally, the student should follow the institution's formal complaint or grievance procedure. If, after exhausting the institution's internal grievance procedures, the institution has not responded to the student's satisfaction or a satisfactory remedy has not been found, the student may contact the Commission for further investigation into the issue. Upon receipt of a complaint, the Commission may conduct an investigation or refer the issue to another agency that is authorized to address the issue. The Commission may contact institution officials to discuss a possible resolution. Instructions for filing a complaint with the West Virginia Higher Education Policy Commission can be found at http://www.wvhepc.edu/wp-content/uploads/2015/10/Student-Complaint-Process-revised-3.pdf. Students will not be subject to adverse actions by the university as a result of filing a complaint. Maryland students may have recourse to the MD Attorney General's Office Consumer Protection Division 200 St. Paul St. Baltimore, MD 21202, 410-528-8662/888-743-0823, or to the Maryland Higher Education Commission. Students may also choose to file a complaint with our accrediting body Distance Education Accrediting Commission (DEAC) 1601 18th Street, N.W., Suite 2 Washington, D.C. 20009, 202-234-5100.

Faculty and Course Evaluations

When a course is completed, each student is strongly encouraged to complete a course evaluation with a candid and honest evaluation of the course and the instructor. This information is a vital part of the formal assessment process carried out by the university and helps to improve course materials and instructor teaching skills, and to reward excellence.

Disciplinary Conduct Policy

• Any member of the student body or the faculty and staff may bring an allegation of serious or continued abusive behavior to the attention of the disciplinary committee. Such allegations must be made in writing.
• The disciplinary committee will determine whether the alleged conduct is appropriate for investigation. If the committee members consider it to be serious enough to warrant examination, they will gather evidence and take testimony from both the person reporting the misconduct and the student accused of misconduct.
• Both sides will have two weeks in which to present evidence about the case. The disciplinary committee will render a decision within one week of having received all evidence, and will send written notification of its decision to all concerned parties. It will also determine appropriate penalties, which may range from a period of probation to expulsion from the university.
• A final appeal may be made to the university president within one week of the disciplinary committee's decision. The determination of the president will be final and binding.
• The West Virginia Higher Education Policy Commission encourages students to seek first informal resolution of any concern or issue. If the issue cannot be resolved informally, the student should follow the institution's formal complaint or grievance procedure. If, after exhausting the institution's internal grievance procedures, the institution has not responded to the student's satisfaction or a satisfactory remedy has not been found, the student may contact the Commission for further investigation into the issue. Upon receipt of a complaint, the Commission may conduct an investigation or refer the issue to another agency that is authorized to address the issue. The Commission may contact institution officials to discuss a possible resolution. Instructions for filing a complaint with the West Virginia Higher Education Policy Commission can be found at http://www.wvhepc.edu/wp-content/uploads/2015/10/Student-Complaint-Process-revised-3.pdf. Students will not be subject to adverse actions by the university as a result of filing a complaint. Maryland students may have recourse to the MD Attorney General's Office Consumer Protection Division 200 St. Paul St. Baltimore, MD 21202, 410-528-8662/888-743-0823, or to the Maryland Higher Education Commission. Students may also choose to file a complaint with our accrediting body Distance Education Accrediting Commission (DEAC) 1601 18th Street, N.W., Suite 2 Washington, D.C. 20009, 202-234-5100.

Course Audit Policy

BA, MA, and Catechetical Diploma alumni of CDU are eligible to audit courses (excluding *THEO 503. The Catholic Theological Tradition*) for a nonrefundable fee of $300 per course according to the following guidelines:

• The auditing option is subject to space availability.
• Students must notify the course instructor of their status and abide by the course instructor's auditing policies.
• Assignments and exams will not be graded.
• Students auditing a course may change to a for-credit status up to the course add date in the term in which they are enrolled. For-credit status requires payment of the full course tuition and fees.
• Students who successfully complete the course receive the designation AU on their

transcripts, which confers no academic credit, does not affect class or program standing, and does not enter into overall GPA calculations.

- Students must email the registrar if they wish to audit a course.

Credit by Exam Policy

Credit Awards for Prior Learning

CDU participates in the computer-based College Level Examination Program (CLEP) and the Defense Activity for Non-Traditional Education Support (DANTES) and therefore will give credit by examination for the following courses to any student who successfully completes any of the below examinations.

CLEP EXAM	MINIMUM SCORE REQUIRED	CDU EQUIVALENT	CREDITS
College Mathematics	50	Math 105 General Mathematics for Liberal Studies	3
Western Civilization I	50	HUM 251 Ancient Civilization	3
Western Civilization II	50	HUM 253 Global Civilization	3
Macroeconomics or Microeconomics	50	ECON 105 Elements of Economics	3

DSST EXAM	REQUIRED SCORE	CDU EQUIVALENT	CREDITS
Math for Liberal Arts	400 and above	Math 105 General Mathematics for Liberal Studies	3

Following the recommendation of the American Council on Education (ACE), CDU will award credit for Advanced Placement grades of 3 or higher on any Advanced Placement Exam. A score of 3 or higher on the following exams will constitute academic credit for any of the below courses otherwise needed to fulfill program requirements.

AP EXAM	REQUIRED SCORE	CDU EQUIVALENT	CREDITS
Biology	3 or above	BIO 150 Nutrition	3
Calculus AB Calculus BC Statistics	3 or above	MATH 105 General Mathematics for Liberal Studies	3
Microeconomics Macroeconomics	3 or above	ECON 105 Elements of Economics	3
European History World History	3 or above	HUM 253 A Global Civilization	3

Though all theology majors are urged to study Latin or Greek, CDU students are also able to pass an examination in lieu of the BA program's language requirement, either by a score of 62 or above in the Level II CLEP exam or an AP score of 4 or above in any foreign language.

CDU will accept a maximum combination of CLEP, Advanced Placement, DANTES and/or International Baccalaureate totaling 30 credits toward the BA degree or 15 credits toward the AA degree. These credits by examination count against the maximum total number of allowable transfer credits a student is bringing to CDU from other institutions.

Intellectual Property Policy

CDU's policy on intellectual property rights is as follows: while CDU uses a learning platform as an open-source licensee, the content of the courses and classroom pedagogy are proprietary. Each faculty contract requires an agreement to respect and maintain the terms of the licensed software as well as the confidentiality of classroom design, and pedagogy specific to CDU. Faculty agrees not to share or copy such proprietary knowledge for use with other persons or entities outside of CDU. CDU's copyright includes all of its courses and programs as well as their design. Faculty may use their own content in other venues, such as publishing a book, but may not present their content in CDU's format or design. Staff members are required to sign an Intellectual Property and Confidentiality Agreement at the time of employment. Board members are also required to sign a similar agreement. Outside contractors who work for CDU are also required to sign a similar document.

CDU has trade-marked its name, the initials "CDU," and its university seal with the US Patent Office. CDU has a disclaimer on its website stating that it is not a part of The Catholic University of America.

Student Records, Record Retention

Student Records can be accessed through the MyCDU site. From the homepage of the website, click on the tab: Current Academic Students/RegisterMyCDU or go to the following URL: https://camsportal.cdu.edu/cdustudent/login.asp

Drug and Alcohol Policy

In accordance with the spirit and vision of Catholic Distance University as well as the Drug-Free Schools and Communities Act (34 CFR Part 85), the Catholic Distance University administrative buildings are considered a drug-free and alcohol-free University and workplace. Catholic Distance University is a completely online institution, and there is no physical campus. Students and employees are prohibited from the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance or alcohol anywhere on the property belonging to the University including but not limited to grounds, parking areas, or anywhere within the building. Students or employees who violate this policy will be subject to disciplinary action including termination of enrollment and/or employment. For more information visit The U. S. Department of Education's Higher Education Center for Alcohol and Other Drug Prevention website at www.edc.org.

Catholic Distance University will impose sanctions on students or employees consistent with federal and state law and the guidelines in this policy. Details of federal sanctions can be found at https://www.dea.gov/druginfo/ftp3.shtml. Details of the state of West Virginia sanctions can be found at
http://www.legis.state.wv.us/WVCODE/Code.cfm?chap=60a&art=4.
Students and employees must abide by the terms of this policy or Catholic Distance University will take one or more of the following actions within 30 days of violation of this policy by:

1. Reporting the violation to law enforcement officials.
2. Taking appropriate disciplinary action against the student or employee including termination of enrollment and/or employment.
3. Requiring the student to participate in an approved substance abuse rehabilitation program.

Catholic Distance University will make its best effort to maintain a drug and alcohol-free University through implementation of the policy and will establish and maintain a drug-free and alcohol awareness program.

This policy is readily available to students and employees at all times through the catalog located on the website, the student handbook available on the online campus and in the employee handbook. New students/employees will receive a copy of the Catholic Distance University Drug Free Schools and Workplace policy as part of acceptance/orientation process.

Resources:
Because we are a completely online institution, we are unable to provide onsite counseling or treatment. We provide the following information as a resource for those who need assistance with avoiding or recovering from alcohol or drug abuse.
We encourage any student, staff, or faculty member who needs information related to alcohol or drug abuse to use directory information, online searches, the telephone book, or referrals from friends and/or professionals.
The following is a list of national organizations dedicated to providing information and suggestions:

- **Substance Abuse and Mental Health Services Administration** (SAMHSA)
- An agency of the US Department of Health & Human Services providing information online regarding alcohol, drugs, and treatment programs.
General Address: www.samhsa.gov
Specific Address for Treatment Programs: findtreatment.samhsa.gov
1-800-729-6686
- **The National Clearinghouse for Alcohol and Drug Information** – Part of US Department of Health and Human Services & SAMSHA's Clearinghouse
http://www.samhsa.gov/ ; 1-(800) 729-6686
- **About.com Substance Abuse** - Explore the complicated disease of addiction. Information on basic questions concerning drugs and addiction.
- **National Institute on Drug Abuse** General Link/Address:www.nida.nih.gov
Specific Link/Address on Club Drugs: www.clubdrugs.org/ 1-310-443-1124

Title IX, Sexual Harassment, Sexual Assault, and Sexual Violence

Title IX of the Education Amendments of 1972 prohibits sex discrimination in education programs and activities at universities that receive federal financial assistance. In accordance with the requirements set forth in Title IX of the Education Amendments of 1972 (Title IX), CDU does not discriminate on the basis of sex in its education programs and activities, nor does CDU tolerate sexual harassment, sexual assault, or violence. Questions concerning Title IX may be directed to CDU's Title IX Coordinator, whose contact information is below, or to the Office for Civil Rights at the United States Department of Education.

CDU Title IX Coordinator Contact Information
Catholic Distance University
Attn: Title IX Coordinator
115 West Congress Street
Charles Town, WV
Phone: 304-724-5000
Email: TitleIX@cdu.edu

Please see the website for full policy.

Financial Aid Policies

DRUG VIOLATIONS AND FEDERAL FINANCIAL AID

The Higher Education Act states that students convicted for a drug offense that occurred during a period of enrollment while they were receiving federal financial aid may lose eligibility for federal aid. Federal Financial Aid at Catholic Distance University includes Federal Pell, Federal Direct Loans, Federal PLUS Loans, and Graduate PLUS Loans. Students could also be denied other federal benefits, disability, retirement, health, welfare, and Social Security.

Drugs and alcohol are highly addictive and can cause harmful effects to virtually every aspect of a person's life, e.g., relationships, family, job, school, physical, and emotional health. More details on these harmful effects can be found at the following link https://www.drugabuse.gov/

There are danger signals that could indicate when someone is in trouble with drugs or alcohol:

- inability to get along with family or friends
- uncharacteristic temper flare-ups
- increased "secret" type behavior
- abrupt changes in mood or attitude
- resistance to discipline at home or school
- getting into a "slump" at work or school
- increased borrowing of money
- a complete set of new friends

We recommend that any person observing any of the above changes utilize the resources listed above and notify the Director of Student Life.

Satisfactory Academic Progress (SAP) Policy

For students receiving Federal Financial Aid, a student must maintain Satisfactory Academic Progress (SAP). In order to be considered to be making satisfactory progress towards a degree, a student must both maintain quantitative (completion ratio) and qualitative (GPA) standards. The student's progress will be evaluated every sixteen (16) weeks. If the student's cumulative Grade Point Average (GPA) or completion rate is less than the minimum required at that point in the student's program the student will be placed on a Financial Aid Warning. The student may receive financial aid due during the warning period, but if the student fails to achieve the required grade average or completion rate at the end of the following evaluation period, the student may be subject to become SAP Cancelled.

QUALITATIVE MEASURE

At the end of each semester, the student's cumulative grade average will be determined and must meet the required minimum GPA listed in the chart below. If the student has

less than the average specified in the following chart based upon the number of evaluation periods of attendance, he or she will be placed on FA Warning for one evaluation period. If at the end of the following evaluation period, the student has still not raised their GPA to the required GPA, the student may be subject to become SAP Cancelled, and no longer be eligible for Financial Aid.

Evaluation Weeks	Required GPA at End of Period		Required Completion Rates of Attempted Credits
	Undergraduate	Graduate	
16	1.50	1.50	50%
32	1.50	1.50	66.67%
48	1.75	1.75	66.67%
64	2.00	3.00	66.67%
80	2.00	3.00	66.67%
96	2.00	3.00	66.67%
112	2.00	3.00	66.67%
128	2.00	3.00	66.67%
144	2.00	3.00	66.67%
160	2.00	3.00	66.67%
176	2.00	3.00	66.67%
192	2.00	3.00	66.67%

QUANTITATIVE MEASURE

In addition to maintaining the grades specified above, a student must successfully complete at least half of the credits attempted in their first semester and two-thirds of the credit hours attempted in semesters thereafter. Attempted credit hours include completed courses, failed courses, repeated courses, withdrawn courses, and incomplete courses as well as those that received a grade of A, B, C, D, F. A student's completion rate is measured at the end of each 16 week evaluation period. If the student has not completed two-thirds of the cumulative credit hours attempted to date based on the chart above (half, if it is the first semester), the student will be placed on Financial Aid Warning. If at the end of the following evaluation period, the student has still not raised the completion rate to two-thirds of the cumulative hours attempted, the student may be subject to become SAP Cancelled, and no longer be eligible for Financial Aid. It should be noted that students are expected to complete the requirements for their course in the scheduled time frame, but in no case may the credit hours attempted exceed 1.5 times the credit hours required to complete the program (e.g., 120 credits required for undergraduate degree x 150% = 180 credits).

APPEAL PROCESS

Appeal Process If a student fails to make Satisfactory Academic Progress (SAP) after the warning term, he/she may file an appeal on the basis of: injury, illness, the death of a relative, or other special circumstances with appropriate documentation. The appeal must explain why he/she failed to make SAP and what has changed in his/her situation that will allow him/her to make SAP at the next evaluation. A record of the appeal and the final determination will be maintained in the student's file. The Appeal Committee will review the student's appeal and special circumstances. If the appeal is granted, a student will be considered to be making satisfactory academic progress and aid will be awarded on a term by term basis. The student will be assigned a status of Financial Aid Probation. In some cases, the student will require more than one term to meet the SAP standards. If the student has been placed on Financial Aid Probation, an academic plan must be developed that would ensure that the student will be able to meet the SAP standards by a specific point in time. The committee will review the student's progress at the end of each academic period. If the student is meeting the requirements of the academic plan, the student is eligible to receive Title IV federal financial aid as long as the student continues to meet those requirements and is reviewed according to the requirements specified in the plan.

TRANSFER CREDITS-QUALITATIVE

A student's program GPA is calculated using only grades earned at CDU in courses that are applicable to the student's program. Transfer credits do not apply when calculating the student's GPA at CDU. Transfer credits include credits for all courses not completed at CDU that are applied toward the completion of the student's degree program.

TRANSFER CREDITS-QUANTITATIVE

Credits taken at other institutions and applied toward the student's program at CDU are included in both attempted and completed hours when measuring the student's pace toward completion.

PROGRAM CHANGES

Students who change programs at CDU are re-evaluated to determine which credits apply to the new program. Only credits that apply to the new program are counted. The student's SAP status will be reset with an effective date of the program change and will be evaluated at the end of each completed semester in the new program. If the student changes back to a program he or she was previously in, the student's SAP status will reflect the status of the original program.

REPEAT COURSES

Grades for prior attempts are excluded when calculating the qualitative component (GPA). However, credits from all attempts are included when assessing if the student meets the quantitative component (Credits). Although a student may successfully

complete a course more than once, only the first passing grade is counted as a completion when calculating the quantitative component.

CONCURRENT ENROLLMENT

CDU evaluates SAP for the program based on completed weeks and credits of the semester, regardless of whether or not the student is enrolled concurrently. All credits completed at CDU applicable to the primary program will apply toward the primary program's GPA.

Federal Return to Title IV Policy

A recipient of Federal Title IV financial aid who withdraws from school during a payment period or period in which the student began attendance will have the amount of Title IV funds he/she did not earn calculated according to federal regulations (34 CFR 668.22). Any student who withdraws will have Pell Grant recalculated based on the number of credits the student attempted. The percentage of Title IV financial aid that is earned for a payment period is the number of calendar days the student has been enrolled for the payment period up to the day the student withdrew, divided by the total calendar days in the payment period.

The percentage is multiplied by the amount of Title IV financial aid for the payment period for which the Title IV financial aid was awarded to determine the amount of Title IV financial aid earned. The amount of Title IV financial aid that has not been earned for the payment period, and must be returned, is the complement of the amount earned. The amount of Title IV financial aid earned and the amount of Title IV financial aid not earned will be calculated based on the amount of Title IV financial aid that was disbursed or could have been disbursed for the payment period upon which the calculation was based.

Once the amount of Title IV financial aid that was not earned has been calculated, federal regulations require that the school return a portion of the unearned funds equal to the lesser of the institutional charges multiplied by the unearned percentage of funds or the entire amount of unearned funds in the following order:

1. Unsubsidized Federal Direct Loans
2. Subsidized Federal Direct Loans
3. Federal PLUS Loans
4. Federal Pell Grants

If the amount of unearned Title IV financial aid disbursed exceeds the amount that is returned by the school, the student (or parent, if a Federal PLUS Loan) must return or repay, as appropriate, the remaining amount. Any loan funds that must be returned by the student (or parent for a PLUS loan) are repaid in accordance with the terms and conditions of the promissory note. If the student is required to return unearned grant funds, the student is required to return the amount of the unearned grant funds that exceeds 50 percent of the grant funds received.

If the amount disbursed to the student is less than the amount the student earned, he or she is eligible to receive a post-withdrawal disbursement of the earned aid that was not received. The school will notify the student and or parent of post-withdrawal disbursement once an amount can be determined.

Withdrawal from the Program

You may withdraw from the school at any time after the cancellation period and receive a

pro rata refund for the current course if you have completed less than 60 percent of the scheduled days through the last day of attendance in that course

For the purpose of determining a refund under this section, a student shall be deemed to have withdrawn from a program of instruction when any of the following occurs:

- The student notifies the institution of their intent to withdrawal and does not give confirmation that they will return for a future course within the same semester.
- The institution terminates the student's enrollment for failure to maintain satisfactory progress, failure to abide by the rules and regulations of the institution, absences in excess of maximum set forth by the institution, and/or failure to meet financial obligations to the School.
- The institution identifies the student never started a class. The student fails to return from a leave of absence.

For the purpose of determining a refund under this section, the date of withdrawal is defined as the date the student begins the official withdrawal process or provides written notice of their intent to withdrawal. If the student ceases attendance without providing official notification due to circumstances beyond the student's control, the withdrawal date is the date the school determines is related to that circumstance. The withdrawal date for all other instances where a student withdraws without providing official notification is the mid-point of the payment period or the last documented date of attendance at an academic event, whichever is later.

Refunds must be paid within 45 days of the date the institution determines the student to have withdrawn. This date is the latter of the student's official withdrawal date, or the date of notification. For student's who do not officially withdrawal the date of determination is no later than 30 days after the end of the earlier of the:

Payment period
Academic year
Student's educational program

NOTE: A student who is on an approved leave of absence may not receive a loan disbursement, but may retain in-school status for the purposes of Title IV loans. However, the student should be aware that if he or she does not return from an approved leave of absence, the grace period of the loan may decrease, as the withdrawal date is set retroactively.

For example, if a student withdraws on the thirtieth day of a semester 100 days in length, the student will have earned 30 percent of the aid received (30/100 = .30). The unearned 70 percent would be subject to the return policy and would have to be repaid within 45 days.

MA (Theology) Degree Program Goals

By the end of the CDU MA program, a student:

• Synthesizes the Church's teaching on Divine Revelation including Sacred Scripture and Sacred Tradition and the Magisterium of the Church and how it bears on the Church's mission of evangelization.

• Exhibits a mature understanding of the Christian vocation in the world and a capacity to defend the Catholic faith in wider culture.

• Demonstrates the ability to refer, in careful and appropriate ways, to Scriptural passages related to the fundamental teachings of the Church and in a demonstrated capacity, to apply various approaches to Scriptural interpretation as these have been recommended in the *Constitution on Divine Revelation*.

• Engages in critical theological thinking through reflection and analysis of theological and philosophical concepts and texts.

• Articulates the ethical and moral principles of the Christian life and how they inform the growth of the Christian community.

• Achieves an understanding of the principles of Scripture, moral theology, and Catholic social teachings and an ability to apply them to contemporary social, cultural, or biomedical issues.

MA in Theology and Educational Ministry Program Goals

By the end of the CDU MA in Theology and Educational Ministry program, a student:

• Synthesizes the Church's teaching on Divine Revelation including, Sacred Scripture and Sacred Tradition, and the Magisterium of the Church, and how it bears on the Church's mission of evangelization.

• Exhibits a mature understanding of the Christian vocation in the world and a capacity to teach and defend the Catholic faith in wider culture.

• Teaches the truths of the Catholic faith.

• Demonstrates the ability to refer, in careful and appropriate ways, to Scriptural passages related to the fundamental teachings of the Church in a demonstrated capacity to apply various approaches to Scriptural interpretation as these have been recommended in the Constitution on Divine Revelation.

• Engages in critical theological thinking through reflection and analysis of theological and

philosophical concepts and texts.

• Achieves an understanding of the principles of Scripture, moral theology, and Catholic Social Teachings and an ability to apply them to a contemporary social, cultural, or biomedical issues.

• Demonstrates competence to impart teachings of the Catholic faith.

• Articulates the ethical and moral principles of the Christian life, and how they inform the growth of the Christian community.

BA Degree Completion Program Goals

By the end of the CDU BA in Theology program, a student:

• Analyzes and synthesizes the key concepts and vocabulary of Catholic theology, including Scripture and Tradition, and the documents of the Church.

• Exhibits an understanding of how Catholic theology informs the Christian vocation in the world to serve the common good.

• Exhibits an understanding of the Christian vocation in the world.

• Exhibits a capacity to explain and apply the relationship between faith and reason within upper-level courses and to explain the role of philosophy in the study of theology.

• Integrates knowledge of Church history and the basic teachings of Catholic theology to evaluate and respond with clarity to contemporary challenges.

• Exhibits an ability to engage in online discussion that demonstrates knowledge of the teachings of the Church and how they inform the Christian vocation in the world.

AA Degree Program Goals

By the end of the CDU AA in Liberal Arts program, a student:

• Demonstrates an understanding, comprehension, and integration of the content of the general education and core courses within the context of the teachings of the Catholic Church.

• Exhibits an understanding of the dignity and transcendence of the human person, principles of moral living, Church history, and the central teachings in the *Catechism of the Catholic Church*.

• Demonstrates a fundamental knowledge of the Old and New Testament Scriptures in light of Catholic teachings.

• Exhibits a capacity to explain and apply the relationship between faith and reason through courses in both theology and philosophy.

• Gives evidence through written work and online class discussion that the student possesses the fundamental reading, writing, and critical reflection skills required for academic work in liberal arts, particularly at CDU.

• Exhibits an understanding of key elements of the family as a foundation for culture, social structures, and broader civilization.

• Demonstrates an ability to bring the teachings of the Church into wider culture to promote the common good and build a society that recognizes the dignity of the human person.

Undergraduate Catechetical Coordinator Certificate

Undergraduate Catechetical Coordinator Certificate is intended to provide students with the ability to:

• Articulate the fundamental doctrines of faith and morals of the Catholic Church, using the *Catechism of the Catholic Church*, Sacred Scripture, and Sacred Tradition.

• Explain the Holy Bible as a unified story, with the New Testament anticipated by the Old, and the Old Testament fulfilled in the New.

• Explore the nature, mission, and purpose of catechesis, with emphasis on biblical catechesis, development of doctrinal lesson planning, and the principles, tasks, and methods that the Church promotes.

Graduate Certificate Program Goals

Students who complete the **Graduate Certificate in Sacred Scripture** should be able to:

* Demonstrate acquaintance with the full range of Scriptural texts and the relationships among them

* Exhibit familiarity with and apply ancient and modern interpretive tools and hermeneutical methods

* Illustrate how scholarship is related to Catholic theological and doctrinal concepts

* Read and interpret Scriptural texts on their own in light of the best scholarship and Church tradition.

Students who complete the **Graduate Certificate in Church History** should be able to:

* Summarize knowledge of major stages in Catholic Church history

* Identify and analyze at least one major historical event in the Church

* Apply theological and secular methodologies to Church history and their relationship to one another

* Interpret trends in ecclesial historiography

* Develop necessary reading skills to critically engage historical texts in light of the best scholarship and Church tradition.

Students who complete the **Certificate for Catholic Educator**s will be able to:

* Teach, promote, and defend the Catholic Faith

* Demonstrate knowledge of Church teaching and the ability to access, interpret, and apply these teachings in various Church and Catholic education settings.

Catechetical Diploma Program Goals

Students who complete this program should be able to:

• Synthesize the essential and fundamental content of Catholic Doctrine as described in the *Catechism of the Catholic Church*,

• Explain the Profession of Faith with increased understanding,

• Demonstrate knowledge of Sacred Scripture by describing the essential theological concepts of Church teaching and worship derived from the Scriptures, and demonstrate how Jesus Christ is the center of Salvation History,

• Describe the nature of the Church and the vocation of the laity infurthering the mission of Jesus Christ,

• Identify with greater precision the foundations of Catholic morality and its applications in his or her life,

• Describe the preparation, celebration, and effects of the Sacraments, and incorporate sacramental theology within the work of catechesis,

• Integrate catechetical principles and methods for faithful catechesis particularly in directing religious education or evangelization programs, and

• Understand the proper relationship of Christian prayer, Sacred Scripture, and doctrinal truths to influence a Catholic approach to daily life.

Continuing Education Program Goals

Students who complete CDU's independent study noncredit courses and seminars should be able to do one or more of the following:

• Identify the essential and fundamental content of Catholic doctrine, sacraments, and prayer, focusing on the *Catechism of the Catholic Church*.

• Summarize essential scriptural concepts and themes to assist in reading and praying the Bible.

• Apply the foundations of Catholic morality particularly as they are challenged by current literature, media, and contemporary issues.

• Describe the history of the Catholic Church in America and its significance for defending religious freedom today.

• Use catechetical principles and methods for faithful catechesis.

• Integrate a basic understanding of the proper relationship of prayer, doctrinal truths, and current issues with living as a disciple of Christ.

• Appreciate and apply spiritual principles and practices that have been approved by the Church.

CDU University Calendar Fall 2018-Fall 2019

Calendar for Upcoming Terms	FALL I 2018	FALL I 2018	FALL II 2018	WINTER I 2019	WINTER I 2019	WINTER II 2019	SUMMER I 2019	SUMMER I 2019	SUMMER II 2019	FALL I 2019	FALL I 2019	FALL II 2019	
Length of term	12 week	8 week	8 week	12 week	8 week	8 week	12 week	8 week	8 week	12 week	8 week	8 week	
Registration opens	6/18/18	6/18/18	6/18/18	10/29/18	10/29/18	10/29/18	3/11/19	3/11/19	3/11/19	6/17/19	6/17/19	6/17/19	
Financing Deadline (short term payment plan sign-up closes)	8/13/18	8/13/18	10/8/18	12/24/18	12/24/18	2/18/19	4/22/19	4/22/19	6/17/19	8/12/19	8/12/19	10/7/19	
Tuition Payment Deadline	8/20/18	8/20/18	10/15/18	12/31/18	12/31/18	2/25/19	4/29/19	4/29/19	6/24/19	8/19/19	8/19/19	10/14/19	
Course preview opens	8/24/18	8/24/18	10/19/18	1/4/19	1/4/19	3/1/19	5/3/19	5/3/19	6/28/19	8/23/19	8/23/19	10/18/19	
First Day of Class/Term Begins	8/27/18	8/27/18	10/22/18	1/7/19	1/7/19	3/4/19	5/6/19	5/6/19	7/1/2019	8/26/19	8/26/19	10/21/19	
Last day to register for a course	8/31/18	8/31/18	10/26/18	1/11/19	1/11/19	3/8/19	5/10/19	5/10/19	7/5/19	8/30/19	8/30/19	10/25/19	
Last day to Drop a course (no W on transcript)	9/7/18	9/7/18	11/2/18	1/18/19	1/18/19	3/15/19	5/17/19	5/17/19	7/12/19	9/6/19	9/6/19	11/1/19	
Last Day for any refund /Last day to Withdraw from class (W on transcript)	10/21/18	9/23/18	11/18/18	3/3/19	2/3/19	3/31/19	6/30/19	6/2/19	7/28/19	10/20/19	9/22/19	11/17/19	
Exams open to students	11/14/18	10/17/18	12/12/18	3/27/19	2/27/19	4/24/19	7/24/19	6/26/19	8/21/19	11/13/19	10/16/19	12/11/19	
Last Day of Class	11/16/18	10/19/18	12/14/18	3/29/19	3/1/19	4/26/19	7/26/19	6/28/19	8/23/19	11/15/19	10/18/19	12/13/19	
Completed exams due from students to instructors	11/20/18	10/23/18	12/18/18	4/2/19	3/5/19	4/28/19	7/30/19	7/2/19	8/25/19	11/19/19	10/22/19	12/17/19	**Shortened exam period
Grades visible in Student Portal	11/24/18	10/27/18	12/22/18	4/6/19	3/9/19	5/1/19	8/3/19	7/6/19	8/28/19	11/23/19	10/26/19	12/21/19	

Dates subject to change. Please refer to the University Calendar on cdu.edu for the latest information.

Graduate School of Theology Programs

Master of Arts (Theology)

CDU's Master of Arts (Theology) program provides serious study of Sacred Scripture, philosophy, theological concepts, moral principles, the sacramental system, spirituality, and Church history.

The MA program is useful for individuals seeking careers in church work, those involved in teaching or religious education, and those preparing for a religious vocation. Many students choose the MA, however, to gain a systematic understanding of the teachings of the Church to enhance and inform their professional and spiritual lives, their families, and service to the Church and the world. Students can pursue their particular interests through the choice of electives.

Admission Requirements for MA (Theology)

- Online application with $25 application fee
- Proof of a bachelor's degree in any academic discipline from an degree-issuing undergraduate institution accredited by an agency recognized by the United States Department of Education (or equivalent, for non-U. S. schools)
- Official transcripts, giving proof of the highest degree earned
  (Transcripts must be sent directly to CDU from the issuing institution; send to Director of Admissions, Catholic Distance University, 115 West Congress Street, Charles Town, West Virginia 25414)
- Must successfully complete 3-credit, eight-week Theo 503, The Catholic Theological Tradition course with a 3.0 (B) or higher*. ** Exceptions may be made at the discretion of the dean. Students who earn a cumulative GPA of 3.0 or higher as a non-matriculated graduate student may be considered for admission.*

General Program Requirements for MA (Theology)

- 36 Credits (24 Core Credits plus 12 elective credits , which may include an optional 3-credit thesis.)
- One set of comprehensive exams taken when all coursework is complete.

CDU is truly a learner-centered institution that makes lifelong learning in the faith not only a goal, but a reality for thousands of Catholic adults worldwide who are earning accredited degrees, certificates, and diplomas without leaving the comfort of home.

Core Curriculum for MA (Theology)

Complete all 8 three-credit courses, all courses are online

Course No.	Course Title	Credits
THEO 503	The Catholic Theological Tradition	3
THEO 510	Revelation & Faith: Fundamental Theology	3
THEO 631	Introduction to Christology	3
THEO 641	Theology of the Church	3
THEO 560	Fundamental Moral Theology	3
THEO 551	Theology of the Sacraments	3
PHIL 508	Philosophy for Theology	3
SCRPT 530	Introduction to Scripture and Salvation History	3

Master of Arts (Theology) Accelerated Track

CDU offers an accelerated track for undergraduates wishing to pursue an MA degree after completing their CDU BA degree.

Qualifications for Admission to the Accelerated Track

An undergraduate theology major may apply to the program through the Admissions Office. Students are eligible if they meet the following requirements:

- Complete 21 credits in the CDU theology major.
- Earn a 3.0 average in these CDU courses.
- Obtain a recommendation from a CDU course instructor.

Students who have already received a CDU BA completion degree are not eligible for the accelerated track. Students should be aware that military benefits may not cover the full cost of the accelerated program. For questions regarding military benefits, contact the CDU bursar, bursar@cdu.edu.

Credits that Transfer for Acceptance into the CDU MA Program

Students may take up to nine (9) CDU graduate credits in this track and will be charged the graduate tuition for these credits. Specific courses eligible for the accelerated track will correspond to the student's particular program and concentration. Contact the Registrar for a list of BA/MA course correspondences.

In the case of cross-listed courses, students wanting credits for the accelerated track must register for the graduate course listing and satisfactorily complete graduate student requirements.

If the student elects to defer enrollment in the MA (Theology) program, he or she has up to five years, after which point the student must reapply for admission to the program. A student must complete a BA before pursuing the MA degree.

Master of Arts in Theology and Educational Ministry

The MA in Theology is a variation of the standard graduate theology degree, specifically tailored to Directors of Religious Education (DREs), secondary school teachers, and catechists. This MA program option requires 36 credits, culminating with a program portfolio and reflection paper. The program includes courses in Social Teachings, Salvation History, Catholic Spirituality, and Ecumenism, in addition to basic core theology courses, which will fully equip DREs and teachers in their important role of faith formation in parishes and schools. Learners selecting this option will have the necessary coursework to provide sound religious formation for Catholic youth and adults, and accurate information to discuss the Faith with those who may be seeking a faith life or who are otherwise unaffiliated with the Catholic Church.

Master of Arts in Theology and Educational Ministry

Admission Requirements for MA in Theology and Educational Ministry

- Online application with $25 application fee
- Proof of a bachelor's degree in any academic discipline from a degree-issuing undergraduate institution accredited by an agency recognized by the United States Department of Education (or equivalent, for non-U.S. schools)
- Official transcripts, giving proof of the highest degree earned (Transcripts must be sent directly to CDU from the issuing institution; send to Director of Admissions, Catholic Distance University, 115 West Congress Street, Charles Town, West Virginia 25414)
- Must successfully complete CDU's first required course, Theo 503, Catholic Theological Tradition*. ** Exceptions may be made at the discretion of the dean. Students who earn a cumulative GPA of 3.0 or higher as a non-matriculated graduate student may be considered for admission.*

General Program Requirements for MA in Theology and Educational Ministry

- Complete 33 core credits, 3 elective credits, and a *program portfolio*.
- The *program portfolio* consists of key work products from courses in the program and a synthesis of how the content integrates into a unified understanding of Church teaching. In addition, each student will explain how the knowledge gained from the program can be applied to an actual teaching and learning setting.
- Pass one set of comprehensive exams

Course No.	Course Title	Credits
THEO 503	The Catholic Theological Tradition	3
THEO 510	Revelation and Faith: Fundamental Theology	3
THEO 631	Introduction to Christology	3
THEO 641	Theology of the Church	3
THEO 551	Theology of the Sacraments	3
THEO 560	Fundamental Moral Theology	3
RELED 560	Principles of Catholic Education	3
THEO 682	Forming a Catholic World View: Catholic Social Teachings	3
SCRPT 530	Introduction to Scripture and Salvation History	3
SPIR 501	Applied Catholic Spirituality	3
THEO 640	Presenting the Faith in the Modern World: Dealing with Hard Questions	3
Elective		3
Comprehensive Exams		

General MA Program Information

CDU's Graduate School of Theology is an associate member of The Association of Theological Schools in the United States and Canada. The CDU Graduate School of Theology aims to provide a transformative learning experience in the digital space and to develop leaders for the new evangelization in the 21st century.

Transfer Credit and Work Experience

A maximum of 6 theology graduate credits earned within the last 5 years with a grade of 3.0 or higher may be transferred if earned from an institution(s) accredited by an agency recognized by the U.S. Department of Education. Acceptance of transfer credit is at the discretion of the academic dean. *Students from John Paul Catholic University's former online MA in Biblical Theology are able to transfer additional credits per our Articulation Agreement with John Paul the Great Catholic.* Contact the CDU Admissions office for details. An official transcript is required. CDU does not grant graduate credit for work experience. All students who take graduate courses and wish to receive credit and/or a final grade report must have undergraduate transcripts on file. CDU does not guarantee acceptance of transfer credit to another institution. Students should check with the receiving institution prior to registering for courses to ensure that credits earned at CDU will be accepted.

Program Time Limits

Students accepted for either MA program will have five years to complete degree requirements.

Proctored Examinations

Final examinations for graduate study must be proctored. All final exams will be proctored through an online proctoring service. Students will therefore be required to take their exams on a computer having a camera and microphone.

Academic Probation

Students dropping below the program GPA requirement will be placed on academic probation, referred to the dean, and will be required to follow steps to restore their GPAs to the required levels as specified below.

Graduate students are required to maintain a minimum overall cumulative GPA of 3.0 to continue in the graduate program and to be awarded the master's degree. Students whose cumulative GPA drops below the required minimums will be placed on academic probation and referred to the academic dean. However, any student, graduate or undergraduate, who earns less than a 1.0 GPA in any given term may be subject to dismissal. Students placed on academic probation will receive a Notice of Academic Probation that must be signed and returned to the registrar. If the notice is not returned within a week with a signature, the student will be prevented from registering for future courses. Students will be given one academic term to bring up their cumulative GPA to the minimum.

At the conclusion of the one academic term, should the cumulative GPA be at or above the minimum required, the student will be removed from academic probation. The student will remain on academic probation until the student restores the GPA to the minimum, or the Academic Committee determines that the student is making the necessary progress to achieve the minimum GPA by graduation. Should the cumulative GPA and the term GPA not be at the minimum at the conclusion of the one academic term, the student will be subject to dismissal. Students may appeal the academic probation by submitting a letter to the Academic Committee requesting further consideration.

Reinstatement: Students who have been dismissed from the university must wait two academic terms before reapplying to the university. Students must submit a letter of appeal for readmission to the academic dean for review. If reinstated, the student will be placed on academic probation. If the student fails to meet the minimum term GPA, he or she will be subject to dismissal at the end of the academic term. Students dismissed a second time may not apply for readmission.

Failing Grade: To receive college credit at the undergraduate level, a grade point average (GPA) of 2.0 or higher must be achieved for each course. Undergraduate and graduate degree students who earn a grade of 1.0 or 0 in a core course will be required to retake the course. Students who re-enroll in the course and receive a passing grade will have the 0 or 1.0 forgiven, and only the passing grade will appear on the transcript.

Leave of Absence

For serious reasons, a student may apply for a leave of absence not to exceed 180 days. During this leave, elapsed time does not accrue toward the maximum completion time allowed for finishing the program. A letter requesting leave should be addressed to the Registrar. For Active Service Members, the LOA for a course or program can be extended beyond 180 days for Military Service operations. Appropriate documentation should be submitted to the Registrar@cdu.edu.

Graduate Library Resources

CDU maintains an online library for students that is staffed by a librarian, and course authors provide bibliographies and supplemental reading lists with course materials. This information is useful for term papers and course work. Woodstock Theological Library has granted borrowing privileges to full-time CDU students. The library, located on the campus of Georgetown University in Washington, DC, has 195,000 volumes and 700 periodicals. Local students may visit the library in person and distant students may use the inter-library loan system. Full-time program students are welcome to call the librarians for personal assistance. A CDU student ID card is needed for library loans.

Delta Epsilon Tau: International Honor Society for Distance Learning

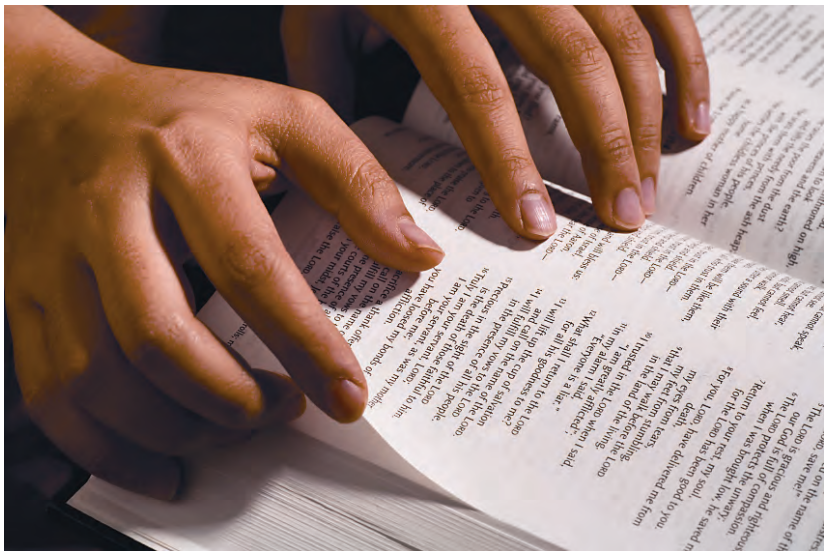
CDU, the first distance university in the Church to highlight academic achievement, is Virginia's Alpha Chapter of Delta Epsilon Tau. To be invited for admission into the honor society, graduates must have demonstrated academic excellence by attaining an overall GPA of 3.8 (on a 4.0 scale) during their graduate studies. Each student who accepts the invitation to join the Delta Epsilon Tau Honor Society will receive an official certificate of membership, a Delta Epsilon Tau Gold Key lapel pin, a congratulatory letter, and a narrative of the Honor Society as well as reference letters (upon request).

Withdrawing From a Course or a Program

A student may terminate enrollment in the MA program or an individual course at any time by notifying the university; however, a student is advised to do so in writing. Refunds will be granted on request, according to the Program Satisfactory Policy (See Section I of this catalog.)

Taking Graduate-Level Courses Without Applying to the Program

CDU offers students the option of taking graduate courses without applying to an academic program. Proof of an undergraduate degree is all that is needed to enroll in a graduate-level course. Non-program students are subject to the same assignments, testing, and tuition as program students. Any CDU graduate-level course successfully completed can be applied toward a CDU degree program in the future.



Graduate Certificates

The program is offered through the Graduate School of Theology, which is an associate member of The Association of Theological Schools.

The CDU Graduate School of Theology aims to provide a transformative learning experience in the digital space and to develop leaders for the new evangelization in the 21st century.

Graduate Certificate in Sacred Scripture

This certificate program is designed for students with an undergraduate degree who wish to study Sacred Scripture in depth. The 18 credits earned can be applied to the Master of Arts (Theology). An eight-week prerequisite course may be required for some students depending on prior academic work. Please contact Admissions at 1.888.254.4238 ext 700 or admissions@cdu.edu for more information.

General Program Requirements for Graduate Certificate in Sacred Scripture

- Completion of 9 core Scripture credits
- Completion of 9 elective Scripture credits

Sacred Scripture Certificate Course List

Core Courses for Graduate Certificate in Sacred Scripture

Course No.	Course Title	Credits
SCRPT 515	Biblical Foundations	3
SCRPT 530	Introducation to Scripture and Salvation History	3
THEO 503	The Catholic Theological Tradition	3

Elective Courses for Graduate Certificate in Sacred Scripture

Select from the courses below for a total of 9 required credits.

Course No.	Course Title	Credits
SCRPT 520	Pentateuch	3
SCRPT 540	Isaiah and the Prophets	3
SCRPT 570	Letter to the Romans	3
SCRPT 571	The Gospel of St. John	3
SCRPT 662	The Synoptic Gospels (available 2020)	3

Graduate Certificate in Church History

This certificate program is designed for students with an undergraduate degree who wish to study Church History in depth. The 18 credits earned can be applied to the Master of Arts (Theology). An eight-week prerequisite course may be required for some students depending on prior academic work. Please contact Admissions at 1.888.254.4238 ext 700 or admissions@cdu.edu for more information.

General Program Requirements for Graduate Certificate in Church History

- Completion of 12 core credits
- Completion of 6 elective history credits

Church History Certificate Course List

Required Courses for Graduate Certificate in Church History

Course No.	Course Title	Credits
CHIST 514	Church History Part I - Early Christians to Middle Ages	3
CHIST 524	Church History Part II - Renaissance to Modern Church	3
THEO 503	The Catholic Theological Tradition	3
THEO 631	Introduction to Christology	3

Elective Courses for Graduate Certificate in Church History

Select from the courses below for a total of 6 required credits.

Course No.	Course Title	Credits
CHIST 544	History of the American Catholic Church	3
HUM 687	Sacred Architecture	3
SCRPT 515	Biblical Foundations	3
SCRPT 530	Introduction to Scripture and Salvation History	3
SCRPT 540	Isaiah and the Prophets	3

Graduate Certificate for Catholic Educators

The 18-credit Graduate Certificate for Catholic Educators provides an overview of basic Catholic theology, scripture, and Catholic social teaching. Credits earned toward the certificate can later be applied to the MA in Theology and Educational Ministry degree. Students will be prepared to provide sound religious formation for Catholic youth and adults and accurate information to discuss the faith with those who may be seeking a faith life or who are unaffiliated with the Catholic Church.

General Program Requirements for Graduate Certificate for Catholic Educators

- Completion of 18 credits

Courses for Graduate Certificate for Catholic Educators

Course No.	Course Title	Credits
RELED 560	Principles of Catholic Education	3
THEO 682	Forming a Catholic World View: Catholic Social Teachings	3
SCRPT 530	Introduction to Scripture and Salvation History	3
SPIR 501	Applied Catholic Spirituality	3
THEO 503	The Catholic Theological Tradition	3
THEO 640	Presenting the Faith in the Modern World: Dealing with Hard Questions	3

General Graduate Certificate Program Information

Apply to a Graduate Certificate Program

- Review the Graduate Certificate Program information on the CDU website.
- Contact Admissions at 1.888.254.4238 ext 700 or admissions@cdu.edu to ask questions about the program. CDU's director of admissions will discuss the various options available to best meet your academic and professional goals and will help you start the application process.
- Complete an online application and pay the $25 application fee.
- Provide proof of a bachelor's degree in an academic discipline from a degree-issuing undergraduate institution accredited by an agency recognized by the U.S. Department of Education, or its equivalent for non-U.S. schools. Official transcripts validating a bachelor's degree are needed before you can be accepted into the MA program.
- If you already hold a master's degree or doctoral degree in some other discipline, please provide an unofficial transcript or other indicator of where and when you earned an advanced degree.
- Must successfully complete CDU's first required course, Theo 503, Catholic Theological Tradition*. ** Exceptions may be made at the discretion of the dean. Students who earn a cumulative GPA of 3.0 or higher as a non-matriculated graduate student may be considered for admission.*
- CDU will notify program students of their acceptance into the Graduate Certificate Program.

Earning and Transferring Academic Credit

If you plan to transfer course credits from CDU to a graduate degree-granting institution, CDU strongly encourages checking with the receiving institution prior to enrolling in your course. Please keep in mind that each receiving institution, including CDU, reserves the right to evaluate the transcript for course transfer.

Program Time Limits

Students accepted into a graduate-level certificate program have 3 years to complete the certificate.

Proctored Examinations

Final examinations for graduate study must be proctored. All final exams will be proctored through an online proctoring service. Students will therefore be required to take their exams on a computer having a camera and microphone.

Academic Probation

Students dropping below the program GPA requirement will be placed on academic probation, referred to the dean, and will be required to follow steps to restore their GPAs to the required levels as specified below.

Graduate students are required to maintain a minimum overall cumulative GPA of 3.0 to continue in the graduate program and to be awarded the master's degree. Students whose cumulative GPA drops below the required minimums will be placed on academic probation, referred to the academic dean. However, any student, graduate or undergraduate, who earns less than a 1.0 GPA in any given term may be subject to dismissal. Students placed on academic probation will receive a Notice of Academic Probation that must be signed and returned to the registrar. If the notice is not returned within a week with a signature, the student will be prevented from registering for future courses. Students will be given one

academic term to bring up their cumulative GPA to the minimum.
At the conclusion of the one academic term, should the cumulative GPA be at or above the minimum required, the student will be removed from academic probation.
The student will remain on academic probation until the student restores the GPA to the minimum, or the Academic Committee determines that the student is making the necessary progress to achieve the minimum GPA by graduation. Should the cumulative GPA and the term GPA not be at the minimum at the conclusion of the one academic term, the student will be subject to dismissal.
Students may appeal the academic probation by submitting a letter to the Academic Committee requesting further consideration.
Reinstatement: Students who have been dismissed from the university must wait two academic terms before reapplying to the university. Students must submit a letter of appeal for readmission to the academic dean for review. If reinstated, the student will be placed on academic probation. If the student fails to meet the minimum term GPA, he or she will be subject to dismissal at the end of the academic term. Students dismissed a second time may not apply for readmission.
Failing Grade: To receive college credit at the undergraduate level, a grade point average (GPA) of 2.0 or higher must be achieved for each course. Undergraduate and graduate degree students who earn a grade of 1.0 or 0 in a core course will be required to retake the course. Students who re-enroll in the course and receive a passing grade will have the 0 or 1.0 forgiven, and only the passing grade will appear on the transcript.

Leave of Absence

For serious reasons, a student may apply for a leave of absence not to exceed 180 days. During this leave, elapsed time does not accrue toward the maximum completion time allowed for finishing the program. A letter requesting leave should be addressed to the Registrar. For Active Service Members, the LOA for a course or program can be extended beyond 180 days for Military Service operations. Appropriate documentation should be submitted to the Registrar@cdu.edu.

Graduate Library Resources

CDU maintains an online library for students that is staffed by a librarian, and course authors provide bibliographies and supplemental reading lists with course materials. This information is useful for term papers and course work. Borrowing privileges to full-time CDU students have been granted by Woodstock Theological Library, which has 195,000 volumes and 700 periodicals. Local students may visit the library in person, and distant students may use the inter-library loan system. Full-time program students are welcome to call the librarians for personal assistance. A CDU student ID card is needed for library loans.

Withdrawing From a Course or a Program

A student may terminate enrollment in the certificate program or an individual course at any time by notifying the university; however, a student is advised to do so in writing for his or her own protection. Refunds will be granted on request, according to the program satisfactory policy. Written withdrawal requests should be sent to: Registrar, Catholic Distance University, 115 West Congress Street, Charles Town, West Virginia 25414. Visit www.cdu.edu to view CDU's satisfaction and refund policy.

Bachelor of Arts in Theology Degree Completion Program

The Bachelor of Arts in Theology degree completion program helps students expand their knowledge of the Catholic faith and develop the skills needed to competently explain the essential teachings of the Catholic Church using Sacred Scripture, Sacred Tradition, magisterial documents, and significant texts.

BA in Theology Admissions Requirements

- Earn a minimum of 48 transferable undergraduate credits before applying. Students who have fewer credits are encouraged to either apply to the AA in Liberal Arts program or begin taking undergraduate-level courses prior to formal admission. contact the Admissions Office for details. A maximum of 81 undergraduate credits from an institution(s) accredited by an agency recognized by the U.S. Department of Education may be accepted to fulfill general education/elective credits. CDU offers courses to help fulfill the general education/elective requirements.
- Students who submit official transcripts with credits earned in the past five years must have at least a 2.0 GPA from the most recent accredited issuing institution. If the overall GPA is below a 2.0, the student must successfully complete a first course at CDU with a grade of 2.0 or higher before being accepted into the program and applying for federal financial aid.
- Students with official transcripts that are over five years old must successfully complete a first course at CDU with a grade of 2.0 or higher before being accepted into the program and applying for federal financial aid. CDU reserves the right to deny admission to students with more than three transcripts from different institutions.

General Program Requirements for BA in Theology

- 39 theology major credits (24 required credits and 15 theology elective credits)
- 81 general education/elective credits

Required Theology Major

Complete all 8 three-credit courses; all courses are online

Course No.	Course Title	Credits
SCRPT 310	Reading Scripture Theologically	3
SCRPT 330	Introduction to Scripture and Salvation History	3
THEO 304	Foundations of Catholicism*	3
THEO 313	God, Man and the Universe	3
THEO 332	Jesus Christ: God, Man, and Savior-	3
THEO 343	Vatican II: The Church and Her Liturgy	3
THEO 353	Sacraments: Masterworks of God	3
THEO 468	Principles of Moral Theology	3

**Students who have already studied Catechism I and II at the AA Level are exempt from taking THEO 304. These students are required to take three additional elective credits.*

Theology Electives - 15 credits
Students can fulfill the additional 15 credits of theology electives by choosing additional CDU courses. Visit www.cdu.edu to see a full list of undergraduate courses.

Transfer of Theology Credits: Maximum of six undergraduate theology credits can be transferred in. Transfer credit must have been earned no more than five years prior to transfer and grade must be at least a 3.0 and submitted via an official transcript to be evaluated for transfer. Acceptance of transfer credit is at the discretion of the academic dean who determines if transfer credits align with the CDU BA curriculum.

General Education/Electives

CDU generously accepts transfer credits from other institutions. Most students meet the general education requirements through a combination of transfer credit and by taking courses at CDU.

The general education requirements enhance the study of theology while fulfilling a broad, liberal arts education and stimulate a desire for lifelong learning, wonder, and the courage to live an authentic Christian life in and through specific vocational paths and in our common vocation as human persons.

The requirements reflect an ongoing commitment to academic excellence, the unity of all truth, and the integration of faith and reason. Grounded in the Western intellectual tradition and *Ex Corde Ecclesiae*, the curriculum introduces students to the fundamental knowledge, authors, and diverse learning experiences needed to become well-educated Catholics and beacons of light and truth in a rich, diverse global society.

Visit www.cdu.edu to see what courses CDU offers to meet general education requirements:

English Language Arts	9
Social Sciences (History, Sociology, Economics, Political Science)	18
Natural Sciences (Biology, Chemistry, Physics, Geology)	6
Mathematics/Computer Science (Mathematics, Statistics, Computer Usage)	6
Classical or Modern Languages	6
Humanities and Fine Arts (Arts, Music)	6
Philosophy	12
Electives	18

General education/elective credits must be at the 100 level or higher and one must have received a grade of 2.0 (C) or higher from an accredited institution. Experiential credit cannot be used in place of academic credit.

General education/elective credits may also be fulfilled via the College Board's Advanced Placement (AP) program and College-Level Examination Program (CLEP) and the Defense Activity for Non-Traditional Education Support (DANTES) Subject standardized Testing (DSST).

General BA Program Information

Theology Credit Transfer and Work Experience

At the discretion of the academic dean, CDU will accept a maximum of six undergraduate theology credits earned with a minimum grade of 3.0, provided they meet the requirements of being Catholic theology from a Catholic institution and align with CDU's BA in Theology curriculum.

Credits must have been earned no more than five years prior to transfer. If they are accepted, these six credits may apply to the 39 credits required for the major in theology. An official transcript is required. CDU does not grant undergraduate credit for work experience.

CDU does not guarantee acceptance of transfer credit to another institution. Students should check with the receiving institution prior to registering for courses to ensure that credits earned at CDU will be accepted.

Proctored Examinations

Final examinations for undergraduate study must be proctored. All final exams will be proctored through an online proctoring service. Students will therefore be required to take their exams on a computer having a camera and microphone.

CDU offers inspiring courses and programs to meet every educational need and level. Our courses are annotated to the *Catechism of the Catholic Church* and many recent magisterial documents.

Program Time Limits

Students accepted into the BA program have four years to complete the degree requirements.

Academic Probation

Undergraduate students are required to maintain a minimum overall cumulative GPA of 2.0 to continue in the undergraduate programs (AA and BA) and to be awarded either the AA of Arts in Liberal Arts or the BA in Theology Completion Degree or the Catechetical Diploma certificate. Students whose cumulative GPA drops below the required minimums will be placed on academic probation and referred to the academic dean. However, any student, graduate or undergraduate, who earns less than a 1.0 GPA in any given term may be subject to dismissal.

Students placed on academic probation will receive a Notice of Academic Probation that must be signed and returned to the registrar. If the notice is not returned within a week with a signature, the student will be prevented from registering for future courses. Students will be given one academic term to bring up their cumulative GPA to the minimum. At the conclusion of the one academic term, should the cumulative GPA be at or above the minimum required, the student will be removed from academic probation.

The student will remain on academic probation until the student restores the GPA to the minimum, or the Academic Committee determines that the student is making the necessary progress to achieve the minimum GPA by graduation. Should the cumulative GPA and the term GPA not be at the minimum at the conclusion of the one academic term, the student will be subject to dismissal.

Students may appeal the academic probation by submitting a letter to the Academic Committee requesting further consideration. Please see www.cdu.edu for full policy.

Leave of Absence

For serious reasons, a student may apply for a leave of absence not to exceed 180 days. During this leave, elapsed time does not accrue toward the maximum completion time allowed for finishing the program. A letter requesting leave should be addressed to the Registrar. For Active Service Members, the LOA for a course or program can be extended beyond 180 days for Military Service operations. Appropriate documentation should be submitted to the Registrar@cdu.edu.

Undergraduate Library Resources

CDU maintains an online library for students that is staffed by a librarian, and course authors provide bibliographies and supplemental reading lists with course materials. This information is useful for term papers and course work. Woodstock Theological Library has granted borrowing privileges to full-time CDU students. The library, located on the campus of Georgetown University in Washington, DC, has 195,000 volumes and 700 periodicals. Local students may visit the library in person and distant students may use the inter-library loan system. Full-time program students are welcome to call the librarians for personal assistance. A CDU student ID card is needed for library loans.

Delta Epsilon Tau: International Honor Society for Distance Learning

CDU, the first distance university in the Church to highlight academic achievement in distance education, holds Virginia's Alpha Chapter of Delta Epsilon Tau. To be invited for admission into the honor society, graduates must have demonstrated academic excellence by attaining an overall GPA of 3.8 (on a 4.0 scale) during their undergraduate studies.

Each honored graduate who accepts the invitation to join the Delta Epsilon Tau Honor Society will receive an official certificate of membership, a Delta Epsilon Tau Gold Key lapel pin, a congratulatory letter, and a narrative of the Honor Society, as well as reference letters (upon request).

Catechetical Diploma

CDU is authorized to award the Catechetical Diploma, a valuable teaching credential in the Church. CDU was the first Catechetical Institute in the United States to award the Catechetical Diploma and teach the Faith to adults using distance education exclusively.

Responding to the commission Christ gave to his followers to make disciples of all nations, each person is called to share the Gospel message of God's love. Through systematic study of the profession of Faith, liturgy, Sacred Scripture, moral teachings, and spirituality, students achieve this ecclesiastical teaching certificate and equip themselves to teach the Faith with authority and confidence.

Admissions Requirements for Catechetical Diploma

- Online application and $25 application fee
- Official transcript (from high school degree or GED) or official transcript(s) from the most recent college(s) attended; (a high school diploma is all that is required to apply for this program)
- A letter of recommendation from your parish priest

Program Requirements for Catechetical Diploma

- Complete 36 credits – 33 core credits and 3 elective credits
- Complete Catechetical project, such as an essay, research paper or lesson plan
- Pass a comprehensive (closed-book) examination when all courses and project are completed
- Complete all requirements within 5 years from the date of acceptance into the program

Course Curriculum for Catechetical Diploma

Required Courses for Catechetical Diploma

Complete all 11-three credit courses; unless noted, all courses are online

Course No.	Course Title	Credits
THEO 313	God, Man, and the Universe	3
THEO 332	Jesus Christ: God, Man, and Savior	3
THEO 353	Sacraments: Masterworks of God	3
THEO 468	Principles of Moral Theology	3
SCRPT 303	Survey of the Old Testament	3
SCRPT 306	Survey of the New Testament with the CCC	3
SCRPT 330	Introduction to Scripture and Salvation History	3
THEO 343	Vatican II: The Church and Her Liturgy	3
SPIR 301	Applied Catholic Spirituality	3
RELED 432	General Catechetics for the New Evangelization	3
THEO 304	Foundations of Catholicism	3

Elective Courses for Catechetical Diploma Select from any of the courses below for a total of 3 elective credits		
Course No.	Course Title	Credits
THEO 103	The Moral Life: Living the Virtues	3
SCRPT 310	Reading Scripture Theologically	3
THEO 418	Introduction to St. Thomas Aquinas	3
CHIST 314	Church History I: Early Christians to Middle Ages	3
CHIST 324	Church History II: Renaissance to Modern Church	3

General Catechetical Diploma Program Information

Program Time Limits

Students accepted into the Catechetical Diploma Program have five years from the date of acceptance to complete the requirements. CDU recommends, however, that students complete the program earlier.

Academic Probation

To earn the Catechetical Diploma, an overall cumulative GPA of 2.0 or higher must be achieved. Please see the policy section of this catalog for full Academic Probation policy for any of the Undergraduate Programs.

Proctored Examinations

Final examinations for undergraduate study must be proctored. All final exams will be proctored through an online proctoring service. Students will therefore be required to take their exams on a computer having a camera and microphone.

Leave of Absence

For serious reasons, a student may apply for a leave of absence not to exceed 180 days. During this leave, elapsed time does not accrue toward the maximum completion time allowed for finishing the program. A letter requesting leave should be addressed to the Registrar. For Active Service Members, the LOA for a course or program can be extended beyond 180 days for Military Service operations. Appropriate documentation should be submitted to the Registrar@cdu.edu.

Undergraduate Library Resources

CDU maintains an online library for students that is staffed by a librarian, and course authors provide bibliographies and supplemental reading lists with course materials. This information is useful for term papers and course work. Woodstock Theological Library has granted borrowing privileges to full-time CDU students. The library, located on the campus of Georgetown University in Washington, DC, has 195,000 volumes and 700 periodicals. Local students may visit the library in person and distant students may use

the inter-library loan system. Full-time program students are welcome to call the librarians for personal assistance. A CDU student ID card is needed for library loans.

Taking Undergraduate Courses without Applying to the Program

CDU offers students the option of taking undergraduate courses without applying to an academic program. A copy of a high school diploma is all that is needed to enroll in an undergraduate-level course. Non-program students are subject to the same assignments, testing, and tuition as program students. Any CDU undergraduate-level course successfully completed can be applied toward a CDU degree program in the future.

If you plan to transfer course credits from CDU to another degree-granting institution, CDU strongly recommends checking with the receiving institution prior to enrolling in a course. Please keep in mind that each receiving institution, including CDU, reserves the right to evaluate transcripts for course transfer.

Associate of Arts in the Liberal Arts with a Concentration in Catholic Studies

CDU's Associate of Arts in the Liberal Arts degree program provides a high quality entry-level associate degree in liberal arts with an emphasis on the Catholic intellectual tradition. Our AA offers a fully online liberal arts program for the professional development of catechists, parents, aspiring Catholic school teachers, professional career-seekers in the Catholic Church, and anyone else who may later seek a higher degree in liberal arts. Upon completion of this degree, students have the option to earn a bachelor's degree in theology at CDU.

Admissions Requirements for Associate of Arts in Liberal Studies

Submit program application, $25 application fee, and two letters of recommendation from church, employer, teacher, or counselor.

Send official transcript(s) from high school, GED, or undergraduate institution attended. Applicants must have one of the following: GPA of at least 2.0 from the most recent school attended, acceptable SAT/ACT score, or completion of three credits at CDU with a minimum grade of 2.0.

Transfer Credit: CDU will accept up to 30 General Education credits earned with a minimum grade of 2.0 from other accredited colleges and universities provided that these credits meet the requirements of the program. Those who submit official transcripts with credits earned in the last 5 years must have at least a 2.0 GPA from the most recent issuing accredited institution. If the GPA is below a 2.0 or the transcript is more than five years old, the student must successfully complete a first course at CDU with a minimum grade of 2.0 before being accepted into the program and applying for federal financial aid. CDU reserves the right to deny admission to students with more than three transcripts from different institutions.

Program Requirements for Associate of Arts in Liberal Studies

- Complete 60 credits: 33 Theology core credits, 24 General Education and 3 elective credits
- Complete all requirements within four (4) years from the date of acceptance into the program

Catholic Studies Core

Course No.	Course Title	Credits
THEO 103	The Moral Life: Living the Virtues	3
SCRPT 303	Survey of the Old Testament	3
SCRPT 306	Survey of the New Testament	3
CHIST 314	Church History: From the Early Christians to the Middle Ages	3
CHIST 324	Church History: Renaissance to Modern Church	3
THEO 101	*Catechism of the Catholic Church*, Part I	3
THEO 102	*Catechism of the Catholic Church*, Part II	3
HUM 251	Ancient Civilization*	3
HUM 252	Christian Civilization*	3
HUM 253	A Global Civilization*	3
ENG 105	Introduction to Composition for Theology	3
PHIL 235	Elements of the Human Person	3

*Students must complete their choice of two of the following courses: HUM 251, HUM 252, and HUM 253. These replace the Western Civilization courses.

General Education Requirements	
English composition II/Literature	3 credits
Natural Sciences	3 credits
Mathematics/IT	3 credits
Foreign languages	3 credits
Humanities	3 credits
History	3 credits
Social Sciences	6 credits
Electives	3 credits

The general education credits must be at the 100 level or higher and one must have received a grade of 2.0 (C) or higher from an accredited institution. Experiential credit cannot be used in place of academic credit.

AA Level Courses

The following courses can be used to meet the general education credits

Course No.	Course Title	Credits
BIO 150	Nutrition	3
ECON 105	Elements of Economics	3
GREEK 101	Biblical Greek I*	3
GREEK 201	Biblical Greek II*	3
GREEK 417	Advanced Biblical Greek Lab*	1
LATIN 101	Latin I *	3
LATIN 201	Latin II*	3
MATH 105	General Mathematics for Liberal Studies	3
PHIL 235	Elements of the Philosophy of the Human Person	3

*These language classes cannot be used for both foreign language general education requirements and AA program electives.

General AA Program Information

Program Time Limits

Students accepted into the Associate of Arts program have four years from the date of acceptance to complete the requirements.

Policy on High School Transcripts

For those who have earned no college credit elsewhere prior to enrollment, CDU must have an official state high school transcript. For homeschooled students from states that do not issue official state transcripts, CDU requires either a GED exam, SAT or ACT scores along with transcript.

Student ID Cards

Student ID cards will be issued to all students upon acceptance into the program. This card is needed for library loans from the Woodstock Theological library and can be used for general

college student discounts. Cards are mailed four to six weeks after acceptance into a program.

Transfer of Theology Credit

Maximum of six undergraduate theology credits can be transferred in. Transfer credit must have been earned no more than five years prior to transfer and grade must be at least a 3.0 and submitted via an official transcript to be evaluated for transfer. Acceptance of transfer credit is at the discretion of the academic dean who determines if transfer credits align with the CDU AA curriculum.

Earning and Transferring Academic Credit

If you plan to transfer course credits from CDU to an undergraduate degree-granting institution, CDU strongly recommends checking with the receiving institution prior to enrolling in a course. Please keep in mind that each receiving institution, including CDU, reserves the right to evaluate transcripts for course transfer.

Academic Probation

To earn the Associate of Arts, an overall cumulative GPA of 2.0 or higher must be achieved. Please see the policy section of this catalog for full Academic Probation policy for any of the Undergraduate Programs.

Proctored Examinations

Final examinations for undergraduate study must be proctored. All final exams will be proctored through an online proctoring service. Students will therefore be required to take their exams on a computer having a camera and microphone.

Leave of Absence

For serious reasons, a student may apply for a leave of absence not to exceed 180 days. During this leave, elapsed time does not accrue toward the maximum completion time allowed for finishing the program. A letter requesting leave should be addressed to the Registrar. For Active Service Members, the LOA for a course or program can be extended beyond 180 days for Military Service operations. Appropriate documentation should be submitted to the Registrar@cdu.edu.

Undergraduate Library Resources

CDU maintains an online library for students that is staffed by a librarian, and course authors provide bibliographies and supplemental reading lists with course materials. This information is useful for term papers and course work. Woodstock Theological Library has granted borrowing privileges to full-time CDU students. The library, located on the campus of Georgetown University in Washington, DC, has 195,000 volumes and 700 periodicals. Local students may visit the library in person and distant students may use the inter-library loan system. Full-time program students are welcome to call the librarians for personal assistance. A CDU student ID card is needed for library loans.

Taking Undergraduate Courses without Applying to the Program

CDU offers the option of earning undergraduate college credit without applying to a program. Please refer to the back of the catalog to view a complete list of undergraduate courses offered. A copy of a high school diploma is all CDU requires for undergraduate courses. Assignments, testing, and tuition are the same for non-degree seeking students. Any CDU undergraduate-level course successfully completed can be applied toward a future CDU degree program.

Undergraduate Catechetical Coordinator Certificate

The Catechetical Coordinator Certificate is an undergraduate academic certificate program for Church leaders, employees, and catechists who desire a comprehensive certification in Catholic teachings and theology and practical ways to teach these principles.

Admissions Requirements for Undergraduate Catechetical Coordinator Certificate

Submit application, $25 application fee, and an official high school or college transcript from an accredited institution.

Program Requirements for Undergraduate Catechetical Coordinator Certificate

- Complete 18 Credits from the following required courses

Undergraduate Level Courses

Course No.	Course Title	Credits
THEO 304	Foundations of Catholicism	3
SCRPT 330	Introduction to Scripture and Salvation History	3
THEO 332	Jesus Christ: God, Man, and Savior	3
THEO 353	Sacraments: Masterworks of God	3
THEO 468	Principles of Moral Theology	3
RELED 432	General Catechetics for the New Evangelization	3

General Undergraduate Certificate Program Information

Program Time Limits
Students accepted into the Undergraduate Catechetical Coordinator Certificate program have three years from the date of acceptance to complete the requirements.

Policy on High School Transcripts
For those who have earned no college credit elsewhere prior to enrollment, CDU must have an official state high school transcript. For homeschooled students from states that do not issue official state transcripts, CDU requires either a GED exam, SAT or ACT scores along with transcript.

Student ID Cards
Student ID cards will be issued to all students upon acceptance into the program. This card is needed for library loans from the Woodstock Theological library and can be used for general college student discounts. Cards are mailed four to six weeks after acceptance into a program.

Earning and Transferring Academic Credit
If you plan to transfer course credits from CDU to an undergraduate degree-granting institution, CDU strongly recommends checking with the receiving institution prior to enrolling in a course. Please keep in mind that each receiving institution, including CDU, reserves the right to evaluate transcripts for course transfer.

Academic Probation
To earn the Undergraduate Catechetical Coordinator Certificate, an overall cumulative GPA of 2.0 or higher must be achieved. Please see the policy section of this catalog for full Academic Probation policy for any of the Undergraduate Programs.

Proctored Examinations
Final examinations for undergraduate study must be proctored. All final exams will be proctored through an online proctoring service. Students will therefore be required to take their exams on a computer having a camera and microphone.

Leave of Absence
For serious reasons, a student may apply for a leave of absence not to exceed 180 days. During this leave, elapsed time does not accrue toward the maximum completion time allowed for finishing the program. A letter requesting leave should be addressed to the Registrar. For Active Service Members, the LOA for a course or program can be extended beyond 180 days for Military Service operations. Appropriate documentation should be submitted to the Registrar@cdu.edu.

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borrowing privileges to full-time CDU students. The library, located on the campus of Georgetown University in Washington, DC, has 195,000 volumes and 700 periodicals. Local students may visit the library in person and distant students may use the inter-library loan system. Full-time program students are welcome to call the librarians for personal assistance. A CDU student ID card is needed for library loans.

Taking Undergraduate Courses without Applying to the Program

CDU offers the option of earning undergraduate college credit without applying to a program. Please refer to the back of the catalog to view a complete list of undergraduate courses offered. A copy of a high school diploma is all CDU requires for undergraduate courses. Assignments, testing, and tuition are the same for non-degree seeking students. Any CDU undergraduate-level course successfully completed can be applied toward a future CDU degree program.

Noncredit Programs

Faith formation is a lifelong journey. Just as we are required to stay current in our professional lives, the Church calls us to continue growing in knowledge of our faith. CDU's continuing education programs offer adults a carefully designed curriculum of doctrinal, moral, and spiritual formation that combines high quality, faithful teachings in a convenient distance learning format.

CDU's continuing education program includes noncredit certificates, group subsidy plans, non-degree independent study courses, and three-week online seminars for adult enrichment and catechist formation in the Faith.

Noncredit Certificates at CDU

Truth means more than knowledge: knowing the truth leads us to discover the good.

(Benedict XVI, 2008)

Far from being just a communication of factual data – 'informative' – the loving truth of the Gospel is creative and life-changing – 'performative.' (cf. *Spe Salvi*, 2)

Catholic Distance University recognizes the desire that many Catholic adults have to study the Faith in order to integrate it into the current culture and to share the Faith with others. Catholic adults, by nature of their Baptism, are called to an ongoing reflection on the 2000-year heritage the Church has recorded and developed in order to integrate the Faith into contemporary society.

In response, CDU offers several noncredit certificates designed to provide a systematic approach to the study of Catholic doctrine, Sacred Scripture, Catholic morality, Church history, Vatican II and catechetical principles and methods.

- Basic Certificate in Apologetics
- Certificate in the *Catechism of the Catholic Church*
- Basic Certificate in Catechetics
- Advanced Certificate in Catechetics
- Basic Certificate in Catholic Education
- Basic Certificate in Christian Morality
- Basic Certificate in the New Testament
- Basic Certificate in the Old Testament
- Basic Certificate in Prayer and Spirituality
- Basic Certificate in Vatican II
- Basic Certificate in Church History
- Basic Certificate in Sacred Scripture

Withdrawing From a Course

A student may terminate enrollment in a course at any time by notifying the university; however, a student is advised to do so in writing for his or her own protection. Refunds will be granted on request, according to the program satisfactory policy. Written withdrawal requests should be sent to: Continuing Education Registrar, Catholic Distance University, 115 West Congress Street, Charles Town, WV 25414.

Certificate in the *Catechism of the Catholic Church*

Benedict XVI reminded Catholics that the *Catechism of the Catholic Church* is "a precious and indispensable tool" for the task of evangelization. Those who study the Catechism will be able to give reasons for what they believe, enabling them to assist the numerous people who are experiencing a crisis of Faith in our contemporary society. Most dioceses of the United States require catechists to have a basic course on the *Catechism of the Catholic Church*. Those who achieve the CDU Certificate in the *Catechism of the Catholic Church* will have the confidence and ability to assist others in using the *Catechism of the Catholic Church* to find answers to questions about Church doctrine, liturgical life, Christian morality, and prayer.

Requirements for the Certificate in the *Catechism of the Catholic Church*

- Completion of five courses in the *Catechism of the Catholic Church* Series

Catechism of the Catholic Church series

These courses are offered in the online individual format

Course No.	Course Title	CEUs*
THEO N004	Introduction to the Catechism	2.0
THEO N005	The Profession of Faith	2.0
THEO N006	The Celebration of the Christian Mystery	3.0
THEO N007	Life in Christ	3.0
THEO N008	Christian Prayer	2.0

* Continuing Education Units/Clock Hours

Basic Certificate in Catechetics

This catechetical formation program aims to help catechists acquire the essential knowledge and skills needed to hand on the Faith. Ideally, this initial formation should precede the beginning of your catechetical ministry. Catechists who complete these basic courses/ seminars should have the confidence and skills to be a parish catechist.

Certificate Requirements

- Completion of four theology courses on the *Catechism of the Catholic Church*
- Completion of one (1) required Catechetics course
- Completion of one (1) required Scripture course

Required Independent Study Courses

Course No.	Course Title	CEUs*
THEO N005	The Profession of Faith	2.0
THEO N006	The Celebration of the Christian Mystery	3.0
THEO N007	Life in Christ	3.0
THEO N008	Christian Prayer	2.0
RELED N001	Basic Catechetics for Discipleship, Part 1	1.0
SCRPT N004	Introduction to Scripture and the Gospel Message	1.0

* Continuing Education Units/Clock Hours

Advanced Certificate in Catechetics

Those who teach with authority change lives. Children, young people, and adults eagerly respond to knowledgeable and trained catechists. This training takes commitment, dedication, confidence, and zeal. With the Advanced Certificate in Catechetics (ACC) program, CDU can help lay volunteers, religion teachers, and parents become true catechists – those prepared to teach the Faith with wisdom and knowledge.

Certificate Requirements

- Prerequisite certificate: Basic Certificate in Catechetics
- Completion of the following required catechetical course: RELED N042 Forming Disciples for Community and Mission: Basic Tasks of Catechesis
- Completion of any 2 Scripture online seminars or independent study courses.
- Completion of 1 Church History online seminar or independent study course
- Completion of 1 Social Teaching online seminar or independent study course
- Completion of 1 Spirituality online seminar or independent study course

Basic Certificate in Sacred Scripture

Benedict XVI strongly encouraged Christians to read and reflect on the Bible, pointing out the significance of the Scriptures as the basis for ecumenical discussion and the importance of being knowledgeable about the strong connections between the Old and New Testaments. This Basic Certificate in Sacred Scripture will indicate that one has obtained an overview of the structure and content of the Bible as well as the Catholic approach to the use of Sacred Scripture.

Certificate Requirements

- Completion of 2 required Scripture independent study courses
- Completion of any 2 Scripture courses focusing on the Old Testament
- Completion of any 2 Scripture courses focusing on the New Testament

Required Scripture Courses

Course No.	Course Title	CEUs*
SCRPT N004	Introduction to Scripture and the Gospel Message	1.0
SCRPT N113	The Way Catholics Use Scripture: Pope Benedict's *Verbum Domini*	1.0

(Visit www.cdu.edu for a full list of seminars offered.)

* Continuing Education Units/Clock Hours

Basic Certificate in Church History

The Catholic Church has played an integral part in the development of civilizations since the time of the Apostles. In today's society, Catholics need to know the history of the Church to intelligently respond to questions and inaccurate facts promoted by the media. Those who complete this certificate program will be able to describe the history of the Church in America and portray correctly the role and activities of the Church during several historical periods in the last 2000 years.

Certificate Requirements

- Completion of three History of the Church in America online independent study courses
- Completion of three elective Church History online seminars/independent study courses

(Visit www.cdu.edu for a full list of seminars/independent study courses offered.)

History of the Church in America Courses

Required online courses.

Course No.	Course Title	CEUs*
CHIST N128	Early American Catholic History, 1492-1808	1.0
CHIST N138	The Rise of American Catholicism, 1808-1908	1.0
CHIST N148	Modern American Catholic History, 1908-Present	1.0

* Continuing Education Units/Clock Hours

Basic Certificate in Apologetics

Given our increasingly secular society and the atheistic worldview often promoted by the mainstream media and academic/scientific establishment, the need to strengthen the faith of Catholics and equip the faithful to better explain and share the Faith has never been greater. This need is especially evident in the large number of young people who are leaving the Catholic Faith, especially during and after college.

By participating in the seminars for this certificate program, you can strengthen your faith and equip yourself to better explain and share with family and friends why Catholics believe what we do about God, Jesus, Salvation, Church, Suffering and Evil.

Certificate Requirements

- Completion of the following six apologetics seminars:
  Proclaiming the Reality of God: Compelling Evidence of God's Existence
  Making the Case for Christ
  How Are We Saved?
  Why do We Need the Church?
  Why would a Loving God Allow Evil, Pain, and Suffering?
  Defend Your Faith: Apologetics Tools and Tips: **or** complete ONE of the following independent study courses:
  - N066 The Gospel of St. Matthew
  - N067 The Gospel of St. Mark
  - N068 The Gospel of St. Luke
  - N162 The Gospel of St. John

Basic Certificate in Catholic Education

Speaking to Catholic Educators in America, Benedict XVI remarked:

In every aspect of their education, students need to be encouraged to articulate a vision of the harmony of faith and reason capable of guiding a life-long pursuit of knowledge and virtue. As ever, an essential role in this process is played by teachers who inspire others by their evident love of Christ, their witness of sound devotion and their commitment to that *sapientia Christiana* which integrates faith and life, intellectual passion and reverence for the splendor of truth both human and divine, steadfast in faith and witness. (Benedict XVI, May 5, 2012.)

Each of the following courses addresses ways that Catholic Educators can fulfill their essential roles of teaching, inspiring, and witnessing the Church's patrimony of integrating life with the harmony of faith and reason.

Certificate Requirements

- Completion of the following five independent study courses:

Course No.	Course Title	CEUs*
RELED N066	The Catholic School: Identity and Leadership	1.0
RELED N034	Pioneers in American Catholic Education	1.0
RELED N042	Forming Disciples: The Basic Tasks of Catechesis	1.0
RELED N004	NDC: Vitalizing the Catechetical Ministry	1.0
THEO N168	JPII: The Culture of Life	1.0

* Continuing Education Units/Clock Hours

- Completion of one of the following independent study courses or seminars:

Course No.	Course Title	CEUs
RELED N001	Basic Catechetics for Discipleship	1.0
RELED N036	Teaching High School Religion	1.0
RELED N113	Missionary Discipleship: Encounter Jesus and Spread the Good News	1.0

Basic Certificate in Christian Morality

St. John Paul II clearly defined Christian Morality in the encyclical: *Veritatis Splendor*. In that magnificent document, he describes morality as "not so much about rules to be followed, but *about the full meaning of life*. This is in fact the aspiration at the heart of every human decision and action, the quiet searching and interior prompting which sets freedom in motion." ... Today more than ever we need to have clarity about how the gift of freedom can lead us to the absolute Good, God Himself Who has revealed Himself fully in Jesus Christ" (VS 7)

St. John Paul II further points out that " the Second Vatican Council called for a renewal of moral theology, so that its teaching would display the lofty vocation which the faithful have received in Christ..."(VS 7). This vocation not only requires finding Christ in order to follow Him, but inviting Christ to walk the path of life with each person. (VS 7)

Certificate Requirements

Completion of the following six independent study courses:

Course No.	Course Title	CEUs*
THEO N007	Life in Christ	1.0
THEO N163	Basics of Morality	1.0
THEO N106	Constitution on the Church in the Modern World	1.0
THEO N164	The Ten Commandments: One - Five	1.5
THEO N165	The Ten Commandments: Six - Ten	1.0
THEO N068	The Way to Inner Peace and Mercy	1.0

* Continuing Education Units/Clock Hours

Basic Certificate in Prayer and Spirituality

Pope Francis reminds us that prayer is a way of life—a spiritual way of living day to day:

"Pray always, without ever losing heart" (Lk 18:1). This is the Christian way of life: remaining steadfast in prayer, in order to remain steadfast in faith and testimony. Here once again we may hear a voice within us, saying: "But Lord, how can we not grow weary? We are human... even Moses grew weary...!" True, each of us grows weary. Yet we are not alone; we are part of a Body! We are members of the Body of Christ, the Church, whose arms are raised day and night to heaven, thanks to the presence of the Risen Christ and his Holy Spirit. Only in the Church, and thanks to the Church's prayer, are we able to remain steadfast in faith and witness. (Pope Francis Homily_Oct 16, 2016.)

Each of the following courses address ways of praying that are meant to bear fruit in daily living.

Completion of the following six independent study courses:

Course No.	Course Title	CEUs*
THEO N008	Christian Prayer	2.0
SPIR N057	The Our Father: Gateway to Scripture	1.0
SPIR N037	Scriptural Foundations of the Hail Mary	1.0
THEO N158	Liturgy of the Hours	1.0
SPIR N055	Eucharistic Devotions	1.0
SPIR N156	Classics in Prayer and the Spiritual Life	1.0

* Continuing Education Units/Clock Hours

Basic Certificate in the New Testament

"Besides the four Gospels, the canon of the New Testament also contains the epistles of St. Paul and other apostolic writings, composed under the inspiration of the Holy Spirit, by which, according to the wise plan of God, those matters which concern Christ the Lord are confirmed, His true teaching is more and more fully stated, the saving power of the divine work of Christ is preached, the story is told of the beginnings of the Church and its marvelous growth, and its glorious fulfillment is foretold." (DV 20)

Certificate Requirements

Completion of the following six independent study courses:

Course No.	Course Title	CEUs*
SCRPT N066	The Gospel of St. Matthew	1.0
SCRPT N067	The Gospel of St. Mark	1.0
SCRPT N068	The Gospel of St. Luke	1.0
SCRPT N162	The Gospel of St. John	1.0
SCRPT N061	The Acts of the Apostles	1.0
SCRPT N174	The Letters of St. Paul, Part I	1.0

* Continuing Education Units/Clock Hours

Basic Certificate in the Old Testament

"Now the books of the Old Testament, in accordance with the state of mankind before the time of salvation established by Christ, reveal to all men the knowledge of God and of man and the ways in which God, just and merciful, deals with men. These books, though they also contain some things which are incomplete and temporary, nevertheless show us true divine pedagogy. (1) These same books, then, give expression to a lively sense of God, contain a store of sublime teachings about God, sound wisdom about human life, and a wonderful treasury of prayers, and in them the mystery of our salvation is present in a hidden way. Christians should receive them with reverence" (DV 15)

Certificate Requirements

Completion of the following six independent study courses

Course No.	Course Title	CEUs*
SCRPT N022	Introduction to Genesis	1.0
SCRPT N050	The Psalms: Israel's Prayer and Ours	1.0
SCRPT N034	The Historical Books of the Old Testament	1.0
SCRPT N145	Wisdom Books of the Old Testament	1.0
SCRPT N148	The Prophets and Morality	1.0
SCRPT N146	Christ: The Suffering Servant of Isaiah	1.0

* Continuing Education Units/Clock Hours

Basic Certificate in Vatican II

The Second Vatican Council, according to Benedict XVI, "is a powerful appeal to us to make a daily rediscovery of the beauty of our faith, to understand it deeply through a more intense relationship with the Lord, and to live out our Christian vocation to the full." This Basic Certificate in Vatican II will equip you with knowledge of the most significant documents that were developed by the Council Fathers and an increased appreciation for the universal vocation to holiness that the baptized are called to embrace.

Certificate Requirements

- Completion of four required online independent study courses
- Completion of two required online seminars/courses

Vatican II Required Online Courses

Course No.	Course Title	CEUs*
THEO N105	The Constitution on the Church, *Lumen Gentium*	1.0
THEO N106	The Constitution on the Church in the Modern World, *Gaudium et spes*	1.0
THEO N107	The Constitution on Divine Revelation, *Dei Verbum*	1.0
THEO N108	Constitution on the Sacred Liturgy, *Sacrosanctum concilium*	1.0

Required Vatican II Seminars/Courses

Course No.	Course Title	CEUs
SPIR N064	Vatican II: Lay Spirituality	1.0
CHIST N161	History of Vatican Council II	1.0

* Continuing Education Units/Clock Hours

Subsidy Plan

CDU welcomes the opportunity to partner with your diocese, parish, or group to provide high quality online programs in adult faith formation. With an online option from CDU, you can increase the number of adults who receive solid formation and certification through programs from CDU that are delivered in a convenient, flexible, and adult-friendly format. A subsidy plan allows groups to subsidize the tuition for noncredit online courses and seminars by paying an annual fee. Noncredit online courses and seminars are then offered to group members who use a promo code to discount the tuition, which is paid by the member.

Group Subsidy Plan partners receive a portal on the CDU website containing information about what courses and seminars at CDU match the requirements for catechetical certification, diaconate ongoing training, or other certification programs. This portal makes it easy to access information about your programs. CDU's marketing department will help to promote seminars and courses to maximize the number of adults who benefit from the subsidy.

Graduate Courses

CHIST 514 Church History I: Early Christians to Middle Ages

3 credit course

This course replaces Church History, Part I CHIST 562, 206-0501.

Church History I: Early Christians to the Middle Ages is the first of two graduate survey courses covering the whole of Catholic history. This first course examines the central themes and events in the life of the Church from the days of the Apostles to the end of the Middle Ages using text resources. Students will study the great events of the Church's past, the development of Christian thought and belief, and the immense contributions of popes, saints, theologians, and common Christians to the progress of the Faith through the ages. Those who complete this course should be able to describe the key issues and topics related to the development of the Christian Church from the time of Christ to the end of the Middle Ages; explain the patterns of Church life from Pentecost to the start of the Renaissance and have a familiarity with the most important leaders, events, and writings; and build on the course foundation to delve deeper into Church history and to pursue other courses on specific topics related to the broader tapestry of Early and Medieval Christianity.

This course includes written lectures and online discussion.

CHIST 524 Church History II: Renaissance to Modern Church

3 credit course

This course replaces Church History, Part I CHIST 563, 206-0502.

Church History II: Renaissance to Modern Church is the second of two graduate survey courses covering the whole of Catholic history. The first course examined the central themes in the life of the Church from the days of the Apostles to the end of the Middle Ages. In this course, students will study the great events of Church history from the Renaissance, through the Protestant and Catholic Reformations and the Enlightenment and era of revolutions, to the tumultuous 20th century. We will meet extraordinary saints, popes, theologians, artists, and writers who have all helped to guide the progress of the Church across the globe.

This course includes written lectures and online discussion.

CHIST 544. History of the Catholic Church in America

3 credit course

This course addresses the history of the Catholic Church in North America from the arrival of Christopher Columbus in 1492 to the present time. Students will be presented with a survey of the foundations of the Catholic faith in North America, the progress of the Faith in the 19th century, including the era of immigration, urbanization, and the Civil War, and the life of Catholicism in the modern era. Focus will also include the work of the Baltimore councils, the activities of the Church during the Great Depression and the two World Wars, the election of John F. Kennedy, the impact of the Second Vatican Council (1962-65), and possible keys areas of concern for the Church in the 21st century and beyond.

This course includes written lectures, audio lectures, and online discussion.

HUM 687 Sacred Architecture

3 credit course

This course is an introduction to Sacred Architecture, its relationship to the Liturgy, and its importance in communicating the heavenly realm on earth. Questions regarding the history of Church Architectural Form, the role of Beauty in communicating the Transcendent, and the evaluation of church buildings and their contribution to the physical experience of the Heavenly realm on Earth will be explored.

PHIL 508 Philosophy for Theology

3 credit course

This philosophy course must be taken by all students in the MA program. It includes three major segments:

- Augustine and the Platonic Tradition: An overview of the thought of St. Augustine, its debt to ancient and Neo-Platonism, and its importance during the first millennium of Western Christianity;
- Aquinas and the Aristotelian Tradition: The rediscovery of Aristotle in the Middle Ages, including the ways in which St. Thomas sought to harmonize that new knowledge with the Biblical and Augustinian traditions; and
- Modern Philosophy: Some modern philosophical currents that have touched the Church, especially personalism, existentialism, and phenomenology as they have appeared in various figures, including Edith Stein and Karol Wojtyla (John Paul II).

PHIL 534 Philosophy of the Human Person

3 credit course

This course is a philosophical exploration of humanity. Through probing the thought of Socrates, Aristotle, St. Thomas, John Paul II, and Benedict XVI, two fundamental questions will be addressed: what is human nature, and what does it mean to be a person? Further, several contemporary challenges to the perennial Catholic thought on human nature and personhood will be considered.

Students who complete this course should be able to demonstrate a clear understanding of human nature and its primary faculties; to describe the philosophical notion of personhood as applied to the human condition; to define the fundamentally ethical orientation of humanity; to explain how humanity is considered within the Catholic intellectual tradition; and to critique several modern ideologies by showing how they fundamentally differ from the perennial philosophical understanding of humanity embraced by the Catholic tradition.

This course includes written lectures and online discussion.

PHIL 648 Phenomenology: Truth of the World

3 credit course

Prerequisite for this course: PHIL 508 Philosophy for Theology or the three-part Philosophy for Theology one credit series: PHIL 505, PHIL 506, PHIL 507. The Truth of the World will offer an introduction to phenomenology which is a philosophy that interprets reality according to certain presuppositions and establishes certain principles about objective reality and the knowing subject. This course will focus on phenomenology from the point of view of the Swiss theologian Hans Urs von Balthasar. The main reason for spending time on this philosophy from his perspective is that, in it, he has explained some features of Thomas Aquinas' De Veritate (On Truth). Secondly, the methods of phenomenology underlie much of the work of Pope John Paul II, so this course will be helpful in that regard as well, even though John Paul II works more from the insights of Max Scheler.

This course includes narrated power point presentation, audio transcriptions, and online discussions.

RELED 560 Principles of Catholic Education

3 credit course

Principles of Catholic Education is a graduate-level course that will examine the theoretical framework and the pastoral foundations of catechetical ministry, particularly the work of learning and teaching in Catholic parishes and schools. It utilizes primary sources, a history of catechesis in the United States, and contemporary resources to identify principles of education that reflect the divine pedagogy and the development of a clear Catholic Identity. Students who complete this course should be able to analyze contextual factors influencing teaching and learning, evaluate educational resources, and design educational strategies appropriate for authentic human formation and catechesis for a lifelong relationship with Jesus Christ.

This course includes lectures, audio and video presentations, and asynchronous online shared learning activities.

RELED 671 Leadership for Catholic Adult Faith Formation

3 credit course

Leadership for Catholic Adult Faith Formation is a graduate level course that will examine the foundations of leadership for adult faith formation that emerge from Scripture and Tradition and the Magisterium of the Church. The course will explore models of leadership that lead to personal conversion and public witness; study special questions about spirituality for the leader as well as for the student; and address current religious and moral questions that programs should incorporate. This course will use primary sources from the Vatican and the United States Conference of Catholic Bishops, but will also include the use of theological and spiritual resources that can be used by the leader within the adult faith formation setting. Students who complete this course should be able to connect the knowledge and skills they have gained in previous theology courses with the principles and methods needed for the practice of leadership in adult faith formation for parish or other Church settings.

This course includes written lectures, audio lectures, and online discussions.

SCRPT 515 Biblical Foundations

3 credit course

This course is an introduction to the academic study of the Bible. After being grounded in modern Church teachings about the nature of Divine Revelation, its relationship to tradition, and guidelines for interpretation, students will study Biblical interpretation in the Church and in the world, as it has evolved down through the ages. The class will start with the Church fathers and the medieval scholastics and discuss what can be learned in their experiences in wrestling with the Biblical text. Then students will consider how the post-Enlightenment discussion of the Bible evolved, how modern critical methods arose, what questions these methods were intended to answer, and the extent to which they succeeded and failed. Finally, the class will discuss ways that Catholics can learn from and build upon what has been done in the past to advance the goals of Biblical interpretation in the Church.

This course includes written lectures and online discussion.

SCRPT 520 Pentateuch

3 credit course

This course will approach the first five books of the Bible, known as the Pentateuch from the perspective of the ancient Hebrews. Students will learn to appreciate the imagery that the Hebrews used from creation and the material world to describe spiritual experience and supernatural realities. Specifically, students will gain understanding of two currents of thought that bring unity to the first five books of the Bible as well as the entire Bible. The first will be creation theology where the idea of sacred space is prominent with the imagery of creation as temple, and the second is that of covenant.

SCRPT 530 Introduction to Scripture and Salvation History

3 credit course

This 8-week multimedia course will be a journey through the Bible as the Catholic Church's foundational narrative, beginning with the story of creation and the fall, through God's promise to Abraham, the covenant with Israel at Sinai and Deuteronomy and the eventual collapse of the Davidic Kingdom under the Deuteronomic covenant. The course will climax with the solution to the problems of the law in the Old Testament and the eventual fulfillment of God's promises through the person and work of Jesus Christ and his Church. Students will be introduced to critical interpretive issues and will be invited to wrestle with disputed questions as they learn various ways of making sense of the Bible as a unified and coherent story with profound implications for today.

SCRPT 540 Isaiah and the Prophets

3 credit course

This course provides an introduction to the Old Testament prophets with a special focus on the prophecy of Isaiah. It will begin with a brief study of Church teachings about reading the Bible generally, the Old Testament specifically, and the necessary beginning of all Catholic Biblical interpretation with the historical dimension of the inspired text. Thus, students will become thoroughly grounded in the rise, division, decline, narrow survival, eventual destruction, and God's promised restoration of the Davidic monarchy as well as the inextricable relationship between history and Biblical prophecy.

The beginning period of the course will also include an introduction to reading Hebrew poetry in translation and the importance of literary genre in Biblical interpretation. In the second part of the course, the actual text of Isaiah will be studied. Since the book of Isaiah's historical span is awesome and its text has profound relationships to other Biblical prophets, students will work through the entire book while noting parallel ideas in other prophets as well. Furthermore, because Isaiah's prophetic words are rightly famous, students will also study the ways in which the book of Isaiah has profoundly influenced the New Testament as well as the later Church.

Students who complete this course should be able to:

identify the salient points of the history of the Davidic monarchy from the time of David to the Babylonian exile and the relevance of history for understanding and interpreting the prophets;

explain the phenomenon of prophecy in Israel and what made this phenomenon unique in the ancient world;

understand the great challenges and great benefits that go with reading Israel's prophets as Christian scripture;

identify the main characteristics of Hebrew poetry, its difference from prose and the importance of literary genre in Biblical interpretation;

give an overview of the careers of Israel's major prophets as well as selected members of the so-called minor prophets;

grasp the details of the life and times of Isaiah the prophet and their relationship to the book of Isaiah;

gain an appreciation of theological themes in the book of Isaiah and the influence of these themes on the expectations of the New Testament authors; and gain an appreciation of how the book of Isaiah has influenced the Church down through the centuries.

This course includes written lectures, audio and video supplements, and online discussion.

Please note: To play the video files all students must have media player software such as QuickTime Player, or else have an MP4 player such as an iPod.

It is highly recommended that students have a high-speed Internet connection to allow for downloading the large video files used in this course.

SCRPT 570 Letter to the Romans

3 credit course

Romans is the Bible's most influential book in Church history but also the most controversial and difficult of St. Paul's letters. Many central Christian doctrines are found here such as original sin, grace, election and predestination. But above all, the letter is St. Paul's theological masterpiece, since he there explains how God, in the gospel of Jesus Christ, has been completely faithful to all of his promises to Israel given in the Old Testament. In this exciting eight week online course, we will approach Romans, therefore, as Paul's interpretation and exposition of the story of the Jewish Bible, a story that has reached its climax in Jesus and the restored people of God.

SCRPT 571 The Gospel of St. John

3 credit course

This course on the Gospel of St. John is designed to help students gain a familiarity with the biblical text of the Fourth Gospel (in English). In particular, students will read and study the Gospel of St. John closely, examining its primary theological and literary characteristics. Important secondary materials will guide our study. In addition to employing the best of modern critical interpretation, the Gospel of St. John will be read here within the framework of the Church's living Tradition. Students who complete this course should be able to demonstrate a good understanding of the Fourth Gospel's major theological themes, symbols, and literary techniques.

This course includes written lectures and online discussion.

SCRPT 662 The Synoptic Gospels

3 credit course

The Synoptic Gospels course offers an in-depth study on the three gospels that present the life, Passion, death, and Resurrection of Jesus similarly ~ Matthew, Mark, and Luke. The course also explores the differences in these three gospels.

This course includes written lectures, audio lectures, and online discussions.

SPIR 501 Applied Catholic Spirituality

3 credit course

Applied Catholic Spirituality introduces the student to the classical "three ways,"or stages of the spiritual life, and the practical skills by which one may embark on the Catholic spiritual life. Beginning with the teachings of Christ as recorded in the Gospels, this course also offers contemporary insight into the experience of personal conversion from the magisterial teaching of St John Paul II. Following the framework of the *Catechism of the Catholic Church*, the lessons of this course offer a testimony to the rich variety of Christian practices, illustrated in the lives and teachings of the outstanding masters of the spiritual life. Students who complete this course should be able to describe the unique contributions of these masters and identify the common threads that constitute the authentic tradition of Catholic doctrine and life.

This course includes written lectures, videos and online discussion.

THEO 503 The Catholic Theological Tradition

3 credit course

This course introduces the student to the history of Christian theology as *fides quaerens intellectum* ("faith seeking [deeper] understanding"). Our method will be to survey Christian theology as it developed historically from the end of the New Testament times to the Second Vatican Council. As we examine several of the key issues that were debated in each epoch, we shall meet some of history's most famous [and infamous!] theologians and come to understand their sometimes contradictory, sometimes complementary, ways of thinking about the things of God. Throughout our survey, special attention will be given to:

the development of a chronological framework which will give order and coherence to all the theological knowledge you acquire in the future.

the problem of "development of doctrine": how can we say that the faith of the Catholic Church today is the same as the faith of the New Testament Church if certain Catholic practices and beliefs seem not to be explicitly found in the Bible?

special critical moments in the history of theology, such as the period of the early Church Fathers, the Protestant and Catholic Reformation, and the theological revival leading up to the Second Vatican Council.

This course contains illustrated written lectures, audio lectures, and online discussion.

THEO 510 Revelation and Faith: Fundamental Theology

3 credit course

There are some foundational issues that are necessary for the study of systematic theology. The course begins by examining the nature and method of systematic theology and the sources of Divine Revelation. The topics covered in the course include God, his existence and attributes, the relation between faith and reason, biblical inspiration and interpretation, the development of Christian doctrine, and authority in the Church.

This course includes written lectures, audio lectures, and online discussions.

THEO 551 Theology of the Sacraments

3 credit course

This course is designed to introduce the student to the study of the sacraments in the context of the worshipping Church. The course will begin by setting forth a notion of the worshipping community. This will form the basis of a systematic approach to understanding the sacraments and issues related to the study of the sacraments. There will also be an analysis of each of the sacraments and their significance for the life of the faith in the community. At the end of this course, the student should be able to describe fundamental issues related to the study of the sacraments, analyze key theological issues surrounding the sacraments, and articulate the relationship of the sacraments to Roman Catholic understanding of the faith. In addition, the student should be able to describe an integrative sacramental theory and an understanding of the significance of each sacrament as understood in the Roman Catholic tradition.

This course includes narrated power point presentation, audio transcriptions, and online discussions.

THEO 560 Fundamental Moral Theology

3 credit course

In this course moral theology comes alive and grows in the hearts and minds of people and transforms the way in which people make sense of life; the way using Jesus, crucified and risen, and his sense of life (the Beatitudes). With the help of readings by moral theologian Fr. Servais Pinckaers and others, students should be able to understand the foundations (the Triune God's creating, redeeming, and sanctifying activities) and components (conscience, character, and prudence) of moral theology and how they come together in a person's repentance and continuing conversion.

This course includes written lectures and online discussion.

THEO 584 The Modern Crisis of Values and the Catholic Mind

3 credit course

This course revolves around two basic presuppositions: 1) Nihilism, a philosophical position asserting the negation of all value and meaning, is the pervading cultural ethos of the post-Christian modern world and how 2) Christianity in general, and Catholicism in particular, offer the only viable alternative to the nihilistic culture of death so present today. The current cultural crisis of nihilism is complicated and multi-faceted. For this reason, this course draws upon several disciplines, including philosophy, literature, and theology to analyze the roots and consequences of nihilism and the Catholic response to it.

The course will proceed in three general movements. First, students will study Friedrich Nietzsche, the famous German philosopher, to gain a clear understanding of what nihilism means as a philosophical position impacting culture. Selections from The Basic Writings of Nietzsche and Thus Spoke Zarathustra will be studied. Second, course participants will read several modern literary works that dramatically exemplify the horrific cultural consequences of nihilism, including Crime & Punishment by Fyodor Dostoevsky and several short works by the American Catholic writer Flannery O'Connor. Third, this course will focus on the Magisterium of the Church by reviewing key sections of the encyclicals Gaudium et Spes and Fides et Ratio to appreciate how the Church offers modern men and women a hopeful response to the spiritual disease of nihilism.

This course includes written lectures and online discussion.

THEO 617 Father Spitzer's Evidence for God

3 credit course

Prepared by Fr. Spitzer S.J., this course is based on his new book New Proofs for the Existence of God, which examines scientific data in the light of philosophical analysis specifically into the nature of proof itself. This cutting edge course makes a strong argu-

ment for the plausibility of theism. Robert Jastrow, the former director of Goddard Institute of Space Studies, said: "[the scientist who has lived by his faith in the power of reason] has scaled the mountains of ignorance; he is about to conquer the highest peak; as he pulls himself over the final rock, he is greeted by a band of theologians who have been sitting there for centuries." This analysis adds new meaning to life, to our understanding of transcendence and destiny. Come and join us in the journey.

This course contains video lectures with audio, written lecture materials, power points, and online discussion.

THEO 631 Introduction to Christology

3 credit course

This course provides an introduction to Catholic theology of Jesus Christ. Upon completion of this course, you will have probed the biblical witness to the mystery of Jesus; read important selections from the history of Christology, including those from the great councils of the first centuries of the Church; and examined contemporary systematic questions. Introduction to Christology will provide a catechetical overview of the Church's teaching on Christ, as well as an opportunity to engage in mature theological inquiry concerning this great mystery of the Faith.

This course includes written lectures and online discussion.

THEO 640 Presenting the Faith in the Modern World: Dealing with the Hard Questions

3 credit course

Presenting the Faith in the Modern World: Dealing with the Hard Questions introduces the student to the more fraught and challenging applications of Catholic teaching to real life situations in contemporary Western society. The course is designed to prepare students for real engagement with both contemporary secular and religious views at odds with Catholicism. The course will equip those who hold teaching (or other public positions) with practical guidance on how to dialogue pastorally and constructively with persons who hold contrary viewpoints.

THEO 641 Theology of the Church

3 credit course

This course describes how the Church is part of God's plan of salvation. The course analyzes the structure of the Church. This leads into a comprehension of the way that the Church is at the service of mankind. The last part of the course covers the way in which the Church is a pilgrim upon this earth gathering mankind in to the heavenly banquet in the New Jerusalem. The person who completes this course will better understand the Church and so will be able to see more clearly the role of the Church in their life, in the life of their family, and in society at large. Introduction to Christology, THEO 631, is a prerequisite for this course.

This course includes narrated power point presentation, audio transcriptions, and online discussions.

Please note: Because this course uses audio and flash technology, it is highly recommended that students have a high-speed internet connection and a flash player such as Adobe Flash or the Safari flash plug-in (MAC). Most will find that they already have flash. Otherwise, it is freely available on the web at http://get.adobe.com/flashplayer/. Download assistance is available.

Alternatively, a written transcription of each lesson is provided online in the course room.

THEO 682 Forming a Catholic World View: Catholic Social Teachings

3 credit course

This survey course will introduce the basic principles of Catholic Social Teaching, which have been called the Church's "best kept secret." This course will help students to identify and explain the seven themes of Catholic Social Teaching; trace the history of Catholic social thought, especially the key Church documents and papal encyclicals from Pope Leo XIII's Rerum Novarum in 1891 to Pope Francis' Laudato Si' in 2015; understand the theological foundations for Catholic Social Teaching in Scripture and Tradition; and develop an ability to apply these teachings to specific situations and issues, including immigration, war and peace, economics, and the dignity of the human person from conception to natural death.

THEO 697 Thesis Direction

3 credit course

The graduate thesis is a culminating project that incorporates scholarly research on a topic studied or referenced within the CDU MA (Theology) graduate program coursework. Upon completing the thesis, the student should be able to accurately and thoroughly develop a thesis, citing approved primary and secondary sources. This thesis should be between 30 and 50 pages (7500-1250 words), plus bibliography. Upon registering for the graduate thesis, students will submit a topic with initial bibliography for approval to the academic dean. The dean will then assign a thesis advisor, who will guide and review a formal thesis outline and bibliography, a fully developed draft, and the final thesis. All work must be adhere formats and conventions as described in Kate Turabian's A Manual for Writers, 8th or 9th Editions. Three credits are awarded once the thesis director and dean approve the thesis. All student work must be completed within the 15-week term in which s(he) registers.

Prior to writing the MA thesis, if the student is proposing a project involving research on human subjects, the student must submit the project for review by the institutional review board before implementation. CDU has a memo of understanding with APUS that CDU will submit for IRB review each proposal, including any surveys, instruments, and other tools, that will be used for specific research on human subjects under the requirements of the U.S. Department of Health and Human Services (HHS) regulations at 45 C.F.R. Part 46.

Undergraduate Courses

BIO 150 Nutrition

3 credit course

This course is designed as a study of the scientific principles of nutrition. These nutrition principles apply to individuals and groups with application to meeting the nutritional needs throughout the life span from infancy through adulthood. Topics include learning about one's own dietary habits, digestion, metabolism, and menu planning to achieve specific nutrition goals.

Upon completion of this course the student will:

Demonstrate an understanding of nutrition concepts throughout the life cycle.

Demonstrate an understanding of the relationship between diet and health.

Identify appropriate food selections to meet the recommendations of health agencies.

Critically read and evaluate research articles and media nutrition information.

Compare different food items based on nutrition labels.

Plan meals and describe issues for the nutritional needs of designated individuals/groups.

This course accesses online interactive software, power point presentations, written lecture notes, and online discussions.

CHIST 314 Church History I: Early Christians to Middle Ages

3 credit course

Church History: From the Early Christians to the Middle Ages is the first of two undergraduate survey courses covering the whole of Catholic history. This first course examines the central themes and events in the life of the Church from the days of the Apostles to the end of the Middle Ages. Students will study the great events of the Church's past, the development of Christian thought and belief, and the immense contributions of popes, saints, theologians, and common Christians to the progress of the Faith through the ages. Those who complete this course should be able to describe the key issues and topics related to the development of the Christian Church from the time of Christ to the end of the Middle Ages; explain the patterns of Church life from Pentecost to the start of the Renaissance and have a familiarity with the most important leaders, events, and writings; and build on the course foundation to delve deeper into Church history and to pursue other courses on specific topics related to the broader tapestry of Early and Medieval Christianity.

This course includes written lectures and online discussion.

CHIST 324 Church History II: Renaissance to Modern Church

3 credit course

Church History II is the second of two undergraduate survey courses covering the whole of Catholic history. The first course examined the central themes in the life of the Church from the days of the Apostles to the end of the Middle Ages. In this course, students will study the great events of Church history from the Renaissance, through the Protestant and Catholic Reformations and the Enlightenment and era of revolutions, to the tumultuous 20th century. We will meet extraordinary saints, popes, theologians, artists, and writers who have all helped to guide the progress of the Church across the globe.

This course includes written lectures and online discussion.

CHIST 344 History of the Catholic Church in America

3 credit course

This course addresses the history of the Catholic Church in North America from the arrival of Christopher Columbus in 1492 to the present time. Students will be presented with a survey of the foundations of the Catholic faith in North America, the progress of the Faith in the 19th century, including the era of immigration, urbanization, and the Civil War, and the life of Catholicism in the modern era. Focus will also include the work of the Baltimore councils, the activities of the Church during the Great Depression and the two World Wars, the election of John F. Kennedy, the impact of the Second Vatican Council (1962-65), and possible keys areas of concern for the Church in the 21st century and beyond.

This course includes written lectures, audio lectures, and online discussion.

ECON 105 Elements of Economics

3 credit course

This course will focus on economic definitions, concepts, and principles. There will be an overview of concepts such as: markets, supply and demand, opportunity cost, market structures, governmental economic influence, the monetary system, and the role of the Catholic Church in economics.

This course accesses online interactive software, written lecture notes, and online discussions.

ENG 105 Introduction to Composition for Theology

3 credit course

This course provides an overview of the different types of academic essays and gives specific, guided instructions on how to develop essays and term papers for CDU courses. The course also includes an overview of theological terms, along with tips on applying these terms in online discussions and written work. Assisted by the CDU librarian, students will learn how to access scholarly works and will also differentiate between plagiarism and correctly cited sources within an academic essay. Students will complete five graded essays. With the help of supplemental materials, students will also be expected to pass, to an 80% level of competency, a diagnostic grammar and usage quiz.

GREEK 101 Biblical Greek I

3 credit course

This course is an introduction to the Greek language as it appears in the texts of both the Old and New Testaments. While emphasis will be on the basic morphology of nouns and verbs

and most frequently used words in Biblical Greek, the students will also learn all the basic pronouns and prepositions, the three noun declensions, all the tenses in which finite Greek verbs appear, many of the basic rules of Greek syntax, and, finally, the commonly used Greek participle.

This course includes written lectures, audio pronunciation lessons, and online discussions.

GREEK 201 Biblical Greek II

3 credit course

This course builds upon the foundation of Biblical Greek I. Students will receive reinforcement of basic Greek grammar and morphology learned in the first course. The practice of hearing and reciting paradigms and principal parts will be continued throughout this course.

This course includes written lectures, audio pronunciation lessons, and online discussions.

HUM 251 Ancient Civilization

3 credit course

Ancient Civilization is the first of three undergraduate survey courses addressing the whole of Western history. This first course examines the central themes in the development of Western Civilization from the rise of the major cultures in the Near East to the End of the Roman Empire and the start of the Middle Ages. Students will study the great civilizations of Mesopotamia, Ancient Egypt, Ancient Greece and Rome, the conversion of the Roman Empire, and the conversion of the West.

HUM 252 Christian Civilization

3 credit course

Christian Civilization is the second of two undergraduate survey courses covering the whole of Western and modern history. This second course examines the central themes in the development of Western Civilization from the flowering of the medieval epoch to the Renaissance and the Age of Discovery. Students will study the remarkable features of the High Middle Ages ~ an era justifiably termed the Age of Faith ~ to the start of the of the Renaissance, the shattering of Christian unity in the Protestant Reformation, and the time of the great explorations.

HUM 253 A Global Civilization

3 credit course

A Global Civilization is the third of three undergraduate survey courses covering the whole of Western history. This third course examines the central themes in the development of Western Civilization from the Enlightenment to the era of the war on terror and globalization in the 21st century. Students will study the emergence of Enlightenment and the Age of Absolutism to the French Revolution and Napoleon, the birth of the United States, the Industrial Revolution, the Great Depression and terrible world wars, the Cold War, and the modern era that has brought such momentous change.

HUM 328. Introduction to Comparative Religions: Judaism and Islam

3 credit course

This course offers an introduction to Judaism and Islam, creating a framework for understanding these religions and their relationship to Christianity. The study of Judaism and Islam enables the student to examine how people formed in a different tradition answer the great questions. It provides a frame of reference for speaking or studying about issues that are related to these religious traditions and an appreciation of their contribution to the world in which we live.

HUM 487 Sacred Architecture

3 credit course

This course is an introduction to Sacred Architecture, its relationship to the Liturgy, and its importance in communicating the heavenly realm on earth. Questions regarding the history of Church Architectural Form, the role of Beauty in communicating the Transcendent, and the evaluation of church buildings and their contribution to the physical experience of the Heavenly realm on Earth will be explored.

LATIN 101 Latin I

3 credit course

Each lesson in this Latin course consists of a lecture (comprised of both a written and an audio component), vocabulary, and assigned exercises from the textbook. Besides these requirements, the student is expected to memorize each paradigm as it is encountered. As new concepts are encountered, the lecture will provide detail not given in the textbook, as well as each concept's application to both English and Latin.

This course includes written lectures, audio pronunciation lessons, and online discussions.

LATIN 201 Latin II

3 credit course

The first eight lessons of this course consist of a lecture, vocabulary, and assigned exercises from the textbook. Besides these requirements, the student is expected to memorize each paradigm as they are encountered. As new concepts are encountered, the lecture will provide detail not given in the textbook, as well as each concept's application to both English and Latin.

This course includes written lectures, audio pronunciation lessons, and online discussions.

MATH 105 General Mathematics for Liberal Studies

3 credit course

This course is designed to enable students to more fully appreciate the truth of Galileo's claim that "Mathematics is the alphabet by which God has written the universe." In addition to stressing the beauty of math in the created order, the course

also establishes math's practical relevance in everyday living, even for those who do not work or intend to work in a scientific or technological field. This course is for students who need a mathematics course to satisfy the general education requirement in mathematics. The course will include an introduction to inductive and deductive reasoning, the nature of sets and their applications, the nature of logic and its practical uses, numeration systems old and new (their types and uses), the application of numbers in describing lengths and distances called measurement, algebra as the "universal arithmetic" and, finally proportions and shapes, commonly known as geometry.

PHIL 235 Elements of the Philosophy of the Human Person

3 credit course

This class is a philosophical exploration of human nature. We begin with Socrates, who helps us understand what philosophical inquiry is. Socrates also opens up the discussion of the meaning of and purpose of human existence. Through the thought of Aristotle and St. Thomas, we will address two fundamental questions: what is human nature, and what does it mean to be a human person? At the end of the class, we will consider several contemporary challenges to the perennial Catholic thought on human nature and personhood. Students who complete this course should be able to have a clear understanding of what philosophy is and how the Catholic intellectual tradition has come to understand human nature and personhood.

PHIL 305 Introduction to Plato and Aristotle

3 credit course

This course will introduce students of theology to the manner in which Plato and Aristotle sought to understand human nature, the world, and God through philosophical inquiry. The focus will be upon the ideas and passages that were most influential in the development of Christian theology and on enabling students to read and discuss philosophical texts on their own. Topics will include the nature of love, whether the human soul survives bodily death, whether God created the universe, and what is the best way to live.

When you complete this course you will be able to read the works of Plato and Aristotle on your own, to engage in philosophical thinking and writing, and better understand the influence Greek philosophy had on the development of Christian theology.

This course includes written lectures, audio lectures, and online discussions.

RELED 432 General Catechetics for the New Evangelization

3 credit course

This course will provide a general overview of the nature of catechetics and the principles and methods that should govern the art of good catechesis. Students in this course will reflect upon the ways that catechetical instruction should be directed towards an intimate relationship with Jesus Christ (CT 5, 20). Using key catechetical documents and resources, this course will explore the nature, mission, and purpose of catechesis, with emphasis on biblical catechesis, development of doctrinal lesson planning, and the principles and methods that the Church has encouraged for a variety of catechetical roles. Those who successfully complete General Catechetics for the New Evangelization should be able to effectively re-echo the teachings of Jesus Christ and his Church.

This course includes written lectures and online discussion.

SCRPT 303 Survey of the Old Testament

3 credit course

This course will present the basic outline of the Old Testament and trace the progress of salvation history through the main events that it presents. The student will be able to explain the theology that emerges from the Biblical revelation, the main Semitic concepts that are employed, and the central characters and events of the text.

This course includes written lectures and online discussion.

SCRPT 306 Survey of the New Testament with the CCC

3 credit course

This course will carry out a detailed analysis of the content and the theological meaning of the primary texts of the Church — i.e., the New Testament. The New Testament is the record of the definitive historical intervention of God in human history and the subsequent continuation of this incarnation by means of the Church.

This course will have four major emphases. The first area of study will examine the historical record of Jesus' life through the three Synoptic Gospels, which will be supplemented by the theological analysis provided by the Gospel of John. The second area will be a study of the life of the early Church (Acts of the Apostles), which will examine the structures and self-understanding of the early Church as well as its fundamental grasp of the nature and work of Christ. The third area of study will be an examination of the epistles, especially their contribution to the development of Christology, soteriology, and ecclesiology. The final area will be on the apocalyptic book, Revelation, and its meaning for the Church. Through this course, the student will become familiar with the texts and theology of the New Testament, basic interpretations of key Biblical ideas, and their interrelationship.

This course includes written lectures and online discussion.

SCRPT 310 Reading Scripture Theologically

3 credit course

What is the key to understanding Scripture? What is the relationship between Scripture and Tradition? Where does the historical-critical approach fit into a faithful Catholic interpretation of the Bible? This course is an introduction to a theological approach to reading Scripture that seeks to answer these questions. This course will approach Scripture as the inspired Word of God, paying particular attention to the unity of the whole story of salvation, which was revealed for the sake of drawing us into a loving relationship with God and neighbor. Students will be guided by great Patristic and Medieval Saint-theologians, as well as the contemporary scholars who follow them. Upon successful completion of the course, students acquire the basic tools for interpreting the Bible from the heart of the Church.

This course includes written lectures, audio lectures, and online discussions.

SCRPT 330 Introduction to Scripture and Salvation History

3 credit course

This 8-week multimedia course will be a journey through the Bible as the Catholic Church's foundational narrative, beginning with the story of creation and the fall, through God's promise to Abraham, the covenant with Israel at Sinai and Deuteronomy and the eventual collapse of the Davidic Kingdom under the Deuteronomic covenant. The course will climax with the solution to the problems of the law in the Old Testament and the eventual fulfillment of God's promises through the person and work of Jesus Christ and his Church. Students will be introduced to critical interpretive issues and will be invited to wrestle with disputed questions as they learn various ways of making sense of the Bible as a unified and coherent story with profound implications for today.

SCRPT 370 Letter to the Romans

3 credit course

Romans is the Bible's most influential book in Church history but also the most controversial and difficult of St. Paul's letters. Many central Christian doctrines are found here such as original sin, grace, election and predestination. But above all, the letter is St. Paul's theological masterpiece, since he there explains how God, in the gospel of Jesus Christ, has been completely faithful to all of his promises to Israel given in the Old Testament. In this exciting eight week online course, we will approach Romans, therefore, as Paul's interpretation and exposition of the story of the Jewish Bible, a story that has reached its climax in Jesus and the restored people of God.

SCRPT 371 The Gospel of St. John

This course on the Gospel of St. John is designed to help students gain a familiarity with the biblical text of the Fourth Gospel (in English). In particular, students will read and study the Gospel of St. John closely, examining its primary theological and literary characteristics. Important secondary materials will guide our study. In addition to employing the best of modern critical interpretation, the Gospel of St. John will be read here within the framework of the Church's living Tradition. Students who complete this course should be able to demonstrate a good understanding of the Fourth Gospel's major theological themes, symbols, and literary techniques. This course includes written lectures and online discussion.

This course includes written lectures and online discussions.

SPIR 301 Applied Catholic Spirituality

3 credit course

Applied Catholic Spirituality introduces the student to the classical "three ways,"or stages of the spiritual life, and the practical skills by which one may embark on the Catholic spiritual life. Beginning with the teachings of Christ as recorded in the Gospels, this course also offers contemporary insight into the experience of personal conversion from the magisterial teaching of St John Paul II. Following the framework of the Catechism of the Catholic Church, the lessons of this course offer a testimony to the rich variety of Christian practices, illustrated in the lives and teachings of the outstanding masters of the spiritual life. Students who complete this course should be able to describe the unique contributions of these masters and identify the common threads that constitute the authentic tradition of Catholic doctrine and life.

This course includes written lectures, videos, and online discussion.

THEO 101 *Catechism of the Catholic Church*, Part I

3 credit course (AA only)

Catechism of the Catholic Church, Part I presents an organic synthesis of the essential content of Catholic doctrine as presented in the first two pillars of The Catechism of the Catholic Church. This course provides an overview of the content of the Profession of Faith and the Celebration of the Christian Mystery while at the same time giving students the essentials needed to present Catholic teaching using accurate language and appropriate documentation. Students who complete this course should be able to explain the Catholic Faith as it is proclaimed in the Creed and celebrated in the Church's Liturgy.

This course includes written lectures and online discussion.

THEO 102 *Catechism of the Catholic Church*, Part II

3 credit course (AA only)

The Catechism of the Catholic Church, Part II presents an organic synthesis of the essential content of Catholic doctrine as presented in the third and fourth pillars: Life in Christ; and Christian Prayer. This course then focuses on using the Catechism of the Catholic Church to transmit what the Church teaches regarding morality and prayer using accurate language and appropriate documentation. Students who complete both courses: CCC, Part I and CCC, Part II, should

be so familiar with the Catechism and its significance for catechesis and spirituality that they are able to integrate it into every aspect of their life and work.

This course includes written lectures and online discussion.

THEO 103 The Moral Life: Living the Virtues

3 credit course

This undergraduate course introduces students to the morality and virtue-based Christian Ethics. Through an exploration of the life of the virtues found in the writings of St. Thomas Aquinas and the Catechism of the Catholic Church, students will examine moral actions and the virtuous life. This course will help students to understand happiness as the goal of every person and how moral and virtuous actions lead to true happiness.

This course includes written lectures and online discussion.

THEO 304 Foundations of Catholicism

3 credit course

Foundations of Catholicism introduces the student to the teaching of the Catholic Church as it is rooted in Scripture and Tradition and faithfully proclaimed by the Church's Magisterium (teaching office). Besides a thorough introduction to Catholic doctrine, the course will also include some discussion of Church history, major figures and institutions, Marian devotion, Catholic life and theology. Foundations of Catholicism will have a strong relational component as students will be encouraged will be grounded in the Person and work of Jesus Christ.

This course includes written lectures and online discussion.

THEO 313 God, Man, and the Universe

3 credit course

An introduction to Fundamental Theology, this course examines the fundamental teachings of the Catholic Church as contained in the First Article of the Apostles' Creed — God the Creator, original sin, and the fall of man. Lessons include an introduction to the theology of Revelation, the relationship between Scripture and Tradition, the theory of the development of doctrine, the theology of the Trinity, Divine Providence, the Angels, Satan, forms of atheism, the origin and fall of man, and the dignity of the human person.

This course includes written lectures and online discussion.

THEO 332 Jesus Christ: God, Man and Savior

3 credit course

An introduction to Fundamental Theology, this course examines the fundamental teachings of the Catholic Church as contained in the First Article of the Apostles' Creed — God the Creator, original sin, and the fall of man. Lessons include an introduction to the theology of Revelation, the relationship between Scripture and Tradition, the theory of the development of doctrine, the theology of the Trinity, Divine ProThis course examines the fundamentals of Christology as found in the Second Article of the Apostles' Creed — Jesus Christ. Students will be able to readily describe the scriptural foundations of Christology and be able to explain the doctrinal and historical developments of the theology of the natures and Person of Jesus Christ in the hypostatic union, trace Mary's role in salvation history, and explain the grace of the Holy Spirit as an application of Christ's redemptive work. The course offers students insights on how to apply the reflections of this course to their own individual spiritual lives.

THEO 343 Vatican II: The Church and Her Liturgy

3 credit course

This course was formerly THEO 342. The Second Vatican Council (1962-1965) was the major event in the Church in the twentieth century. It is also perhaps the most misunderstood event. There were four Constitutions, which are the highest ranking documents issued by a Council: two on the Church, one on divine Revelation, and one on the Sacred Liturgy. This course will focus the Second Vatican Council's documents on the topics of the Church (ecclesiology) and Her liturgy. Specifically, this course will deal with two documents that deal with the Church a *Lumen Gentium* and *Gaudium et Spes* and one that deals with liturgy, *Sacrosantum Concilium*.

Lumen Gentium is a dogmatic Constitution, focusing on the theology of Church, or ecclesiology. That is, what the Church is and the way the Church works including the people of God, hierarchy, laity, and religious. *Gaudium et Spes* is a pastoral Constitution; it focuses on pastoral matters and discusses the way in which the Church carries the mission of Christ to the world. Students who complete this part of the course should be able to better understand one's role in the Church and be able to exercise the mission given to all by reason of one's Baptism.

Sacrosanctum Concilium, the Constitution on the Sacred Liturgy explains what the Church's liturgy is and how a person participates in it. Upon completion of this part of the course, students will have a understanding of the Church's teaching on liturgy and how it is being implemented today.

THEO 353 Sacraments: Masterworks of God

3 credit course

This course studies the sacraments within the context of liturgical celebration. It further explores the scriptural and doctrinal foundations of the theology of the sacraments. The course adopts a dynamic and comprehensive approach to the study of the sacraments. It presents the sacraments as dynamic realities, the richness of which is conveyed through the process of ritualization, symbolic expression, language, and pastoral sensitivity. Fundamental to the study of the sacraments, therefore, is the understanding of the concepts of sacramentality, ritual, symbol, sign, and language, and the vital relationship between the law of prayer (lex orandi) and the law of belief (lex credendi). Each sacrament will be studied within the wider context of the Paschal

Mystery. Because the seven sacraments are sacraments of faith, they aim at providing a transforming encounter with the Risen Christ. In light of this, the course will exam the meaning and pastoral implication of the conciliar teaching on full, active, and conscious participation in the liturgy.

This course includes narrated power point presentation, audio transcriptions, and online discussions.

THEO 418 Introduction to St. Thomas Aquinas

3 credit course

This course is a basic introduction to the thought of Saint Thomas Aquinas. By looking at the backgrounds of some of the concepts that he uses along with selected articles from the Summa Theologica, his most well-known work, the student will be able to glimpse how Aquinas developed the explanations and arguments in his thought. The course includes biographical material as well as the historical material that will help make the early medieval period more comprehensible. The lion's share of the course, however, will be spent studying articles from the Summa on God, Man, Jesus Christ, and the Sacraments. In each case, we will look at St. Thomas' way of thinking through a problem in a logical way. The object of the exercise is to watch a good theologian at work and to thereby learn something about the theological method.

This course includes narrated power point presentation, audio transcriptions, and online discussions.

THEO 468. Principles of Moral Theology

3 credit course

Beginning with man's desire for happiness in God, this course will study the motives that drive one's actions, the habits that form them, and the norms that guide them. Considering the sources of morality, students will gain an understanding of what defines a good or evil action. The course will explore man's capacity and culpability for sin, as well as the generous gift of grace received from God. Students will contemplate how they each of these elements cooperate toward their final end, and seek to apply this knowledge into Christian living.

For course descriptions for Noncredit Courses visit https://cdu.catalog.instructure.com/.

This course includes lectures and online discussion.

Ex corde ecclesiae
From the heart of the Church
Gaudium de Ve
EST. 19

Course List

Graduate Courses

CHIST 514. Church History I: Early Christians to the Middle Ages
CHIST 524. Church History II: Renaissance to Modern Church
CHIST 544. History of the Catholic Church in America
GREEK 501. Biblical Greek I
GREEK 502. Biblical Greek II
HUM 687. Sacred Architecture
LATIN 501. Latin I
LATIN 502. Latin II
PHIL 508. Philosophy for Theology
PHIL 534. Philosophy of the Human Person
PHIL 648. Phenomenology: Truth of the World
RELED 560. Principles of Catholic Education
RELED 671. Leadership for Catholic Adult Faith Formation
SCRPT 515. Biblical Foundations
SCRPT 520. Pentateuch
SCRPT 530. Introduction to Scripture and Salvation History
SCRPT 540. Isaiah and the Prophets
SCRPT 570. Letter to the Romans
SCRPT 571. The Gospel of St. John
SCRPT 662. The Synoptic Gospels
SPIR 501. Applied Catholic Spirituality
THEO 503. The Catholic Theological Tradition
THEO 510. Revelation and Faith: Fundamental Theology
THEO 551. Theology of the Sacraments
THEO 560. Fundamental Moral Theology
THEO 584. The Modern Crisis of Values and the Catholic Mind
THEO 617. The Evidence for God from Contemporary Physics and Philosophy
THEO 631. Introduction to Christology
THEO 640. Presenting the Faith in the Modern World: Dealing with the Hard Questions
THEO 641. Theology of the Church
THEO 682 Forming a Catholic World View: Catholic Social Teachings
THEO 697. Thesis Direction

Undergraduate Courses

BIO 150. Nutrition
CHIST 314. Church History I: Early Christians to Middle Ages
CHIST 324. Church History II: Renaissance to Modern Church
CHIST 344. History of the Catholic Church in America
ECON 105. Elements of Economics
ENG 105. Introduction to Composition for Theology
GREEK 101. Biblical Greek
GREEK 201. Biblical Greek II
HUM 251. Ancient Civilization
HUM 252. Christian Civilization
HUM 253. A Global Civilization
HUM 487. Sacred Architecture
LATIN 101. Latin I
LATIN 201. Latin II
PHIL 235. Elements of the Philosophy of the Human Person
PHIL 305. Introduction to Plato and Aristotle
RELED 432. General Catechetics for the New Evangelization
SCRPT 303. Survey of the Old Testament
SCRPT 306. Survey of the New Testament with the CCC
SCRPT 310. Reading Scripture Theologically
SCRPT 330. Introduction to Scripture and Salvation History
SCRPT 370. Letter to the Romans
SCRPT 371. The Gospel of St. John
SPIR 301. Applied Catholic Spirituality
THEO 101. Catechism of the Catholic Church, Part I
THEO 102. Catechism of the Catholic Church, Part II
THEO 103. The Moral Life: Living the Virtues
THEO 304. Foundations of Catholicism
THEO 313. God, Man and the Universe
THEO 332. Jesus Christ: God, Man and Savior
THEO 343. Vatican II: The Church and Her Liturgy
THEO 353. Sacraments: Masterworks of God
THEO 418. Introduction to St. Thomas Aquinas
THEO 468. Principles of Moral Theology

Noncredit Courses

For a complete list and course descriptions, visit https://cdu.catalog.instructure.com/.

For the most up-to-date course list, please visit the website at www.cdu.edu

Online Seminars

CDU offers a large variety of online seminars throughout the year. Please visit the website for a current list of seminars being offered.

Faculty

Administration

Peter Brown, PhD
Academic Dean

BA (Mathematics) Yale University, New Haven, CT; MA (Theology), Franciscan University of Steubenville, Steubenville, OH; PhD (Biblical Studies) The Catholic University of America, Washington, DC;

Kathy Vestermark, MA
Director of Student Life and Retention

BS (General Studies) Lock Haven University of Pennsylvania, Lockhaven, PA; Diploma (with Honors) Defense Language Institute; Catechetical Diploma Catholic Distance University, Hamilton, VA; MA (Theology) Catholic Distance University, Hamilton, VA;

Sr. Rebecca Abel, OSB
Librarian

BS (Chemistry)from St. Benedict College, St. Paul, MN
MLS (Masters in Library Science) from Ball State University, Muncie, IN

Full-Time Faculty

Matthew E. Bunson, DMin, PhD
Faculty Liaison

BA (History) Edison State College, Trenton, NJ; MA (Pastoral Theology) St. Joseph's College, Standish, ME; MDiv (Theology/ Church History) Sydney College of Divinity, Sydney Australia; DMin (Pastoral Theology), Graduate Theological Foundation, South Bend, IN; PhD (Church History) Graduate Theological Foundation, South Bend, IN; Graduate studies, Franciscan University Steubenville, OH.
Area of Teaching Specialization: History, Church History
Course Level: Undergraduate and Graduate
Courses Taught: Church History I, II (undergrad); Church History I, II (graduate); Western Civilization I, II; History of the Catholic Church in America; Great Controversies in Church History; Catholic Social Teaching

Rev. Bevil Bramwell, OMI, PhD

UEd. and BSc University of Natal, South Africa; STB Gregorian University, Rome; STL Weston Jesuit School of Theology, Cambridge, MA; PhD (Systematic Theology) Boston College, Chestnut Hills, MA;
Area of Teaching Specialization: Theology
Course Level: Undergraduate and Graduate
Courses Taught: Theology of the Church; Christology; Sacraments; Phenomenology: Truth of the World.

Full-Time Faculty cont.

Peter Brown, PhD

BA (Mathematics) Yale University, New Haven, CT; MA (Theology), Franciscan University of Steubenville, Steubenville, OH; PhD (Biblical Studies) The Catholic University of America, Washington, DC;
Academic Dean
Area of Teaching Specialization: Sacred Scripture, Biblical Languages
Course Level: Undergraduate and Graduate
Courses Taught: Letter to the Romans; Gospel of John; Isaiah and the Prophets; Biblical Foundations; Biblical Greek I; Biblical Greek II

Marcellino D'Ambrosio, PhD

MA Catholic University of America, Washington, DC; PhD (Historical Theology), Catholic University of America, Washington, DC
Area of Teaching Specialization: Theology
Course Level: Graduate
Courses Taught: Light of Faith

Christopher M. Padgett, MA

BA (English) University of Southern Florida, Tampa, FL; MA (Theology) Franciscan University of Steubenville, Steubenville, OH;
Area of Teaching Specialty: Theology;
Course Level: Undergraduate
Courses Taught: Foundations of Catholicism; God, Man and the Universe; Jesus Christ: God, Man and Savior

Christine Wood, PhD

BS (Agriculture) University of Sydney, Sydney, Australia; MA (Theology) Franciscan University of Steubenville, Steubenville, OH; PhD (Theology) Marquette University, Milwaukee, WI;
Area of Teaching Specialization: Theology
Course Level: Undergraduate and Graduate
Courses Taught: The Four Constitutions of Vatican II; Reading Scripture Theologically; Introduction to Aquinas

Part-time Faculty

Deacon Frederick Bartels

Catechetical Diploma, Catholic Distance University, Charles Town, WV; BA (Theology) Catholic Distance University, Charles Town, WV; MA (Theology and Educational Ministry), Catholic Distance University, Charles Town, WV
Area of Teaching Specialization: Theology, Catechetics
Course Level: Undergraduate
Courses Taught: Jesus Christ: God, Man and Savior

David Bonagura, MS

BA (Classics and Philosophy) College of the Holy Cross, Worcester, MA; MA (Religious Studies) St. Joseph's Seminary, Yonkers, NY; MS (Adolescence Education) Molloy College, Rockville Centre, NY;
Area of Teaching Specialization: Theology
Course Level: Undergraduate
Courses Taught: Sacraments: Masterworks of God

Brooke Boriack, MA

BA (History) Thomas Edison State University, Trenton, NJ; MA (Cultural Apologetics, emphasis in Literary and Imaginative Apologetics), Houston Baptist University, Houston, TX
Area of Teaching Specialization: Apologetics, Literature
Course Level: Undergraduate
Courses Taught: Introduction to Literature for Theology

Steven Bozza, STD

MA (Moral Theology) St. Charles Seminary, Wynnewood, PA; STD (Bioethics) Pontifical Athenaeum Regina Apostolorum, Rome
Area of Teaching Specialization: Theology
Course Level: Graduate
Courses Taught: Fundamental Moral Theology

Carole Brown, PhD

BS (Education) Black Hills State University, Spearfish, SD; MA (Theology and Christian Ministry) Franciscan University of Steubenville, Steubenville, OH; PhD (Systematic Theology) Milltown Institute, Dublin, Ireland;
Area of Teaching Specialization: Catholic Spirituality
Course Level: Undergraduate and Graduate
Courses Taught: Spirituality; Theology of the Church

Julie Burkey, DMin

BA (Speech & Communications) University of Illinois, Springfield, IL; MA (Pastoral Ministry) Immaculate Conception Seminary School of Theology Seton Hall University, South Orange NJ; DMin The Catholic University of America Washington, DC;
Area of Teaching Specialization: Pastoral Ministry
Course Level: Graduate
Courses Taught: Principles of Ecclesial Service

Lori Dahlhoff, EdD

BA (Biology) minor in music, Southwest State University, Marshall, MN; MA (Pastoral Ministry) concentration in leadership, catechesis and liturgy, School of Theology and Seminary, St. John's University, Collegeville, MN; EdD and Certificate in Dispute Resolution, Hamline University, St. Paul, MN
Area of Teaching Specialization: Professional catechetical leadership, catechesis, and catechetical program administration.
Course Level: Graduate
Courses Taught: Principles of Catholic Education

Carol Daley, MA

BA (Mathematics) Gettysburg College, Gettysburg, PA; MA (Applied Mathematics/Operations Research), Columbia University, New York, NY
Area of Teaching Specialization: Mathematics
Course Level: Undergraduate
Courses Taught: General Mathematics for Liberal Studies

Marlon de la Torre, MA

BA (Theology), BS (Mental Health/Human Services) Franciscan University of Steubenville, Steubenville, OH; MA (Theology with a concentration in Catechetics) Franciscan University of Steubenville, Steubenville, OH; MA (Education Administration and Curriculum) University of St. Mary, Leavenworth, KS;
Area of Teaching Specialization: Religious Education, Catechetics
Course Level: Undergraduate
Courses Taught: General Catechetics for the New Evangelization

Joshua Hood, PhD Cand.

BA (Classics with a concentration in Latin Literature and a minor in Religious Studies), University of Alabama, Tuscaloosa, AL; MA, (Theology and Religious Studies) The Catholic University of America, Washington, DC; PhD (Candidate) The Catholic University of America, Washington, DC;
Area of Teaching Specialization: Latin
Course Level: Undergraduate and Graduate
Courses Taught: Latin I; Latin II

James C. Kruggel, PhD

MA (Theology) Franciscan University of Steubenville, Steubenville, Ohio; PhD (Historical and Systemic Theology) The Catholic University of America, Washington, DC
Area of Teaching Specialty: Theology
Course Level: Graduate
Courses Taught: Revelation and Faith; Evidence for God

Nathan LaMontagne, PhD

BS (Information Sciences and Technology- Minor – Classical Greek) Pennsylvania State University, State College, PA; MA (Theology-Roman Catholic) Duquesne University, Pittsburgh, PA; PhD (Biblical Studies) - The Catholic University of America, Washington, D.C.
Area of Teaching Specialization: Greek, Theology
Course Level: Undergraduate, Graduate
Courses Taught: Biblical Greek I and II

Curtis Mitch, MA

BA (Religious Studies) Indiana University of Pennsylvania, Indiana, PA; MA (Theology) Franciscan University of Steubenville, Steubenville, OH
Area of Teaching Specialization: Sacred Scripture
Course Level: Undergraduate and Graduate
Courses Taught: Survey New Testament; Letter to the Romans

Steven Najera, MA

BS (Food and Nutrition) University of Texas-Pan American, Edinburg, TX; MA (Theology) Catholic Distance University, Hamilton, VA;
Area of Teaching Specialization: Dietetics, Scripture
Course Level: Undergraduate
Courses Taught: Survey Old Testament; Survey New Testament; Nutrition

Marie Nuar, STD

BA (Classical Liberal Arts), Thomas Aquinas College, Santa Paula, CA; MA (Theology and Christian Ministry), Franciscan University of Steubenville, OH; Certification Arabic Language, Islamic Studies, and Interreligious Dialogue, Dar Comboni for Arabic Studies, Cairo, Egypt; License Arabic and Islamic Studies, Pontifical Institute for Arabic and Islamic Studies, Rome, Italy; STL (Missiology), Pontifical Gregorian University, Rome, Italy; MA (Jewish Studies), Pontifical Gregorian University, Rome, Italy; SThD (Ecumenism and Interreligious Dialogue), Pontifical University of St. Thomas, Rome, Italy
Area of Teaching Specialization: Humanities, Undergraduate Theology, World Religions
Course Level: Undergraduate
Courses Taught: The Four Constitutions of Vatican II, Introduction to Comparative Religions: Judaism and Islam

Dcn. James Pearce, PhD Cand.

MA (Theology) Catholic Distance University, Hamilton, VA; current work on PhD Moral Theology and Ethics at The Catholic University of America, Washington, DC;
Area of Teaching Specialization: Theology
Course Level: Undergraduate
Courses Taught: Ethics and Morality
Counseling/Pastoral Ministry

Charles H. Rieper, PhD

BA (Economics) University of South Dakota; MA (History) Ohio State University of South Dakota; PhD (History) Ohio State University of South Dakota
Area of Teaching Specialization: History
Course Level: Undergraduate
Courses Taught: Ancient Civilization, Christian Civilization, A Global Civilization

Elizabeth Shaw, PhD

PhD (Philosophy - Specialty - American Philosophy) The Catholic University of America, Washington DC;
Area of Teaching Specialization: Philosophy
Course Level: Undergraduate and Graduate
Courses Taught: Plato and Aristotle; Phenomenology

Steven Smith, PhD

PhD (New Testament) Loyola University of Chicago, Chicago, IL
Area of Teaching Specialization: Sacred Scripture
Course Level: Graduate
Courses Taught: Synoptic Gospels; Pauline Letters
Sarah Swaykus is a graduate of the University of Notre Dame.

Sarah Swaykus, MA

MA (Theological Studies), Franciscan University of Steubenville, OH; Post graduate studies (Historical Theology), St. Louis University
Area of Teaching Specialization: Scripture and Theology
Course Level: Undergraduate
Courses Taught: Jesus Christ: God, Man, and Savior

Alissa Thorell, MTS

BA (Theology and Catechetics) from Franciscan University of Steubenville, Steubenville, OH; MTS (Theology, Biotechnology and Ethics) Pontifical John Paul II Institute for Marriage and Family Studies at The Catholic University of America Washington, DC;
Area of Teaching Specialization: Theology
Course Level: Undergraduate
Courses Taught: Principles of Moral Theology; Introduction to Scripture and Salvation History

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Area of Teaching Specialization: Philosophy
Course Level: Undergraduate and Graduate
Courses Taught: Elements of the Philosophy of the Human Person; Philosophy of the Human Person; The Modern Crisis of Values and the Catholic Mind; Undergraduate Writing Skills; Undergraduate Research Skills

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Course Level: Undergraduate
Courses Taught: The Four Constitutions of Vatican II; *The Catechism of the Catholic Church* I; *The Catechism of the Catholic Church* II

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BS (Agricultural Economics) Texas Tech University, Lubbock, TX; MBA West Texas A&M, Canyon, TX; MA (Theology) Catholic Distance University, Hamilton, VA;
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Course Level: Undergraduate
Courses Taught: Elements of Economics

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Course Level: Undergraduate and Graduate
Courses Taught: The Pentateuch

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Course Level: Graduate

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