



2019-2020 Academic Catalog

11400 Concordia University Drive
Austin, Texas 78726

Remember to note the Undergraduate Catalog year of your degree plan.

Catalogs specify degree requirements, policies, and procedures that govern your graduation. It is important that you discuss your degree requirements with your advisor and that you know your catalog year and communicate that to him/her. Failure to comply with the rules of your catalog can result in taking classes that will not count toward your degree.

Students have seven (7) years from the time of matriculation to complete their degree before the degree plan expires. In general, catalog eligibility is based on your first semester enrolled at Concordia University Texas or the year in which you petition to change catalog years.

Concordia University Texas is accredited by the Southern Association of Colleges and Schools Commission on Colleges to award the associate, bachelor, and master degrees along with the Doctorate in Education (Ed.D). Contact the Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097 or call 404-679-4500 for questions about the accreditation of Concordia University Texas.

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A Letter from the President

Greetings!

Welcome to Concordia University Texas, where teaching and learning hold center court – and student success is the goal of what we do. There are many places for students to learn and receive degrees and diplomas. What makes Concordia different is that we have a purpose for that learning, a purpose which serves the neighbor and gives glory to God. As an institution of Lutheran higher education, we believe that everyone has a vocation and calling. How that vocation is lived out makes a difference in people's lives. Students at Concordia are challenged to think deeply; to engage fully; to dialogue thoughtfully; and to bring their whole selves to the learning process...and that can make all the difference in the world.

This catalog is one of the tools you need to successfully navigate the learning process at Concordia. It is the official document of the university which puts forth the requirements needed for graduation and provides the policies and guidelines in which we ensure quality and remain compliant with our regulatory bodies. If you have questions, please be sure to consult your advisors and others who can answer them and help you in your journey toward the completion of your degree.

One of the unique aspects of our University is that we work hard to know our students as individuals; you will find this to be true in our classrooms, in co-curricular activities, and even among our alumni. I hope that you will find this to be a place of care and concern and a place that helps you take your gifts and talents to the next level. May God bless your journey in this place, Concordia University Texas.

Christ's Peace,

Dr. Donald Christian
President
Concordia University Texas

Academic Degrees

Bachelor's Degrees

The purpose of the baccalaureate degree, as defined and implemented by CTX, is to prepare graduates for their future career and vocation (referring to those callings to work and serve by God given to Christians within the secular world) in keeping with our mission statement.

General Bachelor Degree Requirements

Each student seeking a Bachelor Degree from CTX must:

- Earn a minimum of 120 credit hours,
- Complete the Concordia Common Experience Curriculum,
- Complete a major or program that provides an appropriate baccalaureate emphasis,
- Complete a three credit-hour course, or the equivalent, that integrates the Christian elements of Concordia's mission,
- Complete 20% of total degree-required credit hours with upper-division coursework, which includes the minimum requirements within their chosen major or program
- Meet the following residency requirements through coursework offered by and registered through CTX:
 - At least 25% of all degree-required credit hours must be completed in residence at CTX,
 - with at least 18 credit hours earned in residence at CTX counting toward the major (or program for degrees with no separate major), and
 - if a minor is designated, at least 9 of those required credit hours completed in residence at CTX,
 - The student must be in residence, meaning formally registered (no minimum credit hour load), in the semester in which any degree award is conferred,
- Attain a minimum 2.00 overall GPA and a minimum 2.25 GPA in all courses in the specified major or program (where no separate major is identified),
 - except students in the College of Education, who must earn a 2.5 CGPA if a Religious Education major and 2.75 CGPA if in a teacher certification preparation program, calculated based on all college coursework used to complete the degree requirements, including transferred coursework.

Double Major

When a student decides to pursue a second major, the two disciplines or fields must be distinct or substantially different; however, there is no limit to how many hours can be shared between majors.

Second Bachelor Degree

Students may earn multiple Bachelor degrees, distinct from multiple majors within a single degree, as long as the following criteria are satisfied for the awarding of a second Bachelor degree:

- All requirements for each degree and the selected majors/programs must be fulfilled, including the residence requirement, applied separately to each degree plan of study
- The major or program for each degree must be distinct and separate, allowing for an overlap of only 12 credit hours of coursework (i.e. a B.A. and B.S. can't be earned in the same discipline unless the curriculum plan is distinctly different). In the event two majors or programs require overlapping course elements beyond this the Dean must specify replacement courses to fulfill the requirements and maintain this distinctiveness
- A minimum of 32 credit hours must be completed beyond the higher of the minimum credit hour requirements for the degrees sought.

If a student elects to complete a new major or program of the same degree type as one already earned at CTX, a new degree will not be awarded, but the new major/program will be added to the transcript.

Post-Baccalaureate Certificate

Students holding a baccalaureate degree and desiring a post-baccalaureate certificate in an approved program must complete course-work unique to the major. Upon successful completion of the coursework, the student will be awarded a certificate of completion and it will be recorded on the student's transcript as a post-baccalaureate certificate.

Master's Degrees

CTX offers advanced coursework designed to develop mastery in a specific discipline, field or area of professional practice. Completion of a designed curriculum and demonstration of the required mastery results in the awarding of a master degree. Mastery in the broad sense can be construed as demonstrated working advanced knowledge of the designated specialized discipline or field, be it as theoretical, experimental and/or applied; high order cognitive skills, such as in analysis, critical evaluation and/or professional applications; and the ability to solve complex problems and think rigorously and independently within the selected discipline or field or at its interface to other areas. As such, acceptable program outcomes may be those generally acceptable for the first graduate degree or for a first professional degree to be designated as a master degree at CTX. Each program has unique characteristics and offers opportunities for advanced study, personal growth, and career enhancement.

Doctoral Degree

Concordia University Texas is approved to award doctoral degrees. The College of Education offers a Doctor of Education degree (EdD) with two areas of specialization: Educational Administration (with Texas superintendent certification option for qualified candidates) and Curriculum and Instruction.

The EdD program is a 61-credit-hour plan of study. The first 24 credit hours are comprised of core classes, common to both specialties. The remaining 37 credit hours are taken in one of the two specialty areas. Students in both specialties will complete 200 clock hours of field-based internship and five research-based courses that will culminate in at least 12 hours of proposal and dissertation work as the capstone activity of the program.

Academic Majors, Minors, and Special Programs

Majors

A major is a course of study generally developed at the advanced course levels for a particular degree that develops both depth and breadth within an identified discipline, or a recognized field that meets established criteria associated with the selected degree. For more information on specific major requirements, click on the name of the major.

Applied Business (BAAS)

The Applied Business BAAS degree provides the necessary skills to advance into supervisory and entry-level management positions, as supported by the AAS training already achieved. The BAAS business program provides a selection of business courses in which students learn how to apply core business skills within their own career field or business environment (BAAS degree only). This major is offered in the traditional, hybrid, and online delivery formats. The BAAS is an applied degree for career-minded students wishing to enter the workforce directly after graduation.

Behavioral Sciences (BA)

The Behavioral Sciences major provides students with the exciting study of the "person in environment." Through scientific education in Psychology and Sociology, students will be equipped to think critically and holistically about human behavior in different social contexts, enabling them to help individuals grow in psychological health, use research to solve problems, and work for justice for all people. Graduates will be well-prepared to enter a broad range of

careers in government, non-profit organizations, businesses, and ministry settings as well as a variety of competitive graduate or professional school programs.

Biology (BA)

The mission of the Biology Major (BA) is to cultivate in students those capabilities necessary for them to promote stewardship of the biotic environment and provide Christian leadership in careers related to biology.

Biology (BS)

The Biology Major (BS) is designed to give students a strong foundational understanding of the subject matter encompassed by the biological and associated physical sciences. This degree is ideal for students wishing to have professional careers in the sciences or pursue graduate degrees in medical or biological fields. Through critical thinking, hands-on experience, research, and investigation, students will develop an understanding of the field of Biology and gain a strong foundation for entry into a broad spectrum of graduate programs and careers in the biological sciences.

Business Administration (BBA)

The Bachelor of Business Administration (BBA) is offered in the traditional, adult degree, and online formats focusing on a broad understanding of business with a specialized focus of study. Students graduating with a BBA degree from the traditional program will choose from four concentration areas: Accounting & Financial Management, Human Resources & Management, Marketing, Global Healthcare Policy and Management. There are four micro concentrations that can be an addition to the four concentrations listed above: Communication, Entrepreneurship, Finance, and International Business. There are four optional micro concentrations students may add to their degree plan, but cannot take the place of a full concentration.

Business Administration (MBA)

The Concordia MBA is designed for professionals with a sincere desire to become leaders who will change the world around them. As a MBA graduate student, you will master core business concepts, analytical tools, and leadership skills to build a better future for yourself and your community. Guest speakers, computerized simulations, case studies, learning teams, and a capstone project to expose students to real-world business issues that impact the organization and the wider community.

Chemistry (BA)

Building on a liberal arts foundation with an emphasis on best practices in business, the BA degree in Chemistry with a Material Science focus develops a deeper working knowledge in business, while providing a robust chemistry curriculum that is designed to emphasize the

integration of ideas and critical thinking. This degree will provide Concordia students with a more flexible path to recruitment and retention in the highly competitive entry-level careers in the microelectronics

Coaching and Sports Administration (MED)

The Master of Education in Coaching and Sports Administration focuses on the practical knowledge in the academic discipline of coaching and athletics administration. In addition to the core of courses in ethics and leadership, research, law, finance, the specialization now offers a sport specific practicum and professional expertise in coaching and administration.

Communication (BA)

The Communication major provides three concentrations: Public Relations and Advertising, Interpersonal Communication, and Visual Communication. The mission of the Communication Major at Concordia University is to develop effective public speakers, versatile writers, competent technology users, and healthy relationship partners. This major is offered in the traditional and online delivery formats.

Computer Science (BA)

The Computer Science major (BA) allows the flexibility to develop fundamental marketable programming skills while giving students the valuable breadth of education typical of a BA degree. This major is offered in the traditional and online delivery formats.

Computer Science (BS)

The Computer Science major is modeled after the Association for Computing Machinery (ACM) recommendations. The program seeks to build a solid foundation in both Computer Science and Mathematics. In the required courses, students develop both the theoretical and the practical skills needed to design computer systems; to write software; to perform mathematical analysis of algorithms and performance studies; and to reason clearly, think analytically, and solve problems by writing software.

Criminal Justice and Criminology (BA)

The Criminal Justice and Criminology major is designed to offer a strong theoretical and practical foundation in the related fields of criminal justice and criminology, with equal emphasis on viewing both fields through a Christian lens. We desire to prepare students for entry into careers across a broad array of positions with diverse employers and to prepare those who desire to further their studies for entry into graduate or professional programs. We integrate restorative justice concepts into our studies while developing Christian leaders and servants whose vocation it will be to deal with crime in all of its forms, on all of its levels, with all of its

participants, and with all of its consequences. This major is offered in the traditional and online delivery formats.

Education (BA)

Concordia University Texas currently offers state approved Bachelor of Arts programs for Interdisciplinary Studies (EC-6th and 4th-8th) and Education Content Curriculum (4th-8th content and 7th-12th content) based on the State Board for Educator Certification (SBEC) Rules for an Educator Preparation Program. Upon completion of a teacher education program at Concordia and successful completion of the state certification examination (TEXES), a graduate will be recommended for the appropriate state certification.

Education (MED)

Concordia University Texas College of Education offers a Master's Degree in Education (MEd) with areas of specialization called "concentrations" The goal of the program is to prepare educational practitioners who exemplify ethical, values centered leadership in education. Candidates will grow in their ability to serve as change agents in educational reform utilizing "best practices" in teaching and learning. Each candidate will have a solid foundation in the practical application of theory, research, and assessment in education.

Education (EDD)

Concordia University Texas College of Education offers a Doctor of Education degree (EdD) with two areas of specialization: Educational Administration (with Texas superintendent certification option for qualified candidates) and Curriculum and Instruction.

English (BA)

The English major emphasizes clear, concise, careful, and correct writing. Studying expository and creative writing in order to explore and understand the human condition prepares students to enter a range of professions. English majors may work as corporate or government public information officers and publication directors, nonprofit directors, grant writers, journalists, policy writers, and research specialists in law, medicine, and government. English is an excellent preparation for law school and graduate school in a variety of Humanities disciplines. English majors with a passion for sharing the themes, events, and people of literature with others enter the teaching profession and are able to join university faculties after completing their masters and doctoral degrees.

Environmental Science and Conservation (BA)

The Environmental Science and Conservation major requires students to examine the relationship between humans and the environment and prepares them to minimize human impact on environmental systems. The program follows a project-based curriculum and emphasizes field experiences, many of which take place in Concordia's nature preserve. Majors have numerous

opportunities to work with local government agencies and volunteer groups solving critical environmental problems. Students interested in field work and technological solutions should consider the Bachelor of Science, which has a greater emphasis on the sciences. Students interested in communication and collaborative problem-solving should consider the Bachelor of Arts, which emphasizes the humanities and social sciences.

Environmental Science and Conservation (BS)

The Environmental Science and Conservation major examines the relationship between humans and the environment, and prepares students to manage human impact on environmental systems. The program emphasizes field experiences in water resources conservation and wildlife conservation, many of which take place in Concordia's nature preserve. Additional emphasis is placed on policy, planning, economics, philosophy, and communications in the context of natural resources management. Majors will have abundant opportunities to work with local government agencies and volunteer groups solving critical environmental problems.

Global Public Health (BA)

The major in global public health trains students to understand the art and science of preventing disease and promoting population health. Students will learn about infectious diseases, chronic diseases, the risk and protective factors that impact health as well as developing and evaluating health-related programs. This interdisciplinary major provides students with the skills and competencies to work in a wide variety of industries in the health arena including governmental agencies, for-profit and non-profit organizations at the local, city, state, national and international levels. This major is offered in the traditional and online delivery formats.

History (BA)

The History major fosters students' ability to understand the origin and impact of major political and cultural developments, economic trends, and social movements of the world around them. Students come to appreciate and respect the diversity of their own rich heritage, as well as that of others, and responsibly interpret the world around them through the use of critical thinking and communication skills.

Kinesiology (BS)

A study of the mechanics and anatomy of human movement, kinesiology has direct applications to fitness and health. With three tracks Generalist, Pre-Physical Therapy, and Fitness and Wellness Supervisor, students in this major select the track best suited to their career goals.

Mathematics (BA)

The Mathematics major (BA) emphasizes skill in problem solving, analytical thinking, use of technology in mathematics, and communicating and making connections within and outside the discipline.

Mathematics (BS)

The Mathematics major (BS) emphasizes analytical thinking in scientific topics, skill in problem solving, quantitative representation of ideas, use of technology in mathematics, and communicating and making connections within and outside the discipline.

Multidisciplinary Studies (BA)

The Multidisciplinary Studies major allows students to focus on two areas of academic study, develop critical thinking skills, and improve their ability to effectively speak and write. The goal is to maximize flexibility for the students' course work while concurrently developing marketable skills and igniting life-long learners. This major is offered in the traditional, hybrid, and online delivery formats.

Music Major (BA)

The Bachelor of Arts degree in Music is the primary musical degree granted by Concordia University Texas and involves the most rigorous preparation for a future career and/or graduate study, while maintaining the liberal arts core for a well-rounded and comprehensive curriculum. Students in this degree program will receive a comprehensive musical education, with a significant grounding in theory, history, conducting, performance, and other foundations of the discipline.

Nursing (BSN)

The Nursing major has two distinct parts: Pre-Nursing requirements, which are included in the Global Public Health major and the Professional Nursing sequence. When a student has registered for and/or completed all the Pre-Nursing requirements, he or she may apply for the BSN professional sequence, which takes two years to complete. The Global Public Health Major allows students to complete the Pre-Nursing requirements, which provides students with a solid foundation for the BSN program. The Professional Nursing sequence [NUR courses] consists of nursing lecture, simulation and clinical courses that provide students the knowledge, skills, and attitude necessary to become competent and compassionate professional nurses. NUR courses are only available to students admitted to the professional nursing sequence.

Political Science (BA)

The Political Science major will prepare students to be professionally literate in the areas of law, politics, research, leadership, and analytical reasoning. In this degree, there are 47 hours of required coursework, which includes political science, religion, behavioral sciences, thesis, scientific methods, and at least three semesters of practicum and/or service experience.

Psychology (BA)

The Psychology major is designed to provide students a Christian environment in which to gain knowledge of core tenets of the discipline, with special emphasis on writing proficiency and career preparation. The major also intentionally encourages students to take advantage of program offerings beyond the classroom such as symposia, informational workshops, internships, research experience, and study abroad opportunities. This major is offered in the traditional and online delivery formats.

Religious Education (BA)

The Religious Education major provides basic educational, religious, and interpersonal foundations for the student and provides specialized training to develop individual interests in areas such as youth ministry, children's ministry, music and the arts, theology, missions, and outdoor ministry. This major can lead to certification as a Director of Christian Education (DCE) in the Lutheran Church Missouri Synod.

Minors

A minor is a program of study generally offered by a department or interdisciplinary program. The purpose of these minor programs is to designate a set of courses to provide some degree of content mastery in an area of academic specialization that will complement the student's academic major.

Minors approved to complement a Baccalaureate degree must meet the following requirements:

- complete a minimum of eighteen (18) credit hours and a maximum of twenty-four (24) in a given subject area as designated by a course prefix (i.e. ENG, KIN, SOC, etc.),
- at least nine of the hours for the minor are upper-level,
- at least nine (9) hours of the minor must be earned in residence,
- maintain a cumulative GPA of 2.0 or higher, and
- selected minor may not be in the same general discipline as the selected major.

If a subject area does not offer at least eighteen (18) hours of courses of which at least nine (9) are upper-level, then a minor is not possible in that subject area.

A student may choose to use a course required to fulfill major requirements to fulfill minor requirements. A student can choose any subject area to minor that meets the qualifications listed above. The following subject areas have a prescribed set of courses required to earn a minor in subject area:

- Accounting
- Art
- Behavioral Science
- Biblical Languages
- Business
- Chemistry
- Computer Science
- Criminal Justice and Criminology
- Economics
- Environmental Science and Conservation
- Finance
- Global Public Health
- Healthcare Administration
- Management
- Human Resource
- Interpersonal Communication
- Legal Studies
- Marketing
- Mathematics
- Music
- Political Science
- Public Relations and Advertising
- Psychology
- Religious Education
- Theater
- Writing
- Worship and the Arts

Special Programs

Honors Program

The mission statement of the Honors Program is “to challenge and engage the curiosity of a community of outstanding students.” The vision statement is “The Concordia University Texas Honors Program offers motivated students a supportive, cohort community of intellectually curious, creative, driven students of the highest integrity.” The program is geared towards

engaging the student with a transformational, alternative general education curriculum that is challenging, fun, and experiential. As a community of scholars, these students engage in academically rigorous, interdisciplinary, enriching courses towards the pursuit of developing into Christian leaders. Particular emphasis is given to the exploration of self within local and global communities. Graduates of the program are prepared to excel in their chosen vocation while serving their communities as responsible local and global citizens. The flexibility of this program allows students to combine it with any major or program that the college offers. Characteristics of the Honors Program and courses: Small group discussion based and experiential learning, chances to build relationships with peers and professors, and freedom to fail.

Admission Requirements

New freshmen, continuing students, and transfer students are eligible to apply for admission to the Honors Program. While oriented primarily toward students who have achieved a certain level of academic success (as demonstrated by a 3.0 GPA and a 1210/27 ACT/SAT score), the Honors Program is open to any student interested in committing to this challenging and rewarding program. All students who wish to enroll in the Honors Program must be accepted to Concordia University Texas, and are required to submit the following materials:

For new freshmen:

- High school GPA of 3.0 on a 4.0 scale OR SAT/ACT scores 1210/27 (*upon review of your admission application, you might still be eligible...)
- Resume
- Essay in response to the prompt: Describe an instance in which you changed your mind about a previously held belief. What led you to hold this belief in the first place and how did you come to change your view?

For continuing and transfer students:

- College GPA 3.5 on a 4.0 scale
- Resume
- Essay in response to the prompt: Describe an instance in which you changed your mind about a previously held belief. What led you to hold this belief in the first place and how did you come to change your view?

Admission to the Honors Program will be determined by a committee composed of the programs co-directors, as well as the Dean of the Teaching and Learning. Admission will be conducted on a rolling basis until all slots are filled.

Requirements to maintain Honors Program Admission

To continue in the Honors Program, a student needs to maintain a cumulative GPA of 3.25 and at least a 3.50 GPA in Honors Program seminars. A grade of C in any Honors course will be grounds for immediate dismissal from the Honors Program.

Honors Courses (48 hours)

- ENG1371H Writing as Self Discover

- ENG 2371H Great Texts
- FA 2301H Honors Arts Experience of Austin
- MTH 1370H Honors Mathematics and Effective Thinking
- LDR 1101 Honors Life and Leadership
- PSY 1311H Psychology of Self
- COM 1371H Communication for Social Change
- ESC 1102H Honors Environmental Science
- HIS 2303H Honors United States History
- POLS 2371H Honors American Politics
- BADM 4380H Business and Community
- PHIL 43XXH Christian Ethics
- LDR 4101 Honors Leadership Career and Capstone

Lutheran Teacher Diploma (LTD)

Students preparing for the teaching ministry in The Lutheran Church-Missouri Synod are required to complete the following (6 of these credit hours may be used to fulfill Common Experience requirements):

- Complete the Interdisciplinary Studies in EC-6th Core Subject or 4-8 Core Subject or Education Content Curriculum (Middle School or Secondary) Teacher Education Program.
- Membership in a congregation affiliated with The Lutheran Church-Missouri Synod.
- Completion of EDU 41205 ECE/ Elementary Student Teaching, EDU 41225 Middle Level Student Teaching, EDU 41273 Secondary Student Teaching or EDU 41207 Special Education Student Teaching in an appropriately accredited/approved Lutheran school
- Recommendation of the Concordia University Texas faculty.
- Completion of 17 credit hours of Lutheran Teacher Diploma required courses. At least 15 hours must be completed prior to the Professional Term with a GPA of 2.50 or better in all hours attempted.
 - EDU 3261 Vocation of the Christian Educator
 - EDU 3333 Teaching Religion
 - REL 1301 New Testament History and Reading
 - REL 1311 History and Literature of the Old Testament
 - REL 2352 History and Philosophy of the Reformation
 - REL 3341 Lutheran Doctrine

Christian Teacher Diploma (CTD)

Students preparing for the teaching ministry in a Christian school are required to complete the following 17 hours (6 semester hours may be used to fulfill the Common Experience requirements):

- Complete the Interdisciplinary Studies in EC-6th Core Subject or 4-8 Core Subject or Education Content Curriculum (Middle School or Secondary) Teacher Education Program.
- Completion of 17 credit hours of Lutheran Teacher Diploma required courses. At least 15 hours must be completed prior to the Professional Term with a GPA of 2.50 or better in all hours attempted.
 - EDU 3261 Vocation of the Christian Educator
 - EDU 3333 Teaching Religion
 - REL 1301 New Testament History and Reading
 - REL 1311 History and Literature of the Old Testament
 - 6 additional hours of Religion coursework

Pre Law Program

Concordia University Texas offers a variety of opportunities for students who plan to attend law school after they complete their undergraduate matriculation. The university provides the following services for students wanting to attend law school after graduation from Concordia:

- Assistance finding a law school that best fits a student's interests and abilities
- Assistance finding the best off-campus LSAT preparation course
- Assistance with personal statements, recommendation letters, and addendums
- Membership in the Concordia Legal and Political Society
- Directed community service efforts to enhance law school applications.
- Law related internship and competition opportunities
- Law related coursework, and an optional directed minor in Legal Studies that is designed specifically for pre-law students
- Personalized four-year advising

Students who are interested in Pre-law advising at Concordia University Texas should contact the Political Science Program Coordinator, Dr. Brent Burgess at Brent.Burgess@concordia.edu.

Pre- Seminary Program

The mission of pre-seminary education at Concordia University Texas is to prepare students for theological studies and pastoral formation at a seminary of The Lutheran Church-Missouri Synod. This preparation includes:

- Competency in Biblical knowledge, the Biblical languages and Lutheran doctrine
- Competency in advanced communication skills in reading, writing and speaking
- Skills in critical thinking and philosophical inquiry
- Acquisition of a global perspective
- The understanding of and appreciation for the Lutheran ethos, identity and ethic
- Helping the student to perceive, proclaim and live out the centrality of the Gospel of Jesus Christ for the whole of life

The work of a pastor or theologian may be described simply as communicating the Word of God to humans. Such a description reveals four areas of education necessary to prepare a student to serve the Church well:

- The knowledge of GOD
- The knowledge of GOD'S WORD
- The knowledge of HUMANITY
- The knowledge of the skills involved in COMMUNICATION

The Lutheran Church-Missouri Synod divides this educational preparation between the university and the seminary. The study of God (theology) is begun at the university level and continues much more extensively at the seminary. The study of God's Word is also begun at the university level or sooner through the study of literature, languages, and the Bible. The seminary continues the study of the Scriptures in much greater depth. On the other hand, the study of the liberal arts (culture, history, psychology, etc.) and the study of the skills needed for good communication are carried out mainly at the university level through courses in writing, speech, drama, etc. The seminary provides specialized training in tasks appropriate for church work, such as sermon preparation, pastoral visitation, and counseling.

Academic preparation alone is no substitute for the student's personal devotional life or for his Christian, social, and emotional maturity. The student who chooses to offer himself for a call into the Holy Ministry is encouraged to develop a daily ritual of Scripture reading and prayer. Additionally, he is encouraged to make full use of the university's opportunities for chapel devotions, residence hall devotions, Bible study, community service, social activities, academic clubs, athletic and music activities, and the like.

Admission Process

Students apply for admission into the Pre-Seminary Program after they enroll in studies on campus. They must submit to the Program Director a completed application form and a letter from the pastor of their home congregation stating that the student is a member in good standing of the congregation. They are then assigned to participate in an Entrance Interview with a member of the Pre-Seminary Education Committee, who will assess whether to recommend the student for acceptance into the program.

Admission into the program is restricted to men who are members in good standing of an LCMS congregation. Other students may participate in all features and courses of the program but will not be counted in the university's statistics as "LCMS Pre-Seminary Students."

Monitoring Process

The Pre-Seminary Program has specific expectations regarding the development of the student and has written guidelines and policies pertaining to continuation in the program and to withdrawal, removal and reinstatement in the program. This information is available from the Director of the Pre-Seminary Program and is supplied to all applicants.

All students in the Program (and those applying during their first term of enrollment) are expected to take MIN 1101 Ministry Preparation every term. This course is designed to provide the students with experiences that enhance their development in spirituality, leadership, peer relationships and knowledge of the varied aspects and venues of theological service.

Exit Interviews and Recommendation

As he approaches graduation, the student must:

- Take the GRE (Graduate Record Exam) and have the scores reported to Concordia University Texas and to the seminary of his choice;
- Take the appropriate Seminary Entrance Competency Examinations (in Christian Doctrine, Old Testament, New Testament, Greek and Hebrew) as they are scheduled;
- Complete a District Interview (off-campus) arranged with the officers of his home LCMS District;
- Complete an on-campus Exit Interview with two members of the Pre-Seminary Education Committee.
- When the report of the Exit Interview has been filed, he should request the University President to compose and send his recommendation to the seminary. All students entering an LCMS seminary must submit a recommendation letter from the most recent LCMS University he attended.

Academic Major

Students in the Pre-Seminary Program are encouraged to select one of the following five majors:

- Behavioral Sciences,
- Communication,
- English,
- History, or
- Multidisciplinary Studies.
- Other majors may be used only with the approval of the Pre-Seminary Education Committee.
- Biblical Languages

Both seminaries of the Lutheran Church Missouri Synod require competency in reading Biblical Hebrew and Greek. Concordia University Texas offers the following language courses and recommends this sequence:

- Freshman - Latin I & II
- Sophomore - Greek I & II
- Junior - Greek III & IV
- Senior - Hebrew I & II plus Advanced Greek Readings

Pre-Seminary students are recommended to take all of these courses and are required to complete a minimum of 12 hours from the above offerings. Where appropriate, students may

also take additional study in Latin, Greek, or Hebrew by special arrangements with the appropriate instructor.

Additional Seminary Entrance Requirements

Both seminaries of The Lutheran Church-Missouri Synod require students to achieve a satisfactory grade point average (GPA). St. Louis requires a 2.00, and Fort Wayne requires a 2.25. All other seminary academic requirements (such as Speech or Composition) are more than satisfied by Concordia's core requirements for every graduate.

Every seminary applicant must have been an active member of an LCMS congregation for no less than two years prior to enrollment at seminary.

Elective Recommendations

Pre-Seminary students are encouraged to consider these courses as further electives:

- All REL courses
- COM 3303
- Communication in the Church EDU 3333
- Teaching Religion MUS 3362
- Worship and Music

Reserve Officer Training Corps (ROTC)

The Air Force Reserve Officer Training Corps (AFROTC) and the Army Reserve Officer Training Corps (AROTC) provide courses of military instruction which will permit volunteer, selected, male and female college students to prepare themselves for commissions as second lieutenants in the United States Air Force, Air Force Reserve, or Air National Guard and the United States Army, Army Reserve or Army National Guard while they pursue academic courses leading to baccalaureate or advanced degrees. The specific courses listed below are available to Concordia students through concurrent enrollment arrangements at the University of Texas at Austin. These courses may be taken without military obligation. ROTC courses will be treated as hours in residence at Concordia and the grades earned will be calculated in the Concordia GPA.

For further information, contact the Department of Military Science at the University of Texas at Austin at (512) 471-5639 or the Department of the Air Force Science at the University of Texas at Austin at (512) 471-1776

Study Abroad and Travel Courses

Study abroad and travel courses are some of the best investments a student could make during the university years. Cross-cultural, real-world experiences are without equal in helping students develop leadership skills, think critically and creatively, master foreign languages, apply classroom content, mature spiritually and take responsibility for their neighbors' wellbeing.

General tuition is not charged for travel courses taken at or through Concordia University Texas. Students pay a fee that equals the cumulative cost of the trip. Concordia has high academic standards, and we expect the same of the off-campus experiences we provide to our students.

We have selected and vetted approved programs and providers that we know offer rigorous academics and culturally grounded academic experiences. International travel coursework comes in as transfer credit and will not impact your GPA but you can get content credit for CTX courses. Only travel courses taught by CTX faculty are considered CTX courses and only those travel course grades count in your GPA. Through our approved providers, nearly the entire globe is available to our students. Students should pick up an Enrollment Packet for Off-Campus Study in Student Central from your Student Academic Planner.

For more information, visit the Student Central and speak to your Student Academic Planner
Concordia Travel Courses

These unique courses are developed and taught by Concordia faculty around the country and internationally. Travel Courses are usually less than one month long and typically take place in the summer or on breaks in the academic calendar. Below is a list of recurring Travel Courses, but others may be available. See your Student Academic Planner or your Faculty Academic Advisor for additional courses available.

BIO 3302 Tropical Biology. Every spring break we conduct a nine-day trip to a Central American and/or Caribbean country. Additional fees apply.

BADM 4311 International Business Management. A four-day trip usually scheduled during the fall term, to Eagle Pass/Piedras Negras, which explores the economics, politics and culture of doing business on the Texas/Mexico border. Additional fees apply. Not offered every year.

ENG 3307 Drama at Stratford. Held each August, this one-week trip to Stratford, Ontario, Canada, covers eight plays during the Stratford Festival and additional plays at the Shaw Festival at Niagara-on-the-Lake. Additional fees apply.

SCI 3304 Geology and Ecology of Hawaii. Every third summer, Concordia students travel on a two week trip to the Big Island and Kauai. Additional fees apply.

BIO 3370 Ecosystems of the Pacific Northwest. Every third summer, students may travel for two weeks to Mt. St. Helens and other ecological sites in the Pacific Northwest. Additional fees apply.

SCI 3303 Geology and Ecology of the Southwestern US. Every third summer, students have the opportunity to travel to the Grand Canyon and other desert sites in the Southwest. Additional fees apply.

BIO 1101 - 1106. These courses visit different geographical regions (six total) of Texas each term. The regions include East and Southeast, Rio Grande Valley, Southwest, Panhandle and Northwest, Central, and the Guadalupe Mountains. Additional fees apply.

Study Abroad Programs

All students seeking to participate in an off-campus study program must first meet with their Student Academic Planner and complete an Off-Campus-Study Enrollment Packet.

The packet must be completed by April 1, for summer or fall travel, and October 1, for spring travel. This deadline is independent of any application requirements established by the program/provider.

Students who have completed 24 credit hours, (transfer students note: at least 12 hours must have been completed through Concordia Texas prior to travel), maintain a 2.75 cumulative GPA, and are in good academic, behavioral and financial standing with the University are eligible to participate in an off-campus study program.

Concordia Common Experience

Undergraduate General Education Overview

All undergraduate baccalaureate degrees require the completion of the following general education curriculum, known as The Concordia Common Experience curriculum. The Concordia Common Experience curriculum complies with both regional and state accreditation standards for general education and is required of all Concordia University Texas (CTX) baccalaureate degrees regardless of delivery (i.e., traditional, adult, and online).

The Concordia Common Experience curriculum has four primary goals:

- Exposure to a range of academic disciplines central to a liberal arts education;
- Development of foundational academic skills;
- Exploration and formation of personal identity; and
- Learning through application and experience.

Summary of Requirements

Students are required to complete 42-44 credit hours in courses certified to meet The Concordia Common Experience curriculum goals, including:

- 10-11 credit hours in the Concordia Distinctive
- 19 credit hours across six Liberal Arts disciplines and
- 15 credit hours of Foundations coursework.

Concordia Common Experience: Concordia Distinctive

- LDR 1100 Life & Leadership 1 hour
- LDR 2201 Leadership Theory and Practice or LDR 3301 Peer Leadership 2 hours
- LDR 4101 Leadership Career and Capstone 1 hour
- Religion courses in residence at CTX, 6 hours

usually satisfied by REL 1301 and 1311 hours

Students who by previous study have acquired a comprehensive knowledge of the Christian understanding of the Old Testament and/or the New Testament may take an exemption examination (one for each testament). A successful score on the examination will allow the student to skip that particular course and advance to another REL course to satisfy this

Concordia Distinctive requirement. (Successful scores on these tests do NOT grant college credit; they merely allow the student to advance to a higher level course.) The student who desires to attempt this exemption should request the Theology faculty to administer these examinations.

Student cannot transfer in credit for courses in the Leadership Series (LDR 1100, LDR 2201, LDR 3301, LDR 4101). Leadership courses are distinctive to CTX and must be taken in residence.

Concordia Common Experience: Liberal Arts

The Concordia Common Experience Curriculum Liberal Arts course sequence (18-19 hours) introduces students to a variety of disciplines offering diverse perspectives on the world around us. The following are required of all CTX students.

- Behavioral Sciences (ANT 1301, PSY 1311, OR SOC 1301) 3 hours
- Political Science (POLS 1303) 3 hours
- English Literature (ENG 1317) 3 hours
- Fine Arts (any MUS, ART, or THEA) 3 hours
- History (HIS 1301 or HIS 1302) 3 hours
- Natural Science with Lab (BIO, CHE, ESC, PHY, OR SCI) 3-4 hours

Common Experience: Foundational Competencies

The Concordia Common Experience Curriculum Foundational Competencies require 15 credit hours of designated courses that develop foundational academic skills.

- Written Communication (ENG 1316) 3 hours
- Verbal Communication (COM 1300) 3 hours
- Quantitative Reasoning (any MTH college level or higher) 3 hours
- Technology (ENG/HIS 1318CIS 1300, BADM 3371, COM 2314, NUR 3585, NUR 3485, OR EDU 3323) 3 hours
- Wellness (KIN 1301, NUR 3435, NUR 3535, PUBH/BADM 3314, EDU 3331, any KIN activity, including collegiate sports) 3 hours

Experiential Learning Graduation Component

The experiential learning component is designed to support students' personal and academic growth by direct engagement with the community. Each student must complete one or more of the following options totaling three credit hours or more:

- Internship course (30+ hours), must be taken in residence
- Practicum course (30+ hours), must be taken in residence
- Travel course (4+ days), must be taken in residence
- Semester abroad* (10+ weeks)
- Approved experience-based course (such as SOC 1301), must be taken in residence

- SVL x1xx: Service learning field Experience course attached to course of student's choice (coordinated through student advisor and course instructor), must be taken in residence
- Comparable documented service learning (coordinated through student advisor, student must petition for this in advance to count in place of one of the courses listed above)

*for the purpose of Experiential Learning credit, "abroad" is defined as anywhere outside the continental United States including Hawaii, Alaska, and all United States' territories. Programs shorter than 10 weeks could satisfy the requirement with approval from the General Education Committee.

College of Arts and Sciences

Mission and Overview

The College of Arts and Sciences supports the mission of Concordia University Texas: developing Christian leaders.

We live in a dynamic world economy that demands creativity, flexibility, and change. Career opportunities for the future require adaptability, critical thinking, and the ability to make connections across disciplines. The best preparation for this type of career can be found in the arts and sciences. Through the arts and sciences, students immerse themselves in any one of several areas of interest while still gaining the versatility and flexibility they need for life in a rapidly changing world. A major in the arts and sciences also serves as excellent preparation for graduate study in almost any field, including business, humanities and social sciences, natural and applied sciences, pre-seminary, pre-medicine, pre-law, publishing, communications, and public relations.

The College of Arts and Sciences at Concordia University Texas provides a classical liberal arts education that promotes a broad base of knowledge and develops intellectual capacities. The College is committed to a collegial environment in which students and faculty work together to grow intellectually, spiritually, and morally as knowledgeable citizens of the 21st century. We are dedicated to an intellectual foundation based on a well-rounded and comprehensive education designed to meet the needs of responsible citizenship in an ever-changing world.

The majors, minors, and programs of the College, along with extracurricular activities, provide a multifaceted opportunity to teach, model, practice, and recognize Christian leadership. Program goals and outcomes are accomplished through scheduled classes, lectures and workshops by visiting scholars and guest lecturers, service learning opportunities, a variety of arts activities and venues, and a study abroad program. Ultimately, programs in the liberal arts prepare students to lead rich and rewarding lives, recognizing the interdependence of varied disciplines

and professions as they are shaped and given meaning through the application of Christian values.

School of Fine Arts

Dr. Kelly Gordon, School Director

Mission and Overview

The School of Fine Arts serves our university and local communities by offering opportunities to develop aesthetic expression, participate in world-class artistry, create and refine artistic technique, and share the love of Christ with our communities and the world. The School offers a major in Music and minors in Art and Theatre.

Music Major (BA)

The Bachelor of Arts degree in Music is the primary musical degree granted by Concordia University Texas and involves the most rigorous preparation for a future career and/or graduate study, while maintaining the liberal arts core for a well-rounded and comprehensive curriculum. Students in this degree program will receive a comprehensive musical education, with a significant grounding in theory, history, conducting, performance, and other foundations of the discipline.

The Music major provides a rigorous musical education in the foundational areas of the discipline, presents a series of resource classes to best prepare students for future careers and study, and includes significant study in performance in both solo and ensemble settings. The major is designed to give each student the tools to succeed in a musical career. Students must choose a specialization in Music Education, Performance, Theory/Composition, or Music Ministry.

Additionally, students pursuing a Music major in the Music Ministry specialization may add a Director of Parish Music certification (see below for coursework). Students pursuing the Music Education specialization may add a Lutheran Teacher Diploma (LTD), through the College of Education (see Education for requirements).

Students interested in an introduction to this discipline are advised to take MUS 2334 Music Theory I. This course counts toward the requirements for the major.

This major and each concentration is offered in the following modalities: traditional (day-time, face-to-face) only.

Requirements

Concordia Common Experience/General Education (42-44 credit hours)

Bachelor of Arts (BA) degree requirements (at least 9 credit hours)

3 hours from one of the following courses:

- ENG 2301 World Literature: Classicism
- HIS 2311 World History to 1500
- HIS 2312 World History from 1500
- HIS 3308 Asian History and Culture
- HIS 3301 History of Mexico
- HIS 3314 Traditions/Values of Classical Civilizations
- PHL 3301 Survey of Western Philosophy

Modern or Classical Language:

- Complete two consecutive terms (at least six credit hours) of a non-English language.

Courses Required for the Major (26 credit hours)

Aural skills and Music Theory are generally taken as concurrent courses

- MUS 2118 Aural Skills I
- MUS 2119 Aural Skills II
- MUS 3120 Aural Skills III
- MUS 4120 Aural Skills IV
- MUS 2214 Basic Conducting Techniques
- MUS 2234 Music Technology
- MUS 2334 Music Theory I
- MUS 2335 Music Theory II
- MUS 3336 Music Theory III
- MUS 3337 Music Theory IV
- MUS 3342 History of Music I
- MUS 3344 History of Music II

Choose one concentration

Music Education (34 credit hours)

Students seeking Texas teacher certification in EC-12 All-Level Music must complete an Education major and stay current on their benchmark process. Contact the College of Education for more information.

- MUS 3323 Advanced Conducting Techniques
- MUS 3331 Music Pedagogy
- MUS 2115 Woodwind Methods
- MUS 2120 String Methods
- MUS 2125 Percussion Methods
- MUS 2130 Brass Methods

- MUS 3356 Choral Methods
- MUS 3357 Instrumental Methods
- Private Music Instruction 8 credit hours
 - Primary: private instruction every semester enrolled in the major, minimum of 6, two must be 3XXX level.
 - Secondary: two consecutive semesters required, any instrument.
- Ensemble Requirement 10 credit hours:
 - Large Music Ensemble every semester enrolled,
 - Small Music Ensemble for one full academic year.
- Proficiencies
 - Piano proficiency
- Capstone
 - 60-minute Senior recital (MUS 4105)

Performance (34 credit hours)

- MUS 3323 Advanced Conducting Techniques
- MUS 3270 Performance Practice and Literature
- MUS 3331 Music Pedagogy
- One of (based on primary instrument):
 - MUS 2210 Diction for Singers I (voice)
 - MUS 3233 Piano Pedagogy (piano)
 - MUS 4212 Service Playing (organ)
- Private Music Instruction 8 credit hours
 - Primary: private instruction every semester enrolled in the major, minimum of 6, two must be 3XXX level.
 - Secondary: two consecutive semesters required, any instrument.
- Ensemble Requirement 10 credit hours
 - Large Music Ensemble every semester enrolled,
 - Small Music Ensemble for one full academic year.
- Proficiencies
 - Piano proficiency
- Capstone
 - 30-minute Junior half-recital (MUS 4105)
 - 60-minute Senior recital (MUS 4105)

Theory/Composition (21 credit hours minimum)

- Choose any five (5) courses
 - MUS 3332 Orchestration
 - MUS 2250 Intro to World Music
 - MUS 2210 Diction for Singers
 - MUS 3336 Choral Methods
 - MUS 3270 Performance Practice and Literature
 - MUS 3331 Music Pedagogy

- Private Music Instruction 8 credit hours
 - Primary: composition instruction takes the place of primary instrument, minimum of 6, two must be 3XXX level.
 - Secondary: two consecutive semesters required, any instrument.
- Ensemble Requirement 12 credit hours
 - Large or Small Music Ensemble
- Proficiencies
 - Piano proficiency
 - Vocal proficiency
- Capstone
 - 60-minute Senior recital (MUS 4105) of compositions by student, including at least one major work of length greater than 10 minutes.

Music Ministry (34 credit hours)

- REL 3345 Theology of Worship
- MUS 3362 Worship and Music
- MUS 3230 Resources for Modern Worship
- MUS 3323 Advanced Conducting Techniques
- MUS 3356 Choral Methods
- Optional additional courses for the Director of Parish Music (DPM):
 - MUS 4212 Service Playing
 - REL 3341 Lutheran Doctrine
 - REL 3342 Lutheran Confessions
 - COM 3303 Communication in the Church
 - REDU 3341 Leadership Development
 - Students must complete their MUS 4105 internship at an LCMS congregation
- Private Music Instruction
 - Primary: 6 semesters of private instruction required, two must be 3XXX level.
 - Secondary: two consecutive semesters required, must be piano, organ, guitar or voice.
- Ensemble Requirement
 - Large Music Ensemble every semester enrolled,
 - Small Music Ensemble for one full academic year.
- Proficiencies
 - Piano proficiency,
 - Guitar proficiency,
 - Vocal proficiency,
 - Audition

Outcomes

- Perform fundamental keyboard musicianship skills with accuracy and musicality to include scales, chords, sight-reading, open score reading, transposition, chord charts, hymn reading and accompanying.
- Pass a piano proficiency before graduation.
- Demonstrate a comprehensive knowledge of core music classes with application to each music specialization to include past and present music history, a thorough foundation music theory, aural skills, conducting and music technology.
- Perform a broad range of repertoire and styles with technical proficiency, musicality and artistry.
- Prepare for graduate studies and ultimate vocation as teachers, pedagogues performers, composers and church musicians
- Commit to individual and ensemble excellence in performance
- Demonstrate scholarship through accurate and thorough research of music and musicians.
- Preparation to lead Christian worship through music ministry with an emphasis on the teaching and doctrine of LCMS.
- Music Ministry students will demonstrate fundamental skills required to pass the guitar and voice proficiencies.

Additional Information

Students who choose a Music Ministry specialization and seek rostered status with the LCMS specialization may additionally add the Director of Parish Music (DPM) certification to their degree program.

Art Minor (18 credit hours)

This minor is offered in the following modalities: traditional (day-time, face-to-face) only.

- Select One Survey Courses
 - ART 1305 Introduction to Art History: Modern
 - ART 1315 Art Theory and History
- Select Two Lower-Level Studio Courses
 - ART 1306 Drawing Media
 - ART 1308 Photography
 - ART 2310 Glass
 - ART 2320 Ceramics
- Select Three Upper-Level Courses
 - ART 3312 Painting
 - ART 3308 Color
 - ART 4312 Painting II
 - ART 4306 Art as Vocation

Theatre Minor (18 credit hours)

This minor is offered in the following modalities: traditional (day-time, face-to-face) only.

- ENG 3302 Drama
- ENG 3323 Shakespeare
- THEA 2322 Theatre for Social Change
- One of the following:
 - THEA 1301 Experience of Drama
 - ENG 3307 Drama at Stratford
- THEA 3X21 Theatre Practicum (3 credits' worth)
- THEA 3322 Acting: Improvisation and Scene Study

Worship and the Arts Minor (22 credit hours)

This minor is offered in the following modalities: traditional (day-time, face-to-face) only.

- COM 3303 Communication in the Church
- THEA 3322 Acting: Improvisation and Scene Study
- MUS 3362 Worship & Music
- MUS 4110 Worship Internship
- MUS 2214 Basic Conducting Techniques
- REL 3345 Theology of Worship
- Plus three of the following:
 - MUS 1110 Piano-Keyboards
 - MUS 1114 Guitar
 - MUS 1124 University Choir
 - MUS 1128 Instrumental Ensembles
 - MUS 1119 Voice Lessons
- Choose one of the following:
 - ART 1303 Introduction to Studio Art
 - COM 2314 Communication Technology

Music Minor (28-29 credit hours)

This minor is offered in the following modalities: traditional (day-time, face-to-face) only.

- MUS 1332 Music Fundamentals or theory entrance exam with a score of 70 or higher
- Private Music Instruction: (8 Credits from one of the following)
 - MUS 1110 or MUS 1210 Piano
 - MUS 1111 or MUS 1211 Guitar
 - MUS 1115 or MUS 1215 Woodwind
 - MUS 1116 or MUS 1216 Brass
 - MUS 1117 or MUS 1217 Percussion
 - MUS 1118 or MUS 1218 Strings
 - MUS 1119 or MUS 1219 Voice

- MUS 1121 or MUS 1221 Organ
- MUS 3110 or MUS 3210 Piano
- MUS 3111 or MUS3211 Guitar
- MUS 3115 or MUS 3215 Woodwinds
- MUS 3116 or MUS 3216 Brass
- MUS 3117 or MUS 3217 Percussion
- MUS 3118 or MUS 3218 Strings
- MUS 3119 or MUS 3219 Voice
- MUS 3121 or MUS 3221 Organ
- 2 Credits Piano
 - MUS 1110 or MUS 1210 Piano
 - MUS 3110 or MUS 3210 Piano
- MUS 2334 Music Theory I
- MUS 2334 Music Theory II
- MUS 2118 Aural Skills I
- MUS 2119 Aural Skills II
- MUS 3342 Music History I or MUS 3344 Music History II
- MUS 2234 Music Technology
- MUS 4105 Senior Recital
- Ensembles (2 Credits from the following)
 - MUS 1124 University Choir
 - MUS 1131 Jazz Ensemble
 - MUS 1128 Instrumental Ensembles – Strings, Living Praise, Piano
 - MUS 1129 Vocal Ensembles – Opera and Music Theater Scenes
- Additional Courses: (Choose 1 from the following)
 - MUS 2120 Diction for Singers
 - MUS 2214 Basic Conducting Techniques
 - MUS 2250 World Music
 - MUS 2340 History of Jazz
 - MUS 3310 Piano Pedagogy
 - MUS 3331 Music Pedagogy

School of Humanities and Social Sciences

Dr. Ann Schwartz, School Director

Mission and Overview

Students of Concordia's School of Humanities and Social Sciences benefit from a classical liberal arts education that promotes a broad base of knowledge and develops keen critical thinking skills. The School offers a diverse range of courses and learning experiences that

promote an understanding of the world and the human experience. Students can choose from 7 majors within the Bachelor of Arts (BA) degree and numerous minors, and are also encouraged to complete an internship before graduation. The School also provides courses to support the general education curriculum across majors and programs of the university.

Why choose a Behavioral Sciences major?

Have you ever wondered why people do what they do? Do you want to use knowledge about human behavior to make a positive difference in the lives of others? The Behavioral Sciences major provides students with the exciting study of the “person in environment.” With a holistic understanding of human behavior, Behavioral Sciences majors will be well prepared to enter a broad range of careers in:

- Social work
- Government
- Non-profit organizations
- Businesses
- Ministry settings
- The juvenile justice system
- Providing assistance for older adults and much more

Why choose a Criminal Justice and Criminology major?

In the Criminal Justice and Criminology major, students may select one of four tracks in the field of criminal justice: Forensics, Homeland Security, Law Enforcement Management, or the General track. This major seeks to prepare educated and compassionate public servants for vocation in the criminal justice system. Students will be well positioned to pursue vocations predominantly in the government sector in criminal justice, or public policy and governance. They also are prepared to serve in non-government organizations (NGOs).

Why choose an English major?

English course work emphasizes clear, concise, careful, and correct writing and prepares a student to succeed as a writer, editor, and creator problem solver in a variety of language-critical professions. In professional settings, English majors are found in such positions as:

- Museum directors
- College Administration
- Television anchors
- Economists
- Astronauts
- Clergy
- Songwriters
- Business executives
- Supreme Court Justices
- Medical doctors
- College professors

Why choose a History major?

The History major offers flexibility in coursework as students explore their interests. Students will strengthen their information-gathering abilities, along with their organizational, analytical, research, and communication skills. Students graduating with a History major will have opportunities to move into:

- Graduate school
- Law school
- Ministry
- Education
- Museum and archives
- Government service
- Law enforcement
- Military intelligence
- Private business

Why choose a Multidisciplinary major?

In the Multidisciplinary major, students select two areas of interest and craft their own, personalized degree plan following the guidelines set forth by the College of Arts and Sciences. This major is perfect for the student who wants to pursue more than one passion, and seeks maximum flexibility in his/her undergraduate experience. A Capstone course is required to help prepare each student for his/her post-undergraduate plans, whether that be attending graduate school or launching a career.

Why choose a Political Science major?

If you were to look at the movers and shakers of the 20th century, it's likely that you would find that many of them majored in Political Science. Put simply, Political Science is the intensive study of power and influence. Who has it, who doesn't, and why or why not. If you want to learn to make history instead of just passively watching it pass you by, Political Science may be the major for you. Students with a Political Science major have the knowledge and skills to move into careers such as:

- Political activist
- Attorney
- Campaign operative
- City, state, or federal administrator
- Public Affairs advisor
- Corporate Information analyst
- Legislative Issues manager
- Foreign Service officer
- Journalist
- Lobbyist

Why choose a Psychology major?

As a psychology major, you will learn about theory, research, and practice of psychological science. Through your coursework you will enhance personal skills such as written communication and critical thinking. In addition, you will be able to take your understanding of people and groups into the “real world” to positively impact people around you. It is our hope that Psychology will be more than simply a major for you: we believe your journey through the field of Psychology will also promote a particular “way of being” towards others. Simply put, not only will you learn about the academic side of Psychology, but your experiences in the major will fundamentally and positively impact how you perceive and relate to others, whether at school, at work, or in your day-to-day interactions with family and/or friends. By the time you graduate, you will be prepared for a multitude of professions, including those in mental health services, human factors research, private industry, medicine, law, law enforcement, and the military.

Behavioral Sciences (BA)

The mission of the Behavioral Sciences major at Concordia University Texas is to provide students with a rigorous scientific education in psychology and sociology which, grounded in a Lutheran ethos and liberal arts philosophy, equips students to think critically about human behavior and the social world and subsequently, about ways to promote human well-being through their future vocations. Through the study of the person in environment--enhanced through research training, experiential learning, travel courses, and co-curricular opportunities--student encounter the complexity of diverse human beings, created in God’s image (imago dei) but living together in a fallen world. In response, students are encouraged to help individuals grow in psychological health, use research to solve problems at various systemic levels, and work for justice for all people.

This major is offered in the following modalities: traditional (day-time, face-to-face) only.

Requirements

Concordia Common Experience/General Education (42-44 credit hours)

Students are also encouraged to take the following course (or a higher level course) to fulfill their requirement:

- MTH 1323 Quantitative Literacy

Bachelor of Arts (BA) degree requirements (at least 9 credit hours)

- 3 hours from one of the following courses:
 - ENG 2301 World Literature: Classicism
 - HIS 2311 World History to 1500
 - HIS 2312 World History from 1500
 - HIS 3308 Asian History and Culture
 - HIS 3301 History of Mexico
 - HIS 3314 Traditions/Values of Classical Civilizations
 - PHL 3301 Survey of Western Philosophy

- Modern or Classical Language:
 - Complete two consecutive terms (at least six credit hours) of a non-English language.

Courses Required for the Major (49 credit hours)

- PSY 1311 Introduction to Psychology
- SOC 1301 Introduction to Sociology
- PSY/SOC 2341 Statistics for the Behavioral Sciences
- PSY/SOC 2491 Research Methods & Scientific Writing in the Behavioral Sciences
- SOC/HIS 2306 Race and Ethnic Relations
- PSY 2301 Life Span Development
- SOC 3321 Sociological Theory
- PSY/SOC 3330 Social Psychology
- CRIJ 3300 Faith and Justice
- Choose two courses:
 - PSY 3341 Abnormal Psychology
 - PSY 2302 Human Sexuality and Gender
 - PSY 3335 Learning and Memory
 - PSY 3332 Personality Theories
 - PSY 4360 Special Topics in the Behavioral Sciences
- Choose two courses:
 - SOC 3302 Marriage & Family
 - SOC 3331 Sociology of Children and Childhood
 - SOC 3303 Social Gerontology
 - SOC/CRIJ 3311 Criminology and Crime
 - SOC 4360 Special Topics in the Behavioral Sciences
- SOC 3305 Introduction to Social Work
- Choose one course:
 - PSY 3331 Introduction to Counseling Skills
 - COM/PSY 3304 Group Dynamics
 - COM/PSY 3325 Interpersonal Relationships
- Choose one course:
 - SOC 33XX Social Welfare and Social Policy
 - SOC/PSY 4310 Behavioral Sciences Internship

Outcomes

- Students completing the baccalaureate program in Behavioral Sciences will have mastered a basic working knowledge of the major concepts in the fields of sociology and psychology, the primary disciplines that comprise the major, and will be prepared for their first position in the field and/or graduate school admission.
- Students will attain competence in basic behavioral science research skills.
- Students will demonstrate cross-cultural awareness and sensitivity.

Criminal Justice and Criminology Major (BA)

The Criminal Justice and Criminology (“CRIJ”) major is designed to offer a strong theoretical and practical foundation in the related fields of criminal justice and criminology, viewing both fields through a Christian lens. Students are prepared for careers in a diverse array of positions or for entry into graduate or professional programs. Restorative justice concepts are included while developing Christian leaders whose vocation will be to deal with crime in all of its forms, levels, participants, and consequences.

In combination with thirty-one credit hours of required courses, CRIJ students will select twelve credit hours of courses in a general concentration. The Generalist Concentration is designed for the student who desires a career in local, state, or federal law enforcement communities or as preparation for graduate studies. Students interested in an introduction to this discipline are advised to take CRIJ 1301-Introduction to Criminal Justice. This course counts toward the requirements for the major.

This major and each concentration is offered in the following modalities: traditional (day-time, face-to-face) and fully online.

Requirements

Concordia Common Experience/General Education (42-44 credit hours)

Bachelor of Arts (BA) degree requirements (at least 9 credit hours)

- 3 hours from one of the following courses:
 - ENG 2301 World Literature: Classicism
 - HIS 2311 World History to 1500
 - HIS 2312 World History from 1500
 - HIS 3308 Asian History and Culture
 - HIS 3301 History of Mexico
 - HIS 3314 Traditions/Values of Classical Civilizations
 - PHL 3301 Survey of Western Philosophy
- Modern or Classical Language:
 - Complete two consecutive terms (at least six credit hours) of a non-English language.

Courses Required for the Major (31 credit hours)

- CRIJ 1301 Introduction to Criminal Justice
- Choose one course:
 - CRIJ 2313 Corrections, Probation, and Parole
 - CRIJ 2328 Police Systems and Practices
- CRIJ 3311 Criminology
- CRIJ 3314 Ethics in Criminal

- PSY 2341 Statistics for the Behavioral Sciences
- Choose one course:
 - PSY 2491 Research Methods and Scientific Writing for the Behavioral Sciences
 - CRIJ/POLS 3335 Social Science Methods
- CRIJ 3300 Faith and Justice
- Choose one course:
 - CRIJ 3377 Gender and Crime
 - CRIJ 3388 Race and Punishment
- CRIJ 3302 Criminal Law
- CRIJ 4350 Capstone Course

Concentration requirements:

General Specialized Concentration (12 credit hours)

- 12 hours of upper level CRIJ courses.

Outcomes

Student Learning Outcomes include students' demonstration of a thorough understanding of the following:

- Core criminal justice areas (law enforcement, courts, and corrections); ethics; law; types of crime, criminological and punitive theories; and the interplay between faith and justice, including restorative justice concepts;
- Effective oral and written communication practices;
- Basic social science research methods;
- Significant problems and potential solutions within the existing CJS framework;
- Career paths inside and outside of the Criminal Justice System.

English Major (BA)

The English program teaches a high level of skill in critically reading and writing about printed language. This prepares students to understand the evolution and character of American literature as it has been shaped by other cultures, and to experience the power of printed texts to create, illuminate, unite, and resolve conflicting ideas.

Students interested in an introduction to this discipline are advised to take ENG 1316 Academic Research and Writing. This course does not count toward the requirements for the major but does fulfill a Concordia Common Experience/General Education requirement.

This major and each concentration is offered in the following modalities: traditional (day-time, face-to-face) only.

Requirements

Concordia Common Experience/General Education (42-44 credit hours)

Bachelor of Arts (BA) degree requirements (at least 9 credit hours)

- 3 hours from one of the following courses:
 - ENG 2301 World Literature: Classicism
 - HIS 2311 World History to 1500
 - HIS 2312 World History from 1500
 - HIS 3308 Asian History and Culture
 - HIS 3301 History of Mexico
 - HIS 3314 Traditions/Values of Classical Civilizations
 - PHL 3301 Survey of Western Philosophy
- Modern or Classical Language:
 - Complete two consecutive terms (at least six credit hours) of a non-English language.

Courses Required for the Major (27 credit hours)

- ENG 1318 Technology for the Humanities
- ENG 2301 World Lit: Classicism
- ENG 2303 American Literature
- ENG 2305 Survey British Literature
- ENG 23XX Introduction to Literary Criticism
- ENG 3305 Poetry
- ENG 3303 Short Story
- ENG 3302 Drama
- ENG 4301 Special Topics in Literature
- ENG 4201 Senior Thesis I
- ENG 4101 Senior Thesis II
- Choose One:
 - REL 3333 Introduction to Christian Ethics
 - REL 3362 Narnia Meets Middle Earth
 - REL 3381 Major World Religions

Choose one concentration:

Literature Concentration (12 credit hours)

- ENG 3323 Shakespeare
- Choose One:
 - ENG 3301 The Novel - British
 - ENG 3308 The Novel - American
- ENG 3341 Hispanic Writers of the US
- ENG 4301 Special Topics in Literature (taken a second time with a different topic)

Writing Concentration (12 credit hours)

- ENG 3312 Business and Technical Writing
- ENG 3311 Advanced Writing
- ENG 3318 Writing for Publication

- ENG 3314 Creative Writing

English Education (for students who are double majoring in Education)

- EDU 3332 Teaching Writing with Adolescent Literature
- ENG 3311 Advanced Writing
- ENG 3323 Shakespeare
- Choose One:
 - EDU 3304 Children's Literature
 - ENG 3301 The Novel - British
 - ENG 3308 The Novel - American

Outcomes

When students graduate with a degree in English, they will be able to

- produce organized, thoughtful, grammatically correct, mature, and well supported responses to a variety of events and printed texts,
- express in print and speech an understanding of the significance of a variety of events and printed texts from multiple viewpoints; and
- suggest strategies for resolving conflicts that emerge from events and printed texts.

History Major (BA)

The History major offers flexibility in coursework as students explore their interests. They come to appreciate and respect the diversity of their own rich heritage, as well as that of others, and interpret responsibly the world around them. By strengthening students' information-gathering abilities, along with their organizational, analytical, research, and communication skills, the History major has prepared graduates for graduate and law school, and for professions in the ministry, higher education administration, government, law enforcement, military intelligence, and private business, just to name a few.

Students interested in an introduction to this discipline are advised to take HIS 1301 United States to 1877. This course counts toward the requirements for the major.

This major is offered in the following modalities: traditional (day-time, face-to-face) only.

Requirements

Concordia Common Experience/General Education (42-44 credit hours)

Bachelor of Arts (BA) degree requirements (at least 9 credit hours)

- 3 hours from one of the following courses:
 - ENG 2301 World Literature: Classicism

- HIS 2311 World History to 1500
- HIS 2312 World History from 1500
- HIS 3308 Asian History and Culture
- HIS 3301 History of Mexico
- HIS 3314 Traditions/Values of Classical Civilizations
- PHL 3301 Survey of Western Philosophy
- Modern or Classical Language:
 - Complete two consecutive terms (at least six credit hours) of a non-English language.

Courses Required for the Major (48 credit hours)

- HIS 1301 US to 1877
- HIS 1302 US from 1877
- HIS 1318 Technology for the Humanities
- HIS 2301 Historical Methods
- HIS 2306 Race and Ethnic Relations
- HIS 2311 World History to 1500
- HIS 2312 World History from 1500
- HIS 4201 Senior Thesis (capstone)
- HIS 4101 Senior Thesis Completion
- Choose one course:
 - ENG 3311 Advanced Writing
 - ENG 3318 Writing for Publication
- Choose one course:
 - REL 3341 Lutheran Doctrine
 - REL 3353 American Christianity
 - REL 3381 Major World Religions
- 18 hours of HIS coursework at the 3000-level or above with at least one course from each of the following categories:
 - United States
 - HIS 3341 Civil War Era
 - HIS 3342 The American West
 - HIS 3343 Post-WWII America
 - HIS 3344 American Environmental History
 - Europe
 - HIS 3314 Traditions and Values of Classical Civilizations
 - HIS 3352 History of the Middle Ages
 - World
 - HIS 3301 History of Mexico
 - HIS 3308 Asian History and Culture
 - HIS 3321 International Relations Since 1919
 - Applied History
 - HIS 3306 Introduction to Public History

- HIS 3302 Introduction to Policy History

Outcomes

When students graduate with a degree in History, they will be able to: take a position and support it through written and/or oral communication; make connections among past events and ideas as the events and ideas directly relate to present and future societal, cultural and cross-cultural, political, economic, religious events and ideas; recognize change and continuity in political, economic, social, cultural, and religious events and ideas in individual institutions (e.g. societies, nation-states, kingdoms, civilizations) and across multiple institutions and/or cultures; recognize causes and effects of political, economic, social, cultural, and religious events and ideas in individual institutions (e.g. societies, nation-states, kingdoms, civilizations) and across multiple institutions and/or cultures; and investigate how to apply historical thinking skills to problems outside the classroom to prepare for meaningful work.

Multidisciplinary Studies Major (BA)

The Multidisciplinary Major allows students to focus on two areas of academic study, develop critical thinking skills, and improve their ability to effectively speak and write.

This major and most concentrations are offered in the following modalities: traditional (day-time, face-to-face), hybrid, and fully online. See concentration list below for further details.

Requirements

Concordia Common Experience/General Education (42-44 credit hours)

Bachelor of Arts (BA) degree requirements (at least 9 credit hours)

- 3 hours from one of the following courses:
 - ENG 2301 World Literature: Classicism
 - HIS 2311 World History to 1500
 - HIS 2312 World History from 1500
 - HIS 3308 Asian History and Culture
 - HIS 3301 History of Mexico
 - HIS 3314 Traditions/Values of Classical Civilizations
 - PHL 3301 Survey of Western Philosophy
- Modern or Classical Language:
 - Complete two consecutive terms (at least six credit hours) of a non-English language.

Supporting Coursework (9 credit hours)

- Choose nine hours:

- ENG 2301 Survey of Classicism
- ENG 3311 Advanced Writing
- HIS 2311 World History to 1500
- HIS 2312 World History from 1500
- MUS 2350 Introduction to World Music and Culture + 1 Fine Art credit (e.g., MUS 11xx, applied music lesson)
- PHL 3301 Survey of Western Philosophy
- POLS 1303 American Government & Citizenship
- REL 3333 Introduction to Christian Ethics
- REL 3381 Major World Religions
- SOC 1301 Introduction to Sociology
- SOC/HIS 2306 Race and Ethnic Relations

Courses Required for the Major (38 credit hours)

- LDR 4101 Leadership Career and Capstone

Choose two concentrations

Choose two areas from the following list. In each concentration take eighteen credit hours, at least twelve hours of which must be upper-level; of which at least six upper-level credit hours in each block must be taken from Concordia University Texas. Courses cannot double count from one eighteen-hour concentration to another or from the Supporting Course list. While the major is available in each modality, not all concentrations are. Each concentration lists the available modalities as Traditional (day-time, face-to-face), Hybrid (evening, hybrid), or fully online.

Accounting - Traditional Only

Behavioral Sciences - Traditional Only

- 9 hours of SOC
- 9 hours of PSY
- Cannot pair with the PSY or SOC concentration

Biology - Traditional Only

Business - Traditional, Hybrid, Online

- Any course that satisfies the requirements of the BBA degree may be used

Chemistry - Traditional Only

Classical/Biblical Languages - Traditional Only

Communication - Traditional, Online

Computer Science - Traditional, Online

Criminal Justice and Criminology - Traditional, Online

English - Traditional Only

Education - Traditional, Hybrid, Online

- Any course that satisfies the requirements of EDU major may be used.
- This will not lead to teacher certification

Entrepreneurship - Traditional Only

Environmental Science - Traditional Only

Finance - Traditional Only

Fine Arts - Traditional Only

- Any course in music, theater, and art

Healthcare Administration - Traditional, Hybrid, Online

History - Traditional Only

Human Resource Management - Traditional, Hybrid, Online

Kinesiology - Traditional Only

Legal Studies - Traditional Only

- POLS 3322 Introduction to Law
- POLS 3302 Constitutional Law
- CRIJ 3302 Criminal Law
- COM 3308 Persuasive Communication
- Choose one course:
 - POLS 2116 Moot Court or MOAS Legal Committee
 - POLS 2X10 Internship (1-6 Hours)ENG 2311 Business & Technical Writing
- Choose One
 - ENG 3312 Business and Technical Writing
 - ENG 3311 Advanced Writing
 - ENG 3318 Writing for Publication
- Choose one course:
 - BADM 3321 Business Law
 - ESC 3303 Environmental Law
 - COM 3320 Media Law and Ethics
 - CRIJ 3307 Defense & Prosecution Practice and Strategies

Marketing - Traditional, Online

Management - Traditional, Hybrid, Online

Mathematics - Traditional Only

Music - Traditional Only

Physical and Earth Science - Traditional Only

- Any course in physics, chemistry, astronomy, geology, and geography

Political Science - Traditional Only

Pre-seminary Studies - Traditional Only

- Choose 12 hours
 - GRE 2311 Greek I
 - GRE 2312 Greek II
 - GRE 3313 Greek III
 - GRE 3314 Greek IV
 - GRE 4215 Advanced Greek Readings
 - HEB 3401 Biblical Hebrew I
 - HEB 3402 Biblical Hebrew II
 - HEB 4201 Biblical Hebrew Readings
- 4 hours MIN 1101 Ministry Preparation
- REL 3342 The Lutheran Confessions

Psychology - Traditional, Online

Religion - Traditional Only

Religious Education - Traditional Only

- this block does not qualify a student to be a registered church worker

Sociology - Traditional Only

Outcomes

- Multidisciplinary Majors will identify and demonstrate effective written and oral communication across a variety of mediums (e.g., research papers, public presentations, and team collaborations).
- Multidisciplinary Majors will participate in service learning projects (e.g., through course assignments) to fulfill Concordia's mission of "developing Christian leaders."
- Multidisciplinary Majors will demonstrate expertise in a field of study through their internships, capstone and experiential learning activities which will be summarized in their final portfolio and exit interview.

Political Science Major (BA)

The B.A. in Political Science from Concordia University Texas will prepare graduates to be professionally literate in the fields of law, politics, research, leadership and analytical reasoning. In this degree, there are 49 hours of required coursework, which includes political science, religion, and behavioral sciences courses, a thesis, scientific methods, and at least three semesters of practicum and/or service experience.

Students interested in an introduction to this discipline are advised to take POLS 1303 American Government and Citizenship. This course does not count toward the requirements for the major but may fulfill a Concordia Common Experience/General Education requirement.

This major is offered in the following modalities: traditional (day-time, face-to-face) only.

Requirements

Concordia Common Experience/General Education (42-44 credit hours)

Bachelor of Arts (BA) degree requirements (at least 9 credit hours)

- 3 hours from one of the following courses:
 - ENG 2301 World Literature: Classicism
 - HIS 2311 World History to 1500
 - HIS 2312 World History from 1500
 - HIS 3308 Asian History and Culture
 - HIS 3301 History of Mexico
 - HIS 3314 Traditions/Values of Classical Civilizations
 - PHL 3301 Survey of Western Philosophy
- Modern or Classical Language:

- Complete two consecutive terms (at least six credit hours) of a non-English language.

Courses Required for the Major (45 credit hours)

- POLS 3323 Principles of Political Science
- POLS 3332 American Political Institutions & Process
- POLS 3333 International Relations & Comparative Politics
- POLS 3334 Political Philosophies & Ideologies
- POLS 3335 Social Science Methods
- POLS 4335 POLS Leadership Capstone
- POLS 4136 POLS Undergraduate Thesis
- Nine hours of any upper level POLS course
- Choose One
 - ENG 3312 Business and Technical Writing
 - ENG 3311 Advanced Writing
 - ENG 3318 Writing for Publication
- Three hours of any hour upper level HIS course
- Three hours of any upper level COM course
- Three hours of any upper level REL course
- 3 courses from the following (courses may be repeated for credit):
 - POLS 2310 Government Internship [1-3 hour]
 - POLS 2116 Political Science Mock Practicum
 - XXX 3398 National/International Travel

Outcomes

The Bachelor of Arts degree in Political Science at Concordia University Texas was developed with three measurable objectives as follows:

- provide an assessed level of mastery and literacy in the areas of, American Politics, Law, General Political Science, and Social Science Research Methods;
- use an indirect assessment measure (student survey) to ascertain the pedagogical effectiveness of the Political Science program, and;
- insure that students can successfully integrate political/social concepts into a well written work of original research.

Psychology Major (BA)

The Psychology Major is designed to provide students a Christian environment in which to gain knowledge of core tenets of the discipline, with special emphasis on writing proficiency and career preparation. The major intentionally encourages students to take advantage of program offerings beyond the classroom such as symposia, informational workshops, internships, research experience, and study abroad opportunities. Students will select the Professional, General, or the Academic track. A Writing Portfolio must be completed to be eligible to graduate with this degree.

Students interested in an introduction to this discipline are advised to take PSY 1311 Introduction to Psychology. This course counts toward the requirements for the major.

This major and each concentration is offered in the following modalities: traditional (day-time, face-to-face) and fully online.

Requirements

Concordia Common Experience/General Education (42-44 credit hours)

Bachelor of Arts (BA) degree requirements (at least 9 credit hours)

- 3 hours from one of the following courses:
 - ENG 2301 World Literature: Classicism
 - HIS 2311 World History to 1500
 - HIS 2312 World History from 1500
 - HIS 3308 Asian History and Culture
 - HIS 3301 History of Mexico
 - HIS 3314 Traditions/Values of Classical Civilizations
 - PHL 3301 Survey of Western Philosophy
- Modern or Classical Language:
 - Complete two consecutive terms (at least six credit hours) of a non-English language.

Supporting Coursework

- PSY 1311 Introduction to Psychology
- SOC 1301 Introduction to Sociology
- PSY 2303 Lutheran Ethos and Psychology

Courses Required for the Major (19 credit hours)

- PSY 2300 Careers and Vocation in Psychology
- PSY 2341 Statistics for the Behavioral Sciences
- PSY 2491 Research Methods and Scientific Writing in the Behavioral Sciences
- PSY 3302 Cognitive Psychology
- PSY 3330 Social Psychology
- PSY 3332 Personality Theory

Choose One Concentration

Professional Concentration (9 credit hours)

- PSY 3331 Introduction to Counseling Skills
- PSY 3341 Abnormal Psychology
- Choose one course:
 - PSY 2302 Human Sexuality & Gender

- PSY 3335 Health Psychology
- PSY 3304 Group Dynamics
- PSY 3325 Interpersonal Relationships

Academic Concentration (9-10 credit hours)

- PSY 3305 Learning and Memory
- PSY 3306 Sensation & Perception
- Choose one course:
 - PSY 3303 Neuropsychology
 - PSY 3350 Biopsychology
 - PSY 3406 Animal Behavior

General Concentration (9 credit hours)

This track is designed for students who wish to have general coursework in psychology. Students may select any three upper-level PSY courses (beyond those listed in the major requirements) to fulfill this track.

Writing Portfolio

The Psychology major of Concordia University Texas (CTX) recognizes writing both as a mechanism of communication that is essential in the broader professional workforce and as a critical element of undergraduate study. Specifically, persons trained in psychology should be comfortable both reading and writing in a scientific manner. The Writing Portfolio will consist of three papers done in PSY courses at CTX that have been rated by a course instructor as either "Exemplary" (i.e., warranting a grade of A) or "Good" (i.e., warranting a grade of B) in quality regarding both content and style.

Outcomes

Goal 1: Knowledge Base of Psychology

- Outcome 1: Explain why psychology is a science
- Outcome 2: Use concepts, language, and major theories of the discipline to account for psychological phenomena
- Outcome 3: Explain major perspectives of psychology
- Outcome 4: Use theories to explain and predict behavior and mental processes

Goal 2: Research Methods in Psychology

- Outcome 1: Understand the APA Ethics Code
- Outcome 2: Explain different research methods used by psychologists
- Outcome 3: Interpret basic statistical results
- Outcome 4: Evaluate the validity of conclusions presented in research reports
- Outcome 5: Design basic studies to address psychological questions using appropriate statistical techniques and research methods

Goal 3: Critical Thinking Skills in Psychology

- Outcome 1: Evaluate the quality of information, including differentiating empirical evidence from speculation
- Outcome 2: Challenge claims that arise from myth, stereotype, or untested assumption
- Outcome 3: Use scientific principles and evidence to resolve conflicting claims
- Outcome 4: Make linkages or connections between diverse facts, theories, and observation
- Outcome 5: Intentionally pursue unusual approaches to problems, and evaluate new ideas with an open but critical mind
- Outcome 6: Develop sound arguments based on reasoning and evidence
- Outcome 7: Identify weak, contradictory, and inappropriate assertions
- Outcome 8: Evaluate the quality of solutions and revise as needed

Goal 4: Writing in Psychology

- Outcome 1: Use APA style effectively in empirically based reports, literature reviews, and theoretical papers
- Outcome 2: Demonstrate professional writing conventions (e.g., grammar, formality) appropriate to purpose and context
- Outcome 3: Articulate ideas thoughtfully and purposefully

Goal 5: Personal Relevance in Psychology

- Outcome 1: Identify appropriate applications of psychology in solving problems, such as:
 - The pursuit and effect of healthy lifestyles
 - The resolution of interpersonal conflicts
- Outcome 2: Recognize that sociocultural contexts may influence the application of psychological principles in solving social problems
- Outcome 3: Apply psychological concepts, theories, and research findings as these relate to everyday life
- Outcome 4: Identify personal, sociocultural, and professional values
- Outcome 5: Self-assess performance quality accurately
- Outcome 6: Enact self-management strategies that maximize healthy outcomes
- Outcome 7: Identify preferred career paths based on accurate self-assessment of abilities, achievement, motivation, and work habits

Goal 6: “Religious Faith” in Psychology

- Outcome 1: Display high standards of Christian values and personal integrity with others
- Outcome 2: Identify how tenets of Christianity inform the knowledge of behaviors and mental processes
- Outcome 3: Explain how religious belief influences interactions with others
- Outcome 4: Exemplify Christian leadership and caring interaction via design of and/or participation in servant leadership-oriented activities, including worship and social opportunities

*Adapted from the American Psychological Association’s Guidelines for the Undergraduate Psychology Major (2007)

Behavioral Sciences Minor (18 credit hours)

- PSY 1311 Introduction to Psychology
- SOC 1301 Introduction to Sociology
- 6 credit hours in Psychology (3 of these must be upper-level hours)
- 6 credit hours in Sociology (3 of these must be upper-level hours)

Biblical Languages Minor (20 credit hours)

This minor is offered in the following modalities: traditional (day-time, face-to-face) only.

- GRE 2311 Greek I
- GRE 2312 Greek II
- GRE 3313 Greek III
- GRE 3314 Greek IV
- HEB 3401 Biblical Hebrew I
- HEB 3402 Biblical Hebrew I

Criminal Justice and Criminology Minor (18 credit hours)

This minor is offered in the following modalities: traditional (day-time, face-to-face) and fully online.

- CRIJ 1301 Introduction to Criminal Justice (prerequisite for all CRIJ courses)
- CRIJ 2313 Corrections, Probation, and Parole
- CRIJ 2328 Police Systems and Practices
- CRIJ 3311 Criminology
- Six hours any upper level CRIJ course

Hispanic Studies Minor (21 credit hours)

This minor is offered in the following modalities: traditional (day-time, face-to-face) only.

- SPN 2311 Spanish III
- SPN 2312 Spanish IV
- ENG 3341 Hispanic Writers of the US
- HIS/SOC 2306 Race and Ethnic Relations
- HIS/SOC 3304 History and Culture of the Mexican American
- HIS 3301 History of Mexico
- HIS 3320 Latin American Seminar

Legal Studies Minor (19 credit hours)

This minor is offered in the following modalities: traditional (day-time, face-to-face) only.

Recommended for Pre-Law Students

- POLS 3322 Introduction to Law
- POLS 3302 Constitutional Law

- CRIJ 3302 Criminal Law
- COM 3308 Persuasive Communication
- Choose one course:
 - POLS 2116 Moot Court or MOAS Legal Committee
 - POLS 2X10 Internship (1-6 Hours)ENG 2311 Business & Technical Writing
- Choose One
 - ENG 3312 Business and Technical Writing
 - ENG 3311 Advanced Writing
 - ENG 3318 Writing for Publication
- Choose one course:
 - BADM 3321 Business Law
 - ESC 3303 Environmental Law
 - COM 3320 Media Law and Ethics
 - CRIJ 3307 Defense & Prosecution Practice and Strategies

Political Science Minor (18 credit hours)

This minor is offered in the following modalities: traditional (day-time, face-to-face) only.

- POLS 3323 Principles of Political Science
- POLS 2332 American Political Institutions & Processes
- POLS 3333 International Relations & Comparative Politics
- Choose One
 - POLS 3302 Constitutional Law
 - POLS 3322 Introduction to Law
- 6 hours of 2000 or 3000 level POLS courses

Pre-Seminary Studies Minor (19 credit hours)

This minor is offered in the following modalities: traditional (day-time, face-to-face) only.

- Choose 12 hours
 - GRE 2311 Greek I
 - GRE 2312 Greek II
 - GRE 3313 Greek III
 - GRE 3314 Greek IV
 - GRE 4215 Advanced Greek Readings
 - HEB 3401 Biblical Hebrew I
 - HEB 3402 Biblical Hebrew II
 - HEB 4201 Biblical Hebrew Readings
- 4 hours MIN 1101 Ministry Preparation
- REL 3342 The Lutheran Confessions

Writing Minor (18 credit hours)

This minor is offered in the following modalities: traditional (day-time, face-to-face) only.

- ENG 3312 Business and Technical Writing
- ENG 3314 Creative Writing
- ENG 3311 Advanced Writing
- ENG 3318 Writing for Publication
- 6 credit hours of 2000 level or higher ENG course

School of Natural and Applied Sciences

Dr. Philip Schielke, School Director

Mission and Overview

The School of Natural and Applied Science offers majors in chemistry, computer science, biology, environmental science, kinesiology, and mathematics. Courses in these areas as well as in physics, geology, and astronomy provide outstanding instruction to meet core graduation requirements of students in all majors. Offering the Bachelor of Arts (BA) and Bachelor of Science (BS) degrees, the School seeks to prepare students with the wide variety of experiences necessary for successful careers as well as for continuing education in graduate school. The School is committed to small class sizes, close interpersonal relationships, and open dialog that encourage students to explore scientific boundaries and complex issues within the context of the faith and values philosophy of the university.

Excellent classroom and laboratory facilities are complemented by a 255-acre unit of the Balcones Canyonlands Preserve on the main campus as well as the Friesenhahn Cave Preserve, a world-renowned fossil site in San Antonio. Entrusted with these unique resources the College engages students, faculty, and community in collaborative efforts to study and sustainably manage them. Experiential learning is emphasized as students have the opportunity to participate both domestically and abroad in a number of field courses, internships, service projects, and practicums.

Why Choose a Degree from the School of Natural and Applied Sciences?

Look at any list of growing employment areas. Most of the jobs listed will be in the area of science and technology. A degree from the College of Science can prepare you for a strong entry-level job, or it can lay the foundation for further education leading to careers like Research Scientist, Engineer, Physician, Physical Therapist, Mathematical Analyst and more.

Why choose a Biology major?

A major in Biology prepares you for:

- Entering graduate school in many science fields
- Entering medical school

- Finding a well-paying career in a variety of fields, such as agribusiness, optometry, public health, pharmacology, environmental science, physician assistant programs, and even the petroleum industry.

Why choose a Chemistry major?

A major in Chemistry prepares you for:

- Entering graduate school in many science fields
- Entering medical school
- Finding jobs that pay well in a wide variety of areas, from agribusiness to the petroleum industry.

Why choose a Computer Science major?

A major in Computer Science prepares you for:

- Entering graduate school in computer science fields
- Working for companies like Dell, Union Pacific, Engineering firms, Instrumentation manufacturers, and more—almost all industries today need Computer Science majors.
- Finding a job that pays well and provides a work environment (including both standard hours and the possibility of working online) that allow maximum engagement with family and children.

Why choose an Environmental Science and Conservation major?

A major in Environmental Science and Conservation prepares you for:

- Working to preserve and protect our natural resources, whether in the field or through planning and legislation.
- Working for state or national park services, field research organizations, and environmental industries, and other science-related careers.
- Entering graduate school to further your education in the area.

Why choose a Kinesiology major?

A major in Kinesiology prepares you for:

- Working as a sport coach, strength coach, personal trainer, sport or recreation administrator, and other health and wellness-related professions
- Entering a graduate program in physical therapy, athletic training, occupational therapy, or others
- Moving into your profession knowing how to maintain your own physical health and performance at high levels that will foster your success in any field.

Why choose a Mathematics major?

A major in Mathematics prepares you for:

- Working in industry; industries look for students who major in mathematics because they have the problem solving skills and analytical skills industry needs.
- Working in programming, teaching, actuarial science, statistics, operations research analysis, and many more math-oriented fields.

- Multiple job offers because employees with mathematics degrees are in high demand.

Biology Major (BA)

The Bachelor of Arts in Biology degree is designed to provide exploration into the field of Biology. Students will develop an understanding of the biological sciences and promote stewardship of the biotic environment. Students interested in an introduction to this discipline are advised to take BIO 1403 Cellular and Molecular Biology as soon as possible. This course counts toward the requirements for the major.

This major is offered in the following modalities: traditional (day-time, face-to-face) only.

Requirements

Concordia Common Experience/General Education (42-44 credit hours)

Bachelor of Arts (BA) degree requirements (at least 9 credit hours)

- 3 hours from one of the following courses:
 - ENG 2301 World Literature: Classicism
 - HIS 2311 World History to 1500
 - HIS 2312 World History from 1500
 - HIS 3308 Asian History and Culture
 - HIS 3301 History of Mexico
 - HIS 3314 Traditions/Values of Classical Civilizations
 - PHL 3301 Survey of Western Philosophy
- Modern or Classical Language:
 - Complete two consecutive terms (at least six credit hours) of a non-English language.

Supporting Coursework (8 credit hours)

- CHE 1341 Chemistry I
- CHE 1141 Chemistry I Lab
- CHE 1342 Chemistry II
- CHE 1142 Chemistry II Lab

Courses Required for the Major (50 credit hours)

- BIO 1402 General Zoology
- BIO 1403 Cellular and Molecular Biology
- BIO 2403 General Botany
- BIO 3404 Genetics
- 3 hours any upper level REL course
- 15 hours from the following:
 - Any 3000 or 4000 level BIO course

- SCI 4310 Natural Science Research Project
- SCI 3303 Geology and Ecology of the Southwest US
- SCI 3304 Geology and Ecology of Hawaii
- 16 hours upper level any subject

Outcomes

- Produce graduates who understand what the enterprise of science is and how key ideas in biology are developed.
- Produce graduates who understand the structures, concepts and processes related to life at the various levels of biological organization.
- Produce graduates who are skillful in biological research and equipment use, including the ability to think logically and analytically, as well as proficiency in written and oral communication.
- Produce graduates who are satisfied with their biology education after they leave the university.
- Produce graduates who have an understanding of biblical morality, are able to make ethical decisions, and are sensitive to protecting biological, human and environmental health.

Biology Major (BS)

The Bachelor of Science in Biology degree is designed to educate students in the breadth of subject matter encompassed by the biological sciences. Through critical thinking, hands-on experience, research, and investigation, students will develop an understanding of the field of Biology and gain a strong foundation for entry into a broad spectrum of graduate programs and careers in the biological sciences. Students interested in an introduction to this discipline are advised to take BIO 1403 Cellular and Molecular Biology. This course counts toward the requirements for the major.

This major is offered in the following modalities: traditional (day-time, face-to-face) only.

Requirements

Concordia Common Experience/General Education (42-44 credit hours)

Supporting Coursework (3 credit hours)

- MTH 2301 Intro to Statistics
- CHE 1341 Chemistry I
- CHE 1141 Chemistry I Lab
- CHE 1342 Chemistry II
- CHE 1142 Chemistry II Lab
- CHE 2401 Organic Chemistry I

- MTH 2401 Calculus I
- PHY 1401 Physics I

Courses Required for the Major (44-46 credit hours)

- BIO 1402 General Zoology
- BIO 1403 Cellular and Molecular Biology
- BIO 2403 General Botany
- BIO 3404 Genetics
- CHE 2403 Organic Chemistry II
- PHY 1402 Physics II
- Choose one course:
 - REL 3333 Introduction to Christian Ethics
 - REL 3346 A Christian View of Nature
 - Any upper level REL course
- Choose one course:
 - BIO 4410 Biological Science Research Project
 - SCI 4310 Natural Science Research Project
- Choose 15 hours (No more than 6 hours may be field courses):
 - BIO 3303 Native Plants
 - BIO 3302 Tropical Biology
 - BIO 3310 Nutrition
 - BIO 3320 Biochemistry
 - BIO 3350 Biopsychology
 - BIO 3370 Ecology of the Pacific Northwest
 - BIO 3399 Independent Study
 - BIO 3401 General Microbiology
 - BIO 3403 General Ecology
 - BIO 3406 Animal Behavior
 - BIO 3411 Human Anatomy & Physiology I
 - BIO 3412 Human Anatomy & Physiology II
 - BIO 3420 Developmental Biology
 - BIO 4410 Biological Science Research
 - BIO 4330 Exercise Physiology
 - SCI 3303 Geology and Ecology of the Southwest US
 - SCI 3304 Geology and Ecology of Hawaii
 - SCI 4310 Natural Science Research Project

Outcomes

- Produce graduates who understand what the enterprise of science is and how key ideas in biology are developed.

- Produce graduates who understand the structures, concepts and processes related to life at the various levels of biological organization.
- Produce graduates who are skillful in biological research and equipment use, including the ability to think logically and analytically, as well as proficiency in written and oral communication. Produce graduates who are satisfied with their biology education after they leave the university.
- Produce graduates who have an understanding of biblical morality, are able to make ethical decisions, and are sensitive to protecting biological, human and environmental health.

Chemistry Major (BS)

A Bachelor of Science in Chemistry with a Materials Science focus will provide prospective chemistry majors with a more flexible program of study that allows for the exploration of business best practices necessary in the currently expanding Central Texas microelectronics workforce. The BS develops a broad knowledge of chemistry which equips students with abilities to solve modern problems and answer critical questions in our future workforce environment. Students will be employable in industry in not only the Central Texas area but nationally. Students interested in an introduction to this discipline are advised to take CHE 1400-Introduction to Chemistry. This course does not count toward the requirements for the major.

This major is offered in the following modalities: traditional (day-time, face-to-face) only.

Requirements

Concordia Common Experience/General Education (42-44 credit hours)

Supporting Coursework (26 credit hours)

- MTH 2401 Calculus I
- MTH 2402 Calculus II
- MTH 3410 Calculus III
- MTH 3317 Differential Equations
- PHY 1401 Physics I
- PHY 1402 Physics II
- Choose one course:
 - REL 3333 Introduction to Christian Ethics
 - REL 3346 A Christian View of Nature

Courses Required for the Major (49 credit hours)

- CHE 1341 General Chemistry I
- CHE 1141 General Chemistry I Lab
- CHE 1342 Chemistry II

- CHE 1142 Chemistry II Laboratory
- CHE 2401 Organic Chemistry I
- CHE 2403 Organic Chemistry II
- CHE 3401 Analytical Chemistry
- CHE 4301 Physical Chemistry I
- CHE 4302 Physical Chemistry II
- CHE 4201 Physical Chemistry Lab
- CHE 3301 Inorganic Chemistry
- CHE 4401 Chemistry Capstone
 - can replace with SCI 4310 or BIO 4410 with instructor approval
- 3 additional upper level CHE credit hours
- 11 additional upper level CHE, BIO, SCI, ESC, CSC, or MTH hours

Outcomes

- Students will be able to write and balance chemical equations given to them in English.
- Students will be able to mathematically solve stoichiometry relationships in all phases of matter.
- Students will be able to describe chemical bonding and molecular geometry to explain chemical reactivity.
- Students will develop skills in teamwork through laboratory projects, including writing formal laboratory reports and oral research poster presentations.

Computer Science Major (BA)

The Computer Science Major (BA) is modeled after the Association for Computing Machinery (ACM) recommendations. In the required courses, students develop both the theoretical and the practical skills needed to design computer software systems; to understand computer hardware; to write software; to perform mathematical analysis of algorithms and performance studies; and to reason clearly, think analytically, and solve problems.

This major is offered in the following modalities: traditional (day-time, face-to-face) and fully online.

Requirements

Concordia Common Experience/General Education (42-44 credit hours)

Bachelor of Arts (BA) degree requirements (at least 9 credit hours)

- 3 hours from one of the following courses:
 - ENG 2301 World Literature: Classicism
 - HIS 2311 World History to 1500
 - HIS 2312 World History from 1500

- HIS 3308 Asian History and Culture
- HIS 3301 History of Mexico
- HIS 3314 Traditions/Values of Classical Civilizations
- PHL 3301 Survey of Western Philosophy
- Modern or Classical Language:
 - Complete two consecutive terms (at least six credit hours) of a non-English language.

Supporting Coursework (23-24 credit hours)

- MTH 2301 Introduction to Statistics
- Choose one course
 - MTH 2401 Calculus I
 - MTH 1332 Applied Calculus
- REL 3333 Introduction to Christian Ethics
- CIS 1300 Technology of the Digital Age
- Choose one course:
 - CHE 1400 Introductory Chemistry
 - CHE 1341 Chemistry I and CHE 1141 Chemistry I Lab
 - PHY 1401 Physics I
- One additional Science course (Any designation)
- Choose one course:
 - COM 2314 Communication Technology
 - BADM 3371 Management Information Systems
 - BADM 3380 Production and Ops Management
 - EDU 3323 Educational Technology

Courses Required for the Major (37 credit hours)

- CSC 1401 Introduction to Computer Science I
- CSC 1402 Introduction to Computer Science II
- CSC 2305 Discrete Structures
- CSC 2301 Introduction to Computer Organizations & Assembly Language
- CSC 2403 Data Structures and Algorithm Analysis
- CSC 4405 Software Engineering (capstone)
- CSC 4310 Computer Science Internship
- Choose two courses:
 - CSC 3302 Operating Systems
 - CSC 3303 Computer Architecture
 - CSC 3311 Programming Language Concepts
- Plus two (2) additional courses from any CSC 3000 level courses or CSC 4000 level courses

Outcomes

- Students will be able to synthesize or extend an existing computing solution to a problem given to them in English.
- Students will be able to detect and correct syntax and logical errors in computer programs
- Students will be able to describe the hardware and software factors that affect the run-time and memory efficiency of computer programs.
- Students will develop skills in teamwork through software design projects, including documentation, and pair programming assignments.
- Students will be able to describe computer code and Computer Science related concepts both orally and in writing.

Computer Science Major (BS)

The Computer Science Major (BS) is modeled after the Association for Computing Machinery (ACM) recommendations, which requires 39 hours of computer science and 18 hours of mathematics courses. In the required courses, students develop both the theoretical and the practical skills needed to design computer systems; to design, install, or repair computer hardware; to write software; to perform mathematical analysis of algorithms and performance studies; and to reason clearly, think analytically, and solve problems.

This major and each concentration is offered in the following modalities: traditional (day-time, face-to-face) only.

Requirements

Concordia Common Experience/General Education (42-44 credit hours)

Supporting Coursework (29-30 credit hours)

- MTH 2401 Calculus I
- MTH 2402 Calculus II
- MTH 2301 Introduction to Statistics
- MTH 3311 Linear Algebra
- REL 3333 Introduction to Christian Ethics
- CIS 1300 Technology of the Digital Age
- SCI 3301 Astronomy
- Choose one set:
 - Chemistry
 - CHE 1341 Chemistry I
 - CHE 1141 Chemistry I Lab
 - CHE 1342 Chemistry II
 - CHE 1142 Chemistry II Lab
 - Physics

- PHY 1401 Physics I
 - PHY 1402 Physics II
- Choose One Course:
 - Any 2000 level or above PHY or CHE course
 - BIO 1401
 - BIO1403
 - SCI 1402
 - ESC 1302
 - GLG 3301
 - PHY 1401
 - SCI 1402
 - SCI 3301
 - CHE 1341 and CHE 1141

Courses Required for the Major (46 credit hours)

- CSC 1401 Introduction to Computer Science I
- CSC 1402 Introduction to Computer Science II
- CSC 2305 Discrete Structures
- CSC 2301 Introduction to Computer Organization & Assembly Language
- CSC 2403 Data Structures and Algorithm Analysis
- CSC 3302 Operating Systems
- CSC 3303 Computer Architecture
- CSC 3311 Programming Language Concepts
- CSC 4405 Software Engineering (capstone)
- CSC 4310 Computer Science Internship
- Plus four (4) additional courses from any CSC 3000 level courses or CSC 4000 level courses

Optional Concentration

Software Engineering (12 credit hours)

- CSC 3340 Software Testing
- CSC 3341 Software Requirements Engineering
- CSC 3342 Software Architecture and Design
- CSC 3343 Software Design Project

Outcomes

- Students will be able to synthesize or extend an existing computing solution to a problem given to them in English.
- Students will be able to detect and correct syntax and logical errors in computer programs
- Students will be able to describe the hardware and software factors that affect the run-time and memory efficiency of computer programs.

- Students will develop skills in teamwork through software design projects, including documentation, and pair programming assignments.
- Students will be able to describe computer code and Computer Science related concepts both orally and in writing.

Environmental Science and Conservation Major (BA)

The Environmental Science and Conservation major requires students to examine the relationship between humans and the environment and prepares them to minimize human impact on environmental systems. The program follows a project-based curriculum and emphasizes field experiences, many of which take place in Concordia's nature preserve. Majors have numerous opportunities to work with local government agencies and volunteer groups solving critical environmental problems. Students interested in field work and technological solutions should consider the Bachelor of Science, which has a greater emphasis on the sciences. Students interested in communication and collaborative problem-solving should consider the Bachelor of Arts, which emphasizes the humanities and social sciences.

Students interested in an introduction to this discipline are advised to take ESC 1302 Introduction to Environmental Science and ESC 1102L Introduction to Environmental Science Lab. These courses count toward the requirements for the major and familiarize students with key concepts in project-based learning and applied conservation. Students should also immediately engage in extracurricular work through the Environmental Science and Conservation Department and the Office of Environmental Stewardship.

This major is offered in the following modalities: traditional (day-time, face-to-face) only.

Requirements

Concordia Common Experience/General Education (42-44 credit hours)

Bachelor of Arts (BA) degree requirements (at least 9 credit hours)

- 3 hours from one of the following courses:
 - ENG 2301 World Literature: Classicism
 - HIS 2311 World History to 1500
 - HIS 2312 World History from 1500
 - HIS 3308 Asian History and Culture
 - HIS 3301 History of Mexico
 - HIS 3314 Traditions/Values of Classical Civilizations
 - PHL 3301 Survey of Western Philosophy
- Modern or Classical Language:
 - Complete two consecutive terms (at least six credit hours) of a non-English language.

Courses Required for the Major (46 credit hours)

- ESC 1302 Introduction to Environmental Science
- Choose one course:
 - ESC 1102L Introduction to Environmental Science Lab
 - ESC 1102H Honors Environmental Science
- ESC 3306 Natural Resources Conservation
- 9 Credit Hours of upper level ESC courses
- Choose two courses:
 - BIO 1402 General Zoology
 - BIO 2403 General Botany
 - BIO 3303 Native Plants
 - BIO 3403 General Ecology
 - CHE 1341 Chemistry I
 - CHE 1141 Chemistry I Lab
 - CHE 1342 Chemistry II
 - CHE 1142 Chemistry II Lab
 - GLG 3301 Geology
 - PHY 1401 Physics I
- REL 3346 A Christian View of Nature
- Choose one course:
 - COM 2308 Writing for the Media and Public Relations
 - ENG 2311 Business and Technical Writing
 - ECO 2301 Introduction to Macroeconomics
- Choose one course:
 - ESC 3303 Environmental Law
 - POLS 3301 Environmental Policy
- Choose one course:
 - COM 3308 Persuasive Communication
 - COM 3310 Public Relations
 - COM 3350 Conflict Resolution
- ESC 4310 Environmental Science Internship
- Completion of Capstone Project
- Completion of Professional Portfolio

Environmental Science and Conservation Major (BS)

The Environmental Science and Conservation Major emphasizes the relationship between humankind and the natural world, prepares students to recognize the impact of human interventions on environmental systems, and provides students with the skills and knowledge necessary to be effective stewards of our environment. The fields of Environmental and Conservation Science are highly multidisciplinary, combining elements from the sciences and the social sciences.

Students interested in an introduction to this discipline are advised to take ESC 1302 Introduction to Environmental Science & ESC 1101 Environmental Careers Seminar. These courses count toward the requirements for the major.

This major is offered in the following modalities: traditional (day-time, face-to-face) only.

Requirements

Concordia Common Experience/General Education (42-44 credit hours)

Supporting Coursework (7 credit hours)

- MTH 2301 Introduction to Statistics
- MTH 2401 Calculus I

Courses Required for the Major (53 credit hours)

- ESC 1302 Introduction to Environmental Science
- Choose one course:
 - ESC 1102L Introduction to Environmental Science Lab
 - ESC 1102H Honors Environmental Science
- ESC 3306 Natural Resources Conservation
- ESC/CSC 1410 Introduction to Geographic Information Systems
- Choose one course:
 - BIO 1402 General Zoology
 - BIO 2403 General Botany
- CHE 1341 Chemistry I
- CHE 1141 Chemistry I Lab
- Choose two courses:
 - BIO 1402 General Zoology
 - BIO 2403 General Botany
 - BIO 3303 Native Plants
 - BIO/ESC 3403 General Ecology
 - CHE 1342 Chemistry II and CHE 1142 Chemistry II Lab
 - CHE 2401 Organic Chemistry I
 - GLG 3301 Geology
 - PHY 1401 Physics I
- REL 3346 A Christian View of Nature
- ENG 3312 Business and Technical Writing
- ECO 2301 Introduction to Macroeconomics
- Choose one course:
 - ESC 3303 Environmental Law
 - POLS 3301 Environmental Policy
- Choose one course:
 - COM 3308 Persuasive Communication

- COM 3310 Public Relations
- COM 3350 Conflict Resolution
- Four Credit Hours:
 - Any 3 hours BIO or SCI travel course
 - ESC 1201 Fall Texas Master Naturalist Certification
 - ESC 1202 Spring Texas Master Naturalist Certification
 - Any Field Biology of Texas
- ESC 4310 Environmental Science Internship
- Completion of Capstone Project
- Completion of Professional Portfolio

Outcomes

- Students will communicate clearly, logically and creatively through written and oral communication, in individual and group projects
- Students will think logically and analytically to problem solve through abstract thought, the use of computers and the methods of science
- Students will develop expertise in a specific field of study (CTX 9+1). As written in the ESC Program Strategic Plan, the program will help students develop expertise in these focus areas: wildlife management; water resources management; environmental education and communication; and planning and regulatory compliance.
- Students will articulate the aesthetic, ecological, and human health value of all creatures and places, not just those that are iconic, charismatic, or economically important
- Students will actively engage in internships, volunteer work, and community outreach

Kinesiology Major (BS)

Kinesiology is the study of human movement. The mission of the Kinesiology major is to prepare students who understand the physiological and anatomical underpinnings of human movement, and who will be able to design and administer effective wellness and sport programs. Required coursework will develop a firm foundation for careers in coaching, physical rehabilitation, or fitness and sport management.

This major is offered in the following modalities: traditional (day-time, face-to-face) only.

Requirements

Concordia Common Experience/General Education (42-44 credit hours)

Courses Required for the Major (48 credit hours)

- KIN 1302 First Aid and Safety
- KIN 2301 Personal and Community Health
- KIN 2330 Prevention & Treatment of Movement Injuries
- KIN 3311 Musculoskeletal Anatomy & Biomechanics

- KIN 3313 Motor Development and Learning
- KIN 3316 Evaluation in Physical Education and Sport
- KIN 4330 Exercise Physiology
- BIO 3411 Human Anatomy and Physiology I
- MTH 1351 College Algebra
- MTH 1332 Applied Calculus
- MTH 2301 Statistics
- CHE 1341 Chemistry I
- CHE 1141 Chemistry I Lab
- BIO 1403 Cellular and Molecular Biology
- KIN 4310 Kinesiology Internship
- Any upper level REL course

Choose one concentration:

Generalist Concentration (21 credit hours)

- KIN 2302 Introduction to Physical Education
- KIN 2303 Theory and Application of Physical Fitness
- KIN 3315 Organization and Admin of Phys. Ed. & Sport
- KIN 3334 Exercise and Sports Psychology
- KIN 3331 Coaching Team Sports
- KIN 3332 Coaching Individual Sports
- KIN 3333 Methods of Teaching Physical Education

Pre-Physical Therapy Concentration (22 credit hours)

- BIO 3412 Anatomy and Physiology II
- CHE 1342 Chemistry II
- CHE 1142 Chemistry II Lab
- PHY 1401 Physics I
- PHY 1402 Physics II
- PSY 2301 Life Span Development
- PSY 3341 Abnormal Psychology

Fitness and Wellness Concentration (27 credit hours)

- KIN 2302 Introduction to Physical Education
- KIN 2303 Theory and Application of Physical Fitness
- KIN 3315 Organization and Administration of Phys. Ed. & Sport
- KIN 3334 Exercise and Sport Psychology
- BIO 3310 Nutrition
- Choose four courses:
 - BADM 3311 Principles of Management
 - BADM 3350 Principles of Marketing
 - BADM 4312 Strategic Management
 - BADM 4370 Ethics in Business

Outcomes

- Students will know the methods of collecting data in the psychomotor domain and will be familiar with several types of psychometric instruments.
- Students will understand how the body adapts to specific exercise demands.
- Students will know the roles of muscles (agonists, antagonists, synergists, stabilizers) involved in a variety of sport-related movements or activities of daily living.
- Each student will score in the Healthy Fitness Zone in four of the five categories of the Fitnessgram developed by the Cooper institute.
- Each student will complete a variety of laboratory activities that consider all domains of “wellness”.
- Each student will use a variety of tests to assess different aspects of fitness, including muscular strength, flexibility, cardiovascular endurance, and muscular endurance.

Mathematics Major (BA)

The Mathematics Major (BA) offers a flexible program of study. The BA develops a broad knowledge of mathematics which equips students with abilities to solve modern problems and answer critical questions in our society. Students will be employable in industry, schools, and related math/science fields.

Students interested in an introduction to this discipline are advised to take MTH 1351 College Algebra. This course does not count toward the requirements for the major but may fulfill a Concordia Common Experience/General Education course requirement.

This major is offered in the following modalities: traditional (day-time, face-to-face) only.

Requirements

Concordia Common Experience/General Education (42-44 credit hours)

Bachelor of Arts (BA) degree requirements (at least 9 credit hours)

- 3 hours from one of the following courses:
 - ENG 2301 World Literature: Classicism
 - HIS 2311 World History to 1500
 - HIS 2312 World History from 1500
 - HIS 3308 Asian History and Culture
 - HIS 3301 History of Mexico
 - HIS 3314 Traditions/Values of Classical Civilizations
 - PHL 3301 Survey of Western Philosophy
- Modern or Classical Language:
 - Complete two consecutive terms (at least six credit hours) of a non-English language.

Courses Required for the Major (36 credit hours)

- MTH 2401 Calculus I
- MTH 2402 Calculus II
- MTH 3410 Calculus III
- MTH 3311 Linear Algebra
- Choose one course:
 - MTH 3325 Real Analysis
 - MTH 3317 Ordinary Differential Equations
- Choose one course:
 - MTH 3315 Abstract Algebra
 - MTH 3313 Number Theory
- MTH 3341 Theory of Probability
- MTH 2305 Discrete Structures
- Choose three courses:
 - MTH 3101
 - MTH 3102
 - MTH 3103
 - MTH 3104
- Any upper level REL course
- Plus six (6) additional 2000-level or higher elective math hours. (MTH 3301 and MTH 3302 are not accepted as 2000-level or higher courses for the math major.)

Outcomes

- All students taking a mathematics class will have the ability to communicate clearly, logically, and creatively through written and oral communication, both as individuals and as groups.
- All students earning a BA in mathematics will have the ability to think logically and analytically to problem-solve through abstract thought.
- All students earning a BA in mathematics will develop an expertise in the field of mathematics.

Mathematics Major (BS)

The Mathematics Major (BS) offers courses in analysis, calculus, discrete mathematics, cryptology, differential equations, geometry, modeling, number theory, problem solving, probability, and statistics. In these courses, students develop the ability to reason clearly, think analytically, communicate mathematically, value mathematics, and solve problems.

Students interested in an introduction to this discipline are advised to take MTH 1351 College Algebra. This course does not count toward the requirements for the major but may fulfill a Concordia Common Experience/General Education course requirement.

This major is offered in the following modalities: traditional (day-time, face-to-face) only.

Requirements

Concordia Common Experience/General Education (42-44 credit hours)

Courses Required for the Major (45 credit hours)

- MTH 2401 Calculus I
- MTH 2402 Calculus II
- MTH 2301 Introduction to Statistics
- MTH 2305 Discrete Structures
- MTH 3410 Calculus III
- Choose two courses:
 - MTH 3101 Problem Solving
 - MTH 3102 Problem Solving
 - MTH 3103 Problem Solving
 - MTH 3104 Problem Solving
- MTH 3311 Linear Algebra
- MTH 4101 Advanced Problem Solving
- MTH 3317 Differential Equations
- MTH 3315 Abstract Algebra
- Any upper level REL course
- 12 hours from upper level [3000 and 4000] MTH courses (MTH 3301 and MTH 3302 are not accepted as upper level courses for the math major.)

Outcomes

- All students taking a mathematics class will have the ability to communicate clearly, logically, and creatively through written and oral communication, both as individuals and as groups.
- All students earning a BS in mathematics will have the ability to think logically and analytically to problem-solve through abstract thought.
- All students earning a BS in mathematics will develop an expertise in the field of mathematics.

Chemistry Minor (17 credit hours)

This minor is offered in the following modalities: traditional (day-time, face-to-face) only.

- CHE 1341 Chemistry I
- CHE 1141 Chemistry I Laboratory
- CHE 1342 Chemistry II
- CHE 1142 Chemistry II Laboratory
- Plus 9 upper level hours in Chemistry

Computer Science Minor (20-21 credit hours)

This minor is offered in the following modalities: traditional (day-time, face-to-face) only.

- CSC 1401 Introduction to Computer Science I
- CSC 1402 Introduction to Computer Science II
- Choose one course:
 - CSC 2301 Intro to Comp Org & Assem Lan
 - CSC 2403 Data Struct and Algorithm Analysis
- Plus Three Courses from any 3000 or 4000 level CSC classes

Environmental Science and Conversation Minor (18 credit hours)

This minor is offered in the following modalities: traditional (day-time, face-to-face) only.

- ESC 1302 Introduction to Environmental Science
- ESC 3306 Natural Resources Conservation
- Complete three upper-level ESC courses (at least 9 credit hours)
- Choose one course:
 - BIO 3303 Native Plants
 - 3 hours of BIO or SCI field courses
 - GLG 3301 Geology
 - HIS 3344 American Environmental History
 - POLS 3301 Environmental Policy
 - REL 3346 A Christian View of Nature
- A course with environmental emphasis as approved by the ESC Department Coordinator

College of Business and Communication

Dr. Abigail Pfister, College Director

Mission and Overview

The mission of the College of Business and Communication is to empower students to be people of influence in the competitive business, communication and global public health environment. We accomplish this mission by developing students in the critical competencies of their chosen concentration with a strong foundation in business and communication fundamentals. Our strong emphasis on critical thinking, leadership, ethics and spirituality is what differentiates our students. Through our efforts, we seek to send out a critical mass of highly skilled graduates in rewarding careers where they can be leaders influencing others and impacting their industry.

The College of Business and Communication is comprised of the following areas: Business, Communication, and Global Health & Economic Development.

Why Choose a Degree from the College of Business and Communication?

Why choose an Applied Business major (BAAS)?

The BAAS degree is a baccalaureate level “general studies” program designed to offer students with a vocational or technical associate AAS degree, the opportunity to complete a bachelor degree. The BAAS, with a major in Applied Business, provides the necessary skills to advance into supervisory and entry level management positions within the career path of the student as supported by the AAS training already achieved.

- Small business owners
- Managers in vocational areas
- Entrepreneurs
- Leaders in their field

Why choose a Business Administration major?

Business and communication skills are a common thread across industries and sectors of society. Individuals who have strong business acumen and communication skills, develop leadership skills, and demonstrate ability to work independently and on teams are poised to start their own business and/or excel in careers in the industry of their choice. Our graduates have developed industry skills at various levels in the following concentrations:

- Accounting/Financial Management
- Global Healthcare Policy and Management
- Human Resource and Management
- Marketing
- Communication
- Entrepreneurship
- Finance
- International Business

Why choose a Communication major?

Communicators are in every business. Communication students develop transferable skills in trust-building, decision-making, persuasion, teamwork, listening, speaking, writing, and media content-creation. These skills are not only among the highest ranked skills desired by company leaders, but also empower you to innovate, advocate, create, and achieve. Our graduates have become:

- Event planners
- Public relations specialists
- Sales representatives
- Social media managers
- Television hosts
- Customer service experts

Why choose a Global Public Health major?

In today's world, health is a measure of quality of life and has great impact on human productivity in the labor force. A healthy workforce is a productive workforce. Health trends are changing in both developed (high income) and developing (low and middle income) countries. As the world becomes increasingly interdependent and borders shrink, health concerns and diseases in different parts of the world affect us all. Students in this program are specially trained in global health topics as well as the breadth and depth of issues that cross disciplines and help to promote a healthy society. Graduates with this degree can be:

- Public health technicians
- Environmental specialists
- Public health program specialists
- Public health nutritionists
- Occupational health and safety specialists
- Community outreach/field workers
- Policy analysts/planners
- Public health educators
- Health information system/data analysts

Completion of a degree in global public health will allow students to have a health-related career in a variety of industries that support population health and well-being including jobs in the public sector as well as for profit multinational corporations, international organizations and nonprofit organizations at the local, community, state, national and international levels.

Undergraduate Programs

Applied Business Major (BAAS)

The structure of the Bachelor of Applied Arts and Science (BAAS) degree is designed to provide a smoother transfer path into a Bachelor's Degree from AAS degree programs, which are approved in Texas by the Workforce Commission to meet specific career skill requirements through college credit programs. The BAAS is an applied degree for career-minded students wishing to enter the workforce directly after graduation. The structure for the degree creates four classifications of credit requirements: a general education core, a coherent technical specialty earned through an AAS degree, a baccalaureate track enhancing the AAS and/or career, and general elective hours.

Students with an awarded, accredited AAS degree from a regionally accredited college/university will be considered for this program. If the student completed the Texas Common Core, they will be considered core complete with the exception of the courses listed in the Concordia Distinctive section of the Concordia Common Experience curriculum.

If the student is not Texas Common Core Complete (s)he will need to complete the Common Experience. All students must successfully complete the five courses of the Concordia Distinctive requirements (nine credit hours) in addition to all other academic requirements for the major as stated below:

This major is offered in the following modalities: traditional (day-time, face-to-face), hybrid (evening), and fully online.

Requirements

Concordia Common Experience/General Education (42-44 credit hours)

Courses Required for the Major (28 credit hours)

- BADM 3311 Principles of Management
- BADM 3321 Business Law
- BADM 3350 Principles of Marketing
- BADM 3371 Management Information Systems
- BADM 3330 Project Management
- BADM 3351 Selling and Sales Management
- BADM 3375 Negotiations and Conflict Management
- BADM 4310 Business Internship
- Any 3 hour upper level REL course

Technical Specialty Hours (36 block credit hours)

Thirty-six (36) hours of block technical specialty transfer credit will be awarded with verification of an earned accredited AAS degree from a regionally accredited institution that follows the Texas Common core numbering system. AAS from other institutions will be considered on a case-by-case basis.

Outcomes

- BAAS students will demonstrate and effectively practices business skills including: management, leadership, marketing, sales and negotiations.
- BAAS students will align personal and organizational conduct with ethical and professional standards.
- BAAS students will articulate the integration of their technical training and business skills as they seek out leadership opportunities in their vocational fields.

Business Administration Major (BBA)

With an emphasis on strong business acumen, the Business Administration major prepares students for work in various business industries as well as future graduate education and equips them to meet the demands of a rapidly changing marketplace. Students must select one full concentration in the area of Accounting & Finance Management, Global Healthcare Policy &

Management, Human Resource & Management, and Marketing. There are four optional micro concentrations students may add to their degree plan, but cannot take the place of a full concentration: Communication, Finance, Entrepreneurship, and International Business.

This major and most concentrations are offered in the following modalities: traditional (day-time, face-to-face), hybrid, and fully online. See concentration list below for further details.

Requirements

Concordia Common Experience/General Education (42-44 credit hours)

Courses Required for the Major (36 credit hours)

- ACC 2301 Financial Accounting
- ACC 2302 Managerial Accounting
- ECO 2301 Macroeconomics
- ECO 2302 Microeconomics
- BADM 1310 Introduction to Business and Entrepreneurship
- BADM 3311 Principles of Management
- BADM 3350 Principles of Marketing
- BADM 3321 Business Law
- BADM 3360 Finance
- BADM 3371 Management Information Systems
- MTH 2301 Introduction to Statistics
- 3 hour upper level REL course

Choose one concentration:

Accounting/Finance Concentration (21 credit hours) - Traditional only

- BADM 3335 Data Analytics
- Choose one course:
 - BADM 4367 Finance Internship
 - ACC 4310 Accounting Internship
- Choose one course:
 - ACC 4380 Advanced Financial Accounting (Capstone)
 - BADM 4369 Financial Modeling in Excel (Capstone)
- Choose four courses:
 - ACC 3301 Intermediate Accounting I
 - ACC 3302 Intermediate Accounting II
 - ACC 3320 Fundamentals of Taxation
 - ACC 3370 Audit Theory and Practice
 - ACC 4330 Government and Institutional Accounting
 - BADM 3361 Money and Banking
 - BADM 4361 Investments
 - BADM 4363 International Financial Management

- BADM 4364 Corporate Finance
- BADM 4380 Business and Community

Global Healthcare Policy and Management Concentration (21 credit hours) - Traditional and online

- BADM/PUBH 3314 Essentials of Global Public Health
- BADM/PUBH 3323 Globalization Trade and Health Policy
- Choose one course:
 - BADM/PUBH 4302 Global Public Health Practicum
 - HCA 4410 Healthcare Administration Practicum
- Choose four courses:
 - HCA 3300 Healthcare Organization and Delivery
 - HCA 3330 Information Technology in Healthcare
 - HCA 3360 Principles of Healthcare Finance
 - HCA 4370 Healthcare Economics
 - COM/PUBH 3370 Health Communication
 - BADM/PUBH 4321 Public Health Organizations, Ethics and Law
 - BADM/PUBH 4398 Program Management and Health Evaluation
 - BADM 4380 Business and Community

Human Resources and Management Concentration (21 credit hours) - Traditional, hybrid, and online

- Choose one course:
 - BADM 4341 Human Resource Internship
 - BADM 4310 Business Internship
- Choose six courses:
 - BADM 3330 Project Management
 - BADM 3380 Production & Operations Management
 - BADM 3353 Consumer Behavior
 - BADM 3340 Fundamentals of Human Resource Management
 - BADM 3341 Training and Development
 - BADM 3351 Selling and Sales Management
 - BADM 3375 Negotiations and CONflict Resolution
 - BADM 4312 Strategic Management
 - BADM 4331 Organizational Behavior and DEvelopment
 - BADM 4380 Business and Community
 - COM 3308 Persuasive Communication
 - COM 3331 Organizational Communication

Marketing Concentration (21 credit hours) - Traditional and online

- BADM 3335 Data Analytics
- BADM 4352 Internship in Marketing
- Choose five courses:

- BADM 3351 Selling and Sales Management
- BADM 3352 Integrated Marketing Communications
- BADM 3353 Consumer Behavior
- BADM 3372 Digital and Social Media Marketing
- BADM 4333 Market Research and Analysis
- BADM/COM 4351 Advertising Management
- BADM 4380 Business and Community
- BADM 4390 Special Topics in Business
- COM 3310 Public Relations
- COM 4301 Digital Journalism and New Media Communication

Optional Micro Concentration

Must be taken in conjunction with one of the concentrations listed above.

Communication Micro Concentration(9 credit hours) - Traditional and online

- Choose any 9 hours of upper level COM courses not already taken in selected concentration.

Entrepreneurship Micro Concentration (9 credit hours) - Traditional and online only

- Choose three courses:
 - BADM 3330 Project Management
 - BADM 3351 Selling and Sales Management
 - BADM 3354 Entrepreneurial Strategy
 - BADM 3372 Digital and Social Media Marketing
 - BADM 4312 Strategic Management
 - BADM 4333 Market Research and Analysis
 - BADM 4363 International Financial Management
 - BADM 4364 Corporate Finance

Finance Micro Concentration (9 credit hours) - Traditional only

- Choose three courses:
 - BADM 3361 Money and Banking
 - BADM 4361 Investments
 - BADM 4363 International Financial Management
 - BADM 4364 Corporate Finance
 - BADM 4369 Financial Modeling in Excel

International Business Micro Concentration (9 credit hours) - Traditional only

- Choose three courses:
 - BADM 3398 National/International Travel
 - BADM 4363 International Financial Management
 - COM 3335 Intercultural Communication
 - COM 3398 National/International Travel
 - BADM/PUBH 3314 Essentials of Global Public Health

- POLS 3333 International Relations and Comparative Politics
- SOC/HIS Race and Ethnic Relations

Outcomes

- BBA students will be able to identify and use effective communication (written, spoken) using a variety of mediums (person to person, visual, social, etc.) in order to collaborate effectively with teams, supervisors, peers and associates.
- BBA students will be able to use qualitative and quantitative analytical skills to think creatively in problem solving and decision-making.
- BBA students will be able to draw upon a Christian worldview to think strategically, make decisions, and engage in business practices as they act as leaders and stewards of their talents, organizational resources, and the earth.
- BBA students Business will demonstrate and effectively practice their profession upon graduation by demonstrating knowledge and competency in the following areas: Accounting, Economics, Management, Quantitative Analysis, Finance, Marketing, Legal/Social Environment, and International Issues
- BBA students will apply professional competence and personal convictions to add value to their employers and communities.

Communication Major (BA)

The mission of the Communication Major is to develop effective public speakers, versatile writers, advanced technology users, and healthy relationship partners. The Communication Major provides three concentrations: Public Relations and Advertising, Interpersonal Communication, and Visual Communication.

Students interested in an introduction to this discipline are advised to take COM 1300 Fundamentals of Communication. This course does not count toward the requirements for this major; however, it does fulfill a Concordia Common Experience/General Education requirement.

This major and some concentrations are offered in the following modalities: traditional (day-time, face-to-face) and fully online. See concentration list below for further details.

Requirements

Concordia Common Experience/General Education (42-44 credit hours)

Bachelor of Arts (BA) degree requirements (at least 9 credit hours)

- 3 hours from one of the following courses:
 - ENG 2301 World Literature: Classicism
 - HIS 2311 World History to 1500
 - HIS 2312 World History from 1500

- HIS 3308 Asian History and Culture
- HIS 3301 History of Mexico
- HIS 3314 Traditions/Values of Classical Civilizations
- PHL 3301 Survey of Western Philosophy
- Modern or Classical Language:
 - Complete two consecutive terms (at least six credit hours) of a non-English language.

Supporting Coursework (6 credit hours)

- PSY 1311 Intro to Psychology
- ENG 1317 Intro to Literature

Courses Required for the Major (34 credit hours)

- COM 2100 Communication Practicum I
- COM 2301 Human Communication Theory
- COM 2303 Mass Media History and Theory
- COM 2308 Writing for the Media and Public Relations
- COM/PSY 3304 Group Dynamics
- COM 3335 Intercultural Communication
- COM 4310 Communication Internship*
- Choose one course:
 - COM 2317 Cinema and Religion
 - COM 2312 Focused Listening
- Choose four courses:
 - A COM course outside of one's concentration (can repeat up to four times)
 - COM 3399 Independent Study*
 - COM 3398 National/International Travel*
 - PSY 2341 Statistics for the Behavioral Sciences
 - BADM 3311 Principles of Management
 - BADM 3350 Principles of Marketing
 - BADM 3351 Selling and Sales Management
 - BADM 3375 Negotiations and Conflict Management

Choose one concentration:

Public Relations and Advertising Concentration (24 credit hours) - Traditional only

- COM 3308 Persuasive Communication
- COM 3310 Public Relations
- COM 3331 Organizational Communication
- COM 4301 Digital Journalism and New Media Communication
- COM/BADM 4351 Advertising Management
- Choose one course:
 - COM 3350 Conflict Resolution
 - BADM 3372 Digital and Social Media Marketing

- Choose one course:
 - COM 3360 Topics in Communication*
 - COM 3320 Media Law and Ethics
- Choose one course:
 - BADM 3352 Integrated Marketing Communication
 - BADM 3353 Consumer Behavior

Interpersonal Communication Concentration (24 credit hours) - Traditional and online

- COM 3308 Persuasive Communication
- COM/PSY 3325 Interpersonal Relationships
- COM 3331 Organizational Communication
- COM 3350 Conflict Resolution
- COM 3360 Topics in Communication*
- COM/PUBH 3370 Health Communication
- PSY 3331 Introduction to Counseling
- PSY 3332 Personality Theories

Visual Communication Concentration (24 credit hours) - Traditional and online

- COM 2314 Communication Technology
- COM 3320 Media Law and Ethics
- COM 3360 Topics in Communication
- COM 4301 Digital Journalism and New Media Communication
- ART 3308 Color
- ART 1308 Introduction to Photography
- COM 3340 Visual Communication Design
- COM 4340 Visual Production and Design

*indicates the course may be repeated as long as the topic varies

Outcomes

- Communication Majors will identify and demonstrate effective written and oral communication across a variety of mediums (e.g., social media posts, articles, research papers, public presentations, and team collaborations).
- Communication Majors will be involved with Concordia campus life and engage in lifelong learning activities (e.g., Practicum projects, Tornado Radio, The Spin, Persuasion Contagion, and Communication Club).
- Communication Majors will increase their cross-cultural sensitivity by taking cultural and travel courses, studying abroad, and/or participating in international activities.
- Communication Majors will participate in service learning projects (e.g., through course assignments) to fulfill Concordia's mission of "developing Christian leaders."

- Communication Majors will demonstrate expertise in a field of study through their internships, practicums, and experiential learning activities which will be summarized in their final portfolio and exit interview.

Global Public Health Major (BA)

This degree trains future leaders in the art and science of preventing disease and promoting health; examining political, economic, social and environmental determinants of health and social inequalities in the US and abroad. Graduates have opportunities to work in governmental agencies or in international for profit and non-profit organizations in diverse health related arenas worldwide.

Students interested in an introduction to this discipline are advised to take BADM 3314/ PUBH 3314 Essentials of Global Public Health. This course counts toward the requirements for the major.

This major and some concentrations are offered in the following modalities: traditional (day-time, face-to-face) and fully online. See concentration list below for further details.

Requirements

Concordia Common Experience/General Education (42-44 credit hours)

Bachelor of Arts (BA) degree requirements (at least 9 credit hours)

- 3 hours from one of the following courses:
 - ENG 2301 World Literature: Classicism
 - HIS 2311 World History to 1500
 - HIS 2312 World History from 1500
 - HIS 3308 Asian History and Culture
 - HIS 3301 History of Mexico
 - HIS 3314 Traditions/Values of Classical Civilizations
 - PHL 3301 Survey of Western Philosophy
- Modern or Classical Language:
 - Complete two consecutive terms (at least six credit hours) of a non-English language.

Supporting Coursework (6 credit hours)

- MTH 2301 Introduction to Statistics
- HIS 2311 World History to 1500
- PSY 2341 Statistics for the Behavioral Sciences

Courses Required for the Major (30 credit hours)

- BADM 1303 Introduction to Population Health

- BADM/PUBH 3314 Essentials of Global Public Health
- BADM/PUBH 3315 Comparative Health Care Systems
- BADM/PUBH 3323 Globalization, Trade and Health Policy
- BADM/PUBH 4319 Immigration, Violence, Disasters and Health
- BADM/PUBH 4321 Public Health Organizations, Ethics and Law
- BADM/PUBH 4398 Program Management and Health Evaluation
- BADM/COM 3370 Health Communication
- BADM/PUBH 4302 Global Public Health and Innovation
- Any 3 hour upper level REL course

Choose One Concentration

Healthcare Administration Concentration (18 credit hours) - Traditional and online

- ECO 2301 Macroeconomics
- HCA 3300 Healthcare Organization and Delivery
- HCA 3330 Information Technology in Healthcare
- HCA 3360 Principles of Healthcare Finance
- HCA 3312 Management Essentials of Healthcare Organizations
- HCA 4370 Healthcare Economics

Behavioral Science (18 hours) - Traditional only

- PSY 1311 Introduction to Psychology
- PSY 2301 Life-Span Development
- SOC 1301 Intro to Sociology
- SOC 3305 Introduction to Social Work
- SOC/HIS 2306 Race and Ethnic Relations
- Choose One
 - COM/PSY 3325 Interpersonal Relationships
 - COM 3335 Intercultural Communication

Social Science (15 hours) - Traditional and online

- CRIJ 1301 Introduction to Criminal Justice
- POLS 1303 American Government and Citizenship
- CRIJ 3314 Ethics in Criminal Justice
- Choose one:
 - CRIJ 3311 Criminology
 - CRIJ 3302 Criminal Law
- Choose one:
 - POLS 3333 International Relations & Comparative Politics
 - POLS 3323 Principles of Political Science

Environmental Science (15 hours) - Traditional only

- ESC 1302 Intro to Environmental Science
- PUBH/ESC 33X Human Health and the Environment

- ESC 3306 Natural Resources Conservation
- Complete 2 upper-level ESC courses (at least 6 credit hours)

Natural Science (15-16hours) - Traditional and online

- Choose four courses:
 - BIO 1402 General Zoology
 - BIO 2402 General Microbiology for Health Professions
 - BIO 3401 General Microbiology
 - BIO 2411 Human Anatomy and Physiology for Healthcare I
 - BIO 3411 Anatomy and Physiology I
 - BIO 2412 Human Anatomy Physiology for Healthcare II
 - BIO 3412 Anatomy and Physiology II
 - BIO 3310 Nutrition
 - CHE 1341 Chemistry I & CHE 1141 Chemistry I Lab
 - CHE 1431 Chemistry for Health Professionals

Kinesiology(18 credits) - Traditional only

- KIN 1301 Personal Wellness
- KIN 2301 Personal and Community Health
- KIN 2303 Theory and Application of Physical Fitness
- KIN 2330 Prevention & Treatment of Movement Injuries
- KIN 3315 Organization and Admin of Phys. Ed. & Sport
- KIN 3333 Methods of Teaching Physical Education

Outcomes

- Students with an undergraduate degree in global public health will
- possess the ability to communicate public health information in both oral and written forms and through a variety of media to diverse audiences;
- have the skills to locate, use, evaluate and synthesize public health information in order to reduce the risk of disease and promote population health in society and the world; and
- be culturally competent to work with diverse individuals and communities in ways that are appropriate and responsive to relevant cultural factors through improved self-awareness, open-minded inquiry and the ability to recognize and adapt to cultural differences.

Accounting and Financial Management Minor (18 credit hours)

This minor is offered in the following modalities: traditional (day-time, face-to-face) only.

- ACC 2301 Financial Accounting
- ACC 2302 Managerial Accounting
- BADM 3360 Finance

- Choose three courses:
 - BADM 3335 Data Analytics
 - BADM 3361 Money and Banking
 - BADM 4361 Investments
 - BADM 4363 International Financial Management
 - BADM 4364 Corporate Finance
 - ACC 3301 Intermediate Accounting I
 - ACC 3302 Intermediate Accounting II
 - ACC 3320 Fundamentals of Taxation
 - ACC 3370 Audit Theory and Practice
 - ACC 4330 Government and Institutional Accounting

NOTE: This minor is intended for students who are NOT receiving a BBA degree

Global Healthcare Policy and Management Minor (18 credit hours)

This minor is offered in the following modalities: traditional (day-time, face-to-face) and fully online.

- BADM/PUBH 3314 Essentials of Global Public Health
- BADM/PUBH 3323 Globalization Trade and Health Policy
- Choose four courses:
 - HCA 3300 Healthcare Organization and Delivery
 - HCA 3330 Information Technology in Healthcare
 - HCA 3360 Principles of Healthcare Finance
 - HCA 4370 Healthcare Economics
 - COM/PUBH 3370 Health Communication
 - BADM/PUBH 4321 Public Health Organizations, Ethics and Law
 - BADM/PUBH 4398 Program Management and Health Evaluation

Human Resources and Management Minor (18 credit hours)

This minor is offered in the following modalities: traditional (day-time, face-to-face), hybrid (evening) and fully online.

- BADM 3311 Principles of Management
- Choose five courses:
 - BADM 3330 Project Management
 - BADM 3380 Production & Operations Management
 - BADM 3353 Consumer Behavior
 - BADM 3340 Fundamentals of Human Resource Management
 - BADM 3341 Training and Development
 - BADM 3351 Selling and Sales Management
 - BADM 3375 Negotiations and Conflict Resolution
 - BADM 4312 Strategic Management
 - BADM 4331 Organizational Behavior and Development
 - COM 3308 Persuasive Communication

- COM 3331 Organizational Communication

Marketing Minor (18 credit hours)

This minor is offered in the following modalities: traditional (day-time, face-to-face) and fully online.

- BADM 3350 Principles of Marketing
- BADM 3335 Data Analytics
- Choose four courses:
 - BADM 3351 Selling and Sales Management
 - BADM 3352 Integrated Marketing Communications
 - BADM 3353 Consumer Behavior
 - BADM 3372 Digital and Social Media Marketing
 - BADM 4333 Market Research and Analysis
 - BADM/COM 4351 Advertising Management
 - BADM 4390 Special Topics in Business
 - COM 3310 Public Relations
 - COM 4301 Digital Journalism and New Media Communication

Public Relations and Advertising Minor (19 credit hours)

This minor is offered in the following modalities: traditional (day-time, face-to-face) and online.

- COM 2100 Communication Practicum I
- COM 2308 Writing for the Media and Public Relations
- COM 3308 Persuasive Communication
- COM 3310 Public Relations
- COM 4301 Digital Journalism and New Media Communication
- Choose one course:
 - BADM 3352 Integrated Marketing Communication
 - BADM 3350 Principles of Marketing
- Choose one course:
 - BADM/COM 4351 Advertising Management
 - BADM 3372 Digital and Social Media Marketing

Interpersonal Communication Minor (19 credit hours)

This minor is offered in the following modalities: traditional (day-time, face-to-face) only.

- COM 2100 Communication Practicum I
- COM 2312 Focused Listening
- COM 3304 Group Dynamics
- COM 3308 Persuasive Communication
- COM 3325 Interpersonal Relationships
- COM 3335 Intercultural Communication
- COM 3350 Conflict Resolution

Visual Communication Concentration (19 credit hours)

This minor is offered in the following modalities: traditional (day-time, face-to-face) only.

- COM 2100 Communication Practicum I
- COM 2314 Communication Technology
- COM 3320 Media Law and Ethics
- COM 4301 Digital Journalism and New Media Communication
- ART 1308 Introduction to Photography
- COM 3340 Visual Communication Design
- COM 4340 Visual Production and Design

Graduate Programs

Business Administration (MBA)

The Concordia MBA is designed for professionals with a sincere desire to become leaders who will change the world around them. As a MBA graduate student, you will master core business concepts, analytical tools, and leadership skills to build a better future for yourself and your community. Guest speakers, computerized simulations, case studies, learning teams, and a capstone project to expose students to real-world business issues that impact the organization and the wider community.

Requirements

Courses Required for the Major (30 credit hours)

- MBA 5306 Critical Thinking
- MBA 5103 Leadership Self
- MBA 5201 Marketing Management
- MBA 5200 Statistics for Management
- MBA 5202 Managerial Economics
- MBA 5208 Organizational Ethics, Behavior and Change
- MBA 5220 Business, Society and Public Policy
- MBA 5207 Financial Accounting and Management
- MBA 5213 Leadership Others
- MBA 5122 Leadership Community
- MBA 5216 Managing Operations and Technology
- MBA 5212 Corporate Finance
- MBA 5115 Investments
- MBA 5225 Entrepreneurship and Innovation
- MBA 5447 Capstone

Business Administration with Concentration (MBA)

Students who choose to add a concentration path to the MBA program will be required to complete the general MBA program courses in proper sequence. This includes successfully completing the first 30 credit hours and with an additional 12 credit hours of the organizational development and learning concentration courses for a total of 42 credit hours per the degree plan. Students must maintain a minimum GPA of 3.0 or above to be eligible for this program. Student can choose to add concentration in Healthcare Administration, Organizational Development and Learning, or School Finance and Operations.

Requirements

Courses Required for the Major (28 credit hours)

- MBA 5306 Critical Thinking
- MBA 5103 Leadership Self
- MBA 5201 Marketing Management
- MBA 5200 Statistics for Management
- MBA 5202 Managerial Economics
- MBA 5208 Organizational Ethics, Behavior and Change
- MBA 5220 Business, Society and Public Policy
- MBA 5207 Financial Accounting and Management
- MBA 5213 Leadership Others
- MBA 5122 Leadership Community
- MBA 5216 Managing Operations and Technology
- MBA 5212 Corporate Finance
- MBA 5115 Investments

Choose one concentration:

Healthcare Administration (12 credit hours)

MBA 5350H Healthcare Strategy and Business Planning

MBA 5352H Ethical and Legal Issues in Healthcare Management

MBA 5354H Policy Trends and Considerations for the Healthcare Manager

MBA 5356H Quality Methods for Healthcare Performance

Organizational Development and Learning (12 credit hours)

MBA 5309 Organizational Culture, Power and Influence

MBA 5319 Talent Management

MBA 5318 Principles of Corporate Training and Learning

MBA 5313 Organizational Processes in Consulting and Coaching

School Finance and Operations (12 credit hours)

MBA 5370 School Operations I

MBA 5371 School Operations II

MBA 5372 School Finance for Business Officials
MBA 5373 School Law for Business Officials

Optional Elective: MBA

MBA 53XX Internship (3 credit hours) The internship provides students with the opportunity to apply the cumulative knowledge and skills in the MBA program to a real-world work environment. The internship involves the following steps: 1) selecting a work site; 2) developing a contract that ensures both employer and student benefit; 3) fulfilling the contract activity through ongoing work; and 4) preparing a paper that summarizes the learning experience and outcomes. The expectation is for a minimum of 150 hours completed in this internship. Prerequisites: Students must successfully complete 6 credit hours of the MBA program and must have a minimum of a 3.0 GPA to be eligible. The internship course does not warrant course substitutions or course transfers.

College of Education

Dr. Chris Winkler, College Director

Mission and Overview

The College of Education supports the mission of Concordia University Texas by providing ongoing education for pre-service and in-service teachers and Directors of Christian Education (DCE) in a collaborative, field-based, Christian environment for the life-long pursuit of excellence in teaching, learning and serving.

As a student in the undergraduate teacher education programs in the College of Education, you will prepare to be an “inspiring and engaging” teacher in a public, private, parochial or charter school. You will focus specifically on the level of student and content you wish to teach, from preschool through high level.

As a student in the undergraduate religious education program in the College of Education, you will prepare for careers in ministry. You will gain understanding and be equipped with the skills to work with and lead people of all ages in various ministries. This major can lead to certification as a Director of Christian Education (DCE) within The Lutheran Church—Missouri Synod.

Why Choose a Degree from the College of Education?

Each day a teacher-educator molds our future. Teachers create the environment that opens up the minds of our young people to the world around them. They foster creativity, help build

character, inspire discovery, and provide role models. Teachers change lives. You can be “that” teacher.

Why choose a Teacher Education major?

Students often pursue a major in Education to prepare for :

- Certification to teach
- Teaching or training programs for adults
- Workforce development
- Community education
- International training and development
- Development of children’s programs
- A role in policy-making
- Work in educational settings

Why choose a Religious Education major?

Student may choose to receive specialized training for those called to serve in:

- Children’s Ministry
- Youth Ministry
- Camp Ministry
- Worship Arts/Music Ministry
- Outdoor Ministry
- Missions/Missionary
- Non Profit Ministry

Undergraduate Programs

The GPA of 2.5 must be maintained each term to continue in the program. All courses in The Concordia Common Experience curriculum, Concentrations, and Major must be completed with grades of “C” or above. College of Education students should visit the College of Education handbook for further details regarding program requirements.

Interdisciplinary Studies Major (BA)

Students who major in interdisciplinary studies will gain a strong foundation in educational philosophy and strategies while learning the fundamentals of the core contents covered in elementary and middle school including math, science, social studies, English language arts, reading, health, PE, and fine arts. Students will select one of three concentrations:

- ECE-6th grade (for students seeking to apply for certification to teach students in PK-6th grade),
- 4th - 8th grade (for students seeking to apply for certification to teach all subjects to students in grades 4 through 8), and

- Generalist (for students not seeking to apply for certification upon graduation).

NOTE: Because students must meet the requirements mandated by the state legislature and Texas Education Agency (TEA) at the time of graduation, the degree program that was in place at the time they entered Concordia may change by the time a student graduates.

Requirements

Concordia Common Experience/General Education (42-44 credit hours)

Bachelor of Arts (BA) degree requirements (at least 9 credit hours)

- 3 hours from one of the following courses:
 - ENG 2301 World Literature: Classicism
 - HIS 2311 World History to 1500
 - HIS 2312 World History from 1500
 - HIS 3308 Asian History and Culture
 - HIS 3301 History of Mexico
 - HIS 3314 Traditions/Values of Classical Civilizations
 - PHL 3301 Survey of Western Philosophy
- Modern or Classical Language:
 - Complete two consecutive terms (at least six credit hours) of a non-English language.

Supporting Coursework (6 credit hours)

- MTH 1351 College Algebra
- PSY 1311 Intro to Psychology
- PHY 1441 Conceptual Physics
- HIS 2312 World History from 1500
- EDU 3323 Educational Technology
- HIS 1301 US History to 1877
- KIN 3333 or EDU 3331 Methods of Teaching PE
- FA 2310 Fine Arts Methods

Courses Required for the Major (41-42 credit hours)

- EDU 2201 Intro to Education
- EDU 3311 Teaching Strategies & Assessment
- EDU 3320 Foundations of ESL Education
- EDU 3340 Societal Relationships & Class Management
- RDG 3311 Foundations of Literacy
- SPED 3301 Intro to Exceptional Learners
- EDU 3343 Educational Psychology
- EDU 4101 Teacher Ed Seminar

- EDU 3304 Children's Literature
- HIS 3311 Texas History
- MTH 3301 Math for Elementary Teachers I
- MTH 3302 Math for Elementary Teachers II
- FA 5 credits Fine Arts (ART, THE, MUS)
- Choose one course:
 - ESC 1302 Intro to Environmental Science
 - BIO 1401 Principles of Biology

Choose one concentration:

Teaching Core Subjects EC-6th (30 credit hours)

- RDG 3326 Literacy & Language- Primary Grades
- ECE 3320 ECE Curriculum, Methods & Materials
- RDG 3327 Literacy & Language- Intermediate Grades
- EDU 3301 Mathematical Methods-Elem
- EDU 3305 Science & Health Methods – Elementary
- EDU 3312 Methods of Social Studies – Elementary
- EDU 41205 Elementary Student Teaching

Teaching Core Subjects 4th-8th (30 credit hours)

- HIS 1302 US History from 1877
- RDG 3342 Literacy in the Content Area
- RDG 3327 Literacy & Language- Intermediate Grades
- EDU 3301 Mathematical Methods-Elem
- EDU 3305 Science & Health Methods – Elementary
- EDU 3312 Methods of Social Studies – Elementary
- EDU 41225 Middle Level Student Teaching

Generalist Content (27 credit hours)

This concentration does not lead to certification. This concentration will allow the student to graduate with the combination of coursework below. This will complete both the major and concentration requirements. This is designed for students who do not pass the benchmarks for concentrations leading to certification release.

- 9 Courses in the following subject areas with at least 12 upper level credit total
 - Math(MTH)
 - Science (SCI), Environmental Science (ESC), Physics (PHY), Biology (BIO), or Chemistry (CHE)
 - Reading (RDG), English (ENG)
 - History (HIS)
 - Art (ART), Music (MUS), Theater (THE), Kinesiology (KIN)

Additional Concentrations

Students can add additional concentrations to the program for the Interdisciplinary Studies major.

Christian Teacher Diploma

See Special Programs section for course requirements.

Lutheran Teacher Diploma

See Special Programs section for course requirements

Special Education Certification

Students wishing to seek Special Education Certification after their initial area of certification will complete the following classes:

- SPED 3301 Intro to Exceptional Learners
- SPED 3302 Language & Intercultural Communications
- SPED 3303 Assessment for Diverse Learners
- SPED 3304 Consultation & Collaboration
- SPED 4305 Methods for Teaching the Exceptional Learner

Education Content Curriculum Major (BA)

Students who major in Education - Content Curriculum will gain a strong foundation in educational philosophy and strategies while gaining expertise in one content area. Students will select one of several concentrations to pair with the Education major that can lead to being released to test and apply for teacher certification. The concentration will include a content area and a grade range. Concordia University Texas is credentialed prepare students for and release them to test and apply for certification in the following areas:

- English Language Arts and Reading 4-8,
- English Language Arts and Reading 7-12,
- History 7-12,
- Life Science 7-17,
- Math 4-8,
- Math 7-12,
- Science Composite 4-8,
- Science Composite 7-12,
- Social Studies 4-8,
- Social Studies 7-12,
- English Language Arts and Reading, and Social Studies 4-8,
- Music EC-12, and
- Physical Education EC-12.

Students may not pair a major in Education - Content Curriculum with any areas that are not listed above. Students will only be released to test in one area of certification upon graduation.

After graduation and successful acquisition of initial certification, students seeking certification in additional areas will apply directly to the state.

Requirements

Concordia Common Experience/General Education (42-44 credit hours)

Bachelor of Arts (BA) degree requirements (at least 9 credit hours)

- 3 hours from one of the following courses:
 - ENG 2301 World Literature: Classicism
 - HIS 2311 World History to 1500
 - HIS 2312 World History from 1500
 - HIS 3308 Asian History and Culture
 - HIS 3301 History of Mexico
 - HIS 3314 Traditions/Values of Classical Civilizations
 - PHL 3301 Survey of Western Philosophy
- Modern or Classical Language:
 - Complete two consecutive terms (at least six credit hours) of a non-English language.

Supporting Coursework (9 credit hours)

- MTH 1351 College Algebra
- PSY 1311 Intro to Psychology
- EDU 3323 Educational Technology

Courses Required for the Major (33 credit hours)

- EDU 2201 Intro to Education
- EDU 3340 Societal Relationships & Class Management
- EDU 3311 Teaching Strategies & Assessment
- EDU 3320 Foundations of ESL Education
- EDU 3343 Educational Psychology
- EDU 4101 Teacher Ed Seminar
- SPED 3301 Intro to Exceptional Learners
- RDG 3342 Literacy in the Content Area
- Choose one course*:
 - EDU 41205 Elementary Student Teaching
 - EDU 41225 Middle Level Student Teaching
 - EDU 41273 Secondary Student Teaching

*work with your advisor for the best student teaching option for your certification goals

Choose one concentration:

English Language Arts and Reading 4th-8th (36 credit hours)

- ENG 3332 Teaching Writing with Adolescent Literature
- ENG 2301 World Literature: Classicism
- ENG 2303 American Literature
- ENG 2305 Survey of British Lit
- ENG 3305 Poetry
- ENG 3311 Advanced Writing
- ENG 4301 Special Topics in Literature
- ENG 3323 Shakespeare
- ENG 4307 Introduction to Literary Criticism
- RDG 3327 Intermediate Language & Literacy
- EDU 3304 Children's Literature
- Choose one course:
 - ENG 3302 Drama
 - ENG 3341 Hispanic Writers of the US
 - ENG 3303 Short Story

English Language Arts and Reading 7th-12th (36 credit hours)

- ENG 3332 Teaching Writing with Adolescent Literature
- ENG 2301 World Literature: Classicism
- ENG 2303 American Literature
- ENG 2305 Survey of British Lit
- ENG 3305 Poetry
- ENG 3311 Advanced Writing⁴⁵
- ENG 4301 Special Topics in Literature
- ENG 3323 Shakespeare
- ENG 4307 Introduction to Literary Criticism
- EDU 3345 Secondary English Language Arts Methods
- ENG 4303 American Ethnic Literature
- Choose One:
 - ENG 3302 Drama
 - ENG 3341 Hispanic Writers of the US
 - ENG 3303 Short Story

History 7th-12th (45 credit hours)

- HIS 2301 Historical Methods
- HIS 2306 Race & Ethnic Relations
- HIS 1301 U.S. History to 1877
- HIS 1302 US History from 1877
- HIS 2311 World History to 1500
- HIS 2312 World History from 1500
- HIS 3301 History of Mexico
- HIS 3308 Asian History & Culture
- HIS 3321 International Relations Since 1919

- HIS 3341 Civil War
- HIS 3311 Texas History
- HIS 3343 Post World War II America
- EDU 3313 Methods of Social Studies
- Choose one course:
 - HIS 3342 American West
 - HIS 4360 Topics in History
 - HIS 3344 American Environmental History
- Choose one course:
 - HIS 3314 Traditions/Values of Classical Civilizations
 - HIS 3352 Middle Ages

Life Science 7-12 (42-43 credit hours)

- BIO 1402 General Zoology
- BIO 1403 Cellular & Molecular Biology
- BIO 2403 General Botany
- BIO 3403 General Ecology
- BIO 3404 Genetics
- BIO 3411 Human Anatomy & Physiology I
- CHE 1341 Chemistry I
- CHE 1141 Chemistry I Lab
- CHE 1342 Chemistry II
- CHE 1142 Chemistry II Lab
- PHY 1401 Physics I
- EDU 3306 Science Methods- Secondary
- Choose One:
 - BIO 3302 Tropical Biology
 - BIO 3310 Nutrition
 - BIO 3370 Ecology of the Pacific Northwest
 - BIO 3401 General Microbiology

Math 4th-8th (31 credit hours)

- MTH 2301 Introduction to Statistics
- MTH 1352 Pre-Calculus
- MTH 2401 Calculus I
- MTH 3311 Linear Algebra
- MTH 3313 Number Theory
- MTH 3316 Geometry
- Choose three course:
 - MTH 3101 Problem Solving
 - MTH 3102 Problem Solving
 - MTH 3103 Problem Solving
 - MTH 3104 Problem Solving

- EDU 3301 Mathematical Methods- Elem
- MTH 3301 Math for Elementary Teachers I
- MTH 3302 Math for Elementary Teachers II

Math 7th-12th (39 credit hours)

- MTH 2301 Introduction to Statistics
- MTH 1352 Pre-Calculus
- MTH 2401 Calculus I
- MTH 3311 Linear Algebra
- MTH 3313 Number Theory
- MTH 3316 Geometry
- Choose three courses:
 - MTH 3101 Problem Solving
 - MTH 3102 Problem Solving
 - MTH 3103 Problem Solving
 - MTH 3104 Problem Solving
- EDU 3303 Mathematical Methods- Sec
- MTH 2402 Calculus II
- MTH 3410 Calculus III
- MTH 3317 Differential Equations
- MTH 3341 Theory of Probability

Science Composite 4th-8th (41-42 credit hours)

- BIO 1402 General Zoology
- BIO 1403 Cellular & Molecular Biology
- BIO 3411 Human Anatomy & Physiology I
- CHE 1341 Chemistry I
- CHE 1141 Chemistry I Lab
- CHE 1342 Chemistry II
- CHE 1142 Chemistry II Lab
- ESC 3403 General Ecology
- GLG 3301 Geology
- PHY 1401 Physics I
- SCI 1402 Introduction to Astronomy
- EDU 3305 Science and Health for Elementary Teachers
- Choose one course:
 - BIO 3404 Genetics
 - BIO 3310 Nutrition
 - BIO 3401 General Microbiology
 - BIO 3412 Human Anatomy & Physiology II
 - CHE 3301 Inorganic Chemistry

Science Composite 7th-12th (46 credit hours)

- BIO 1402 General Zoology
- BIO 1403 Cellular & Molecular Biology
- BIO 3411 Human Anatomy & Physiology I
- CHE 1341 Chemistry I
- CHE 1141 Chemistry I Lab
- CHE 1342 Chemistry II
- CHE 1142 Chemistry II Lab
- ESC 3403 General Ecology
- GLG 3301 Geology
- PHY 1401 Physics I
- SCI 1402 Introduction to Astronomy
- EDU 3306 Secondary Science and Health Methods
- PHY 1402 Physics II
- BIO 3404 Genetics

Social Studies 4th-8th (42 credit hours)

- ECO 2301 Microeconomics
- GRG 1312 World Regional Geography
- HIS 2301 Historical Methods
- HIS 2306 Race and Ethnic Relations
- HIS 1301 U.S. History to 1877
- HIS 1302 U.S. History from 1877
- HIS 2311 World History to 1500
- HIS 2312 World History from 1500
- HIS 3311 Texas History
- POLS 3332 American Political Institutions and Processes
- SOC 1301 Introduction to Sociology
- EDU 3312 Elementary Social Studies Methods
- Choose Two:
 - HIS 3301 History of Mexico
 - HIS 3308 Asian History & Culture
 - HIS 3341 Civil War Era
 - HIS 3342 American West
 - HIS 3343 Post-World War II America
 - POLS 3321 Public Policy
 - HIS 3344 American Environmental History

Social Studies 7th-12th (42 credit hours)

- ECO 2301 Microeconomics
- GRG 1312 World Regional Geography
- HIS 2301 Historical Methods
- HIS 2306 Race and Ethnic Relations
- HIS 1301 U.S. History to 1877

- HIS 1302 U.S. History from 1877
- HIS 2311 World History to 1500
- HIS 2312 World History from 1500
- HIS 3311 Texas History
- POLS 3332 American Political Institutions and Processes
- SOC 1301 Introduction to Sociology
- EDU 3313 Social Studies Methods - Secondary
- Choose Two:
 - HIS 3301 History of Mexico
 - HIS 3308 Asian History & Culture
 - HIS 3341 Civil War Era
 - HIS 3342 American West
 - HIS 3343 Post-World War II America
 - POLS 3321 Public Policy
 - HIS 3344 American Environmental History

English Language Arts and Reading, and Social Studies 4th-8th (48 credit hours)

- ENG 3332 Teaching Writing with Adolescent Literature
- ENG 2301 World Literature: Classicism
- ENG 2303 American Literature
- ENG 2305 British Literature
- ENG 3318 Adolescent Literature
- ENG 3311 Advanced Writing
- GRG 1312 World Regional Geography
- HIS 1301 U.S. History to 1877
- HIS 1302 U.S. History from 1877
- IS 2311 World History to 1500
- HIS 2312 World History from 1500
- HIS 3311 Texas History
- HIS 3343 Post-World War II America
- RDG 3327 Intermediate Language & Literacy
- EDU 3312 Elementary Social Studies Methods
- Choose One:
 - ENG 3302 Drama
 - ENG 3341 Hispanic Writers of the US
 - ENG 3309 Fiction

Music EC-12th

- Must earn a BA in Music
- MUS 3331 Music Pedagogy

Physical Education EC-12th (44 credit hours)

- KIN 1302 First Aid and Safety

- KIN 2301 Personal and Community Health
- KIN 2330 Prevention & Treatment of Movement Injuries
- KIN 3313 Motor Development and Learning
- KIN 3316 Evaluation in Physical Education and Sport
- BIO 1403 Cellular and Molecular Biology
- BIO 3411 Human Anatomy and Physiology I
- KIN 2303 Theory and Application of Physical Fitness
- KIN 3315 Organization and Admin of Phys. Ed. & Sport
- KIN/PSY 3334 Exercise and Sports Psychology
- KIN 3331 Coaching Team Sports
- KIN 3332 Coaching Individual Sports
- KIN 3333 Methods of Teaching Physical Education
- KIN 4310 Kinesiology Internship

Additional Concentrations

Students can add additional concentrations to the program for the Educational Content Curriculum major.

Christian Teacher Diploma

See Special Programs section for course requirements.

Lutheran Teacher Diploma

See Special Programs section for course requirements

Special Education Certification

Students wishing to seek Special Education Certification after their initial area of certification will complete the following classes:

- SPED 3301 Intro to Exceptional Learners
- SPED 3302 Language & Intercultural Communications
- SPED 3303 Assessment for Diverse Learners
- SPED 3304 Consultation & Collaboration
- SPED 4305 Methods for Teaching the Exceptional Learner

Religious Education Major (BA)

The Bachelor of Arts major in Religious Education provides basic educational, religious, and interpersonal foundations for the student, as well as specialized training to develop individual interests in areas such as youth ministry, family ministry, children's ministry, music and the arts, theology, missions, and outdoor ministry.

Requirements

Concordia Common Experience/General Education (42-44 credit hours)

Bachelor of Arts (BA) degree requirements (at least 9 credit hours)

- 3 hours from one of the following courses:
 - ENG 2301 World Literature: Classicism
 - HIS 2311 World History to 1500
 - HIS 2312 World History from 1500
 - HIS 3308 Asian History and Culture
 - HIS 3301 History of Mexico
 - HIS 3314 Traditions/Values of Classical Civilizations
 - PHL 3301 Survey of Western Philosophy
- Modern or Classical Language:
 - Complete two consecutive terms (at least six credit hours) of a non-English language.

Supporting Coursework (18-19 credit hours)

- MTH 1351 College Algebra
- PSY 1311 Intro to Psychology
- Choose One:
 - SCI 1401 Intro to Astronomy
 - ESC 1302 and ESC 1102L Intro to Environmental Science with Lab
- HIS 2311 World History
- HIS 1301 US History to 1877
- CIS 1300 Technology of the Digital Age

Courses Required for the Major (55 credit hours)

- PSY 3331 Introduction to Counseling
- REL 3342 Lutheran Confessions
- REL 3333 Introduction to Christian Ethics
- REL 3381 Major World Religions
- REL 3335 Christian Apologetics
- COM 3304 Group Dynamics
- REDU 1111 Spiritual Disciplines I
- REDU 1112 Spiritual Disciplines II
- REDU 2220 Introduction to DCE Ministry
- REDU 3250 The Christian Witness and Evangelism
- REDU 3310 Youth Ministry
- REDU 3315 Confirmation Planning & Implementation
- REDU 3317 Children's Ministry
- REDU 3320 Parish Administration
- REDU 3330 Family Ministry
- REDU 3340 Adult Education in the Parish
- REDU 3350 Curriculum & Methods in Religious Ed.
- REDU 4210 DCE Practicum I

- REDU 4211 DCE Practicum II
- REL 3341 Lutheran Doctrine
- SOC 1301 Intro to Sociology

Choose one concentration:

Children's Ministry (18 credit hours)

- REDU 3316 Leadership & Admin in Children's Ministry
- PSY 2301 Lifespan Development
- ECE 3320 ECE Curriculum, Materials & Methods
- COM 3302 Non-Verbal Communication
- SOC 3331 Sociology of Children and Childhood
- KIN 3313 Motor Development and Learning

Missions & Culture (18 credit hours)

- ANT 1301 Introduction to Anthropology
- COM 3308 Persuasive Communication
- HIS 2306 Race and Ethnic Relations
- COM 3325 Interpersonal Communication
- COM 2317 Cinema and Religion
- REDU 3240 Missional Leadership
- REDU 3198 National/International Studies

Outdoor Ministry (21-23 credit hours)

- 6-8 hours of a lab science
- REDU 3232 Outdoor Christian Education
- BADM 3350 Principles of Marketing
- BADM 3311 Principles of Management
- KIN 1302 First Aid and Safety
- REL 3346 Christian View of Nature
- Any 1 credit hours from the following courses:
 - BIO 1101 Field Biology East and Southeast Texas
 - BIO 1102 Field Biology: Rio Grande Valley
 - BIO 1103 Field Biology: Southwest Texas
 - BIO 1104 Field Biology: Panhandle & Northwest Texas
 - BIO 1105 Field Biology: Central Texas
 - BIO 1106 Field Biology: Guadalupe Mountains

Theology (18 credit hours)

- Any 18 hours of upper level REL or REDU courses not already taken

Worship & the Arts (18 credit hours)

- MUS 3362 Worship and Music
- REL 3345 Theology of Worship

- REDU 3230 Leading Contemporary Worship
- MUS 2234 Music Technology
- MUS 2118 Aural Skills
- Choose one course:
 - THEA 3321 Theatrical Performance
 - ART 1311 Design
- MUS 2119 Voice Lessons
- MUS 2334 Music Theory*

***Note:** The pre-requisite for MUS 2334 is MUS 1332 Music Fundamentals or consent of the instructor

Youth Ministry (18 credit hours)

- COM 2317 Cinema and Religion
- REDU 3319 Middle School Ministry
- REDU 3311 Cultural Influences on Youth Ministry
- REDU 3313 Special Topics in Youth Ministry
- REDU 3240 Missional Leadership
- REDU 3198 National/International Studies
- KIN 1302 First Aid and Safety

Other Concentration Options

Students may choose, as a concentration, one of the minors listed below and use the requirements as the concentration for the Religious Education major.

- Behavioral Sciences
- Business
- Interpersonal Communication
- Computer Science
- Education
- Marketing
- Music
- Political Science
- Public Relations

Additional Information

Upon successful completion of all requirements for the DCE Major, the final requirement for certification by the Lutheran Church-Missouri Synod is a year-long internship, normally following graduation, in a congregation, agency, or mission site of the LCMS.

Certification as a DCE in The Lutheran Church-Missouri Synod requires successful completion of two terms of an internship in a LCMS congregation.

- REDU 41210 Internship I
- REDU 41211 Internship II

Applications for admission into the DCE major are available on the Concordia website.

Outcomes

- Students with an undergraduate degree in Religious Education (DCE) will:
- Exhibit Christian character
- Nurture a personally maturing faith in Christ grounded in the Scriptures and the Lutheran Confessions
- Relate well with people of all ages
- Express a passion for teaching and learning
- Manifest a servant heart
- Balance personal and professional life effectively
- Model a team orientation
- Strive for excellence
- Lead to equip leaders
- Perform in a self-directed manner

Director of Christian Education Post-Baccalaureate Certificate Program

The Concordia University DCE Specialist Certification Program is a means through which individuals holding an earned Bachelor's degree may complete certification requirements for the Director of Christian Education (DCE) ministry of the Lutheran Church – Missouri Synod and be included on the roster of the Commissioned Ministry.

Students interested in an introduction to this discipline are advised to take REDU 2220 Introduction to DCE Ministry. This course counts toward the requirements for the major.

Requirements

Program Entrance Requirements:

- Completion of a Bachelor's degree at a regionally accredited institution
- Overall Grade Point Average (GPA) of 2.50 or better
- Two letters of recommendation (one from an LCMS professional church worker)
- Official copies of all college transcripts
- Completion of the Concordia University and DCE Certification application forms
- Membership in a congregation of the Lutheran Church – Missouri Synod

Courses Required for the Certificate (56-70 credit hours)

Religion (18 credit hours)

- REL 1301 New Testament History and Reading
- REL 1311 History and Literature of the Old Testament
- REL 2352 History and Philosophy of the Reformation or REL 3354 History of Christianity
- REL 3341 Lutheran Doctrine
- REL 3353 American Christianity or REL 3381 Major World Religions
- REL 3333 Introduction to Christian Ethics or REL 3335 Christian Apologetics

Professional Preparation (24 credit hours)

- Select any courses below to total 24 credit hours
 - COM 3303 Communications for Church Workers
 - COM 3304 Group Dynamics
 - REDU 2350 Curriculum & Methods in Religious Education
 - REDU 2220 Introduction to DCE Ministry
 - REDU 3230 Leading Contemporary Worship
 - REDU 3232 Outdoor Christian Ministry
 - REDU 3240 Missional Leadership
 - REDU 3250 Christian Witness and Evangelism
 - REDU 3310 Youth Ministry
 - REDU 3311 Cultural Influences in Youth Ministry
 - REDU 3313 Special Topics in Youth Ministry
 - REDU 3315 Confirmation Planning
 - REDU 3316 Leadership & Administration in Children's Ministry
 - REDU 3317 Children's Ministry
 - REDU 3319 Middle Level Ministry
 - REDU 3320 Parish Administration
 - REDU 3330 Family Ministry
 - REDU 3340 Adult Education in the Parish
 - REDU 3341 Parish Program Leadership
 - REDU 3345 Emergent Theory
 - REDU 3398 Nat'l/Int'l Studies: Mission Trip
 - PSY 3331 Introduction to Counseling

Field Experience (4 credit hours)

- REDU 4210 DCE Practicum I
- REDU 4211 DCE Practicum II

Internship (24 credit hours)

- REDU 41210 DCE Internship I
- REDU 41211 DCE Internship II

Additional Information

Curricular Structure: The DCE Specialist Certification Program requires a total of up to 70 hours of credit, depending on prior coursework and experience. A one-year Internship in a LC-MS parish will give 24 credit hours of credit. The Internship is required to receive the DCE Certification. Course work could be taken on a part-time basis over two or three years and would be followed by a full-time Internship.

Outcomes

- Students with a certificate in Religious Education (DCE) will:

- Exhibit Christian character
- Nurture a personally maturing faith in Christ grounded in the Scriptures and the Lutheran Confessions
- Relate well with people of all ages
- Express a passion for teaching and learning
- Manifest a servant heart
- Balance personal and professional life effectively
- Model a team orientation
- Strive for excellence
- Lead to equip leaders
- Perform in a self-directed manner

Religious Education Minor (18 credit hours)

- REDU 3310 Youth Ministry
- REDU 3317 Children's Ministry
- REDU 3320 Parish Administration
- REDU 3330 Family Ministry
- REDU 3340 Adult Education
- REDU 3341 Leadership Development

Education Minor (20 credit hours)

NOTE: This minor is recommended for students seeking to understand and develop competencies in the field of education, but not seeking teacher certification. This minor does not lead to teacher certification within the State of Texas. Students seeking certification should see the Chair of the College of Education regarding programs that can lead to teacher certification.

- EDU 2201 Introduction to Education
- SPED 3301 Introduction to Exceptional Learners
- EDU 3343 Education Psychology
- EDU 3320 Foundations of ESL Education
- EDU 3311 Teaching Strategies and Assessment
- EDU 3323 Educational Technology
- EDU 3340 Societal Relations and Classroom Management

Graduate Programs

Masters of Education (MED)

Concordia University Texas College of Education offers a Master's Degree in Education (MEd) with areas of specialization called "concentrations" The goal of the program is to prepare educational practitioners who exemplify ethical, values centered leadership in education. Candidates will grow in their ability to serve as change agents in educational reform utilizing "best practices" in teaching and learning. Each candidate will have a solid foundation in the practical application of theory, research, and assessment in education.

The M.Ed. degree plan has two parts: a core and a specialization/concentration. The core provides the foundations in theory and research. The specialization/concentration is designed to prepare the candidate for his/her professional goals in leadership. Each specialization/concentration is delivered in a cohort model either face-to-face or online. College of Education students should visit the College of Education handbook for further details regarding program requirements.

Advanced Literacy

Advanced Literacy will prepare candidates for various roles in reading instruction and remediation. Candidates will understand the development of reading and writing skills as a foundation for the diagnosis and remediation of reading difficulties. Candidates are prepared to complete the Reading Specialist licensure exam in the State of Texas.

Candidates in this concentration conduct a field-based practicum (LTC 5336), which focuses on the diagnostic teaching and learning process within the context of a Case Study. Under supervision and guidance, candidates utilize best practice strategies for assessment, diagnosis, instruction and evaluation of literacy strengths and weaknesses of the tutee. This course is the capstone requirement for the Advanced Literacy Instruction concentration.

Coaching and Sports Administration

The Master of Education in Coaching and Sports Administration focuses on the practical knowledge in the academic discipline of coaching and athletics administration. In addition to the core of courses in ethics and leadership, research, law, and finance, the specialization offers a sport specific practicum and professional expertise in coaching and administration. The practicum provides a supervised educational work experience in specific sport that allows you to apply the theories of what you learned in a practical setting.

Differentiated Instruction

The differentiated instruction concentration prepares candidates to become Master Teachers in a typical classroom setting. The candidate is able to identify specific ways for each individual

student to learn as quickly as possible. Utilizing student interest and strengths, the candidates utilize a range of instructional strategies to address student needs. An action research project is the capstone for this specialization. The candidate proposes and completes a research study that meets his/her professional goals as demonstrated through a five chapter report.

Educational Administration

The educational administration concentration will provide opportunities to develop appropriate administrative skills and procedures vital to a successful educational setting in public or private schools. Candidates will develop a high level of leadership skills and gain knowledge about theories that drive the educational process. Candidates who successfully complete the educational administration concentration will meet the State of Texas course requirements and will be eligible to take the TExES test to be certified as a Principal (068 Principal). Candidates complete a 16-week practicum under the mentorship of a Texas certified administrator at a local school or district administration office. During the practicum, each candidate will complete a minimum of 160 hours acting as a school administrator by completing activities that relate to the program competencies and Principal Standards found in TAC 241.15.

Instructional Leadership

The instructional leadership concentration will provide opportunities to develop appropriate academic and administrative skills and procedures vital to a successful educational setting in public or private schools. Candidates will gain knowledge about theories that drive the educational process. Candidates in this program will not be eligible to seek certification as a principal in Texas.

Special Education

Special Education will prepare candidates for various roles in educating students with special needs. Students will develop a theoretical base in which to approach the challenges of educating the student with special needs. Candidates will learn skills in collaboration necessary for reaching consensus. Candidates will also develop knowledge of special education law and examine ethical issues in dealing with students and parents. Candidates in this concentration will apply the theory and activities experienced to master course objectives in a field-based practicum (SPED 5320). Candidates are prepared to complete the Special Education certification exam in the State of Texas.

Requirements

Courses Required for the Major (6 credit hours)

- MED 5305 Educational Research MED
- MED 5308 Ethics and Leadership in Education

Choose one concentration:

Advanced Literacy Instruction (24 credit hours)

- MED 5303 Curriculum Design and Practice
- MED 5309 Differentiated Instruction and Learning Theory
- LTC 5330 Language Acquisition and Emergent Literacy
- LTC 5331 Reading and Writing across Curriculum: All Level
- LTC 5333 Literature and Literacy
- LTC 5336 Literacy Improvement Remediation-Practicum
- LTC 5338 Reading and Literacy Programs
- LTC 5339 Evaluation and Diagnosis of Literacy Needs

Coaching and Sports Administration (24 credit hours)

- MED 5310 Organizational Behavior in Sports
- MED 5311 Legal Aspects of Sports
- SPAD 5301 Critical Issues/Events in Sports
- SPAD 5303 Finance
- SPAD 5304 Facilities/Event Planning
- SPAD 5330 Action Research
- SPAD 5331 Principles of Coaching
- SPAD 5333 Practicum in Coaching

Differentiated Instruction (24 credit hours)

- MED 5303 Curriculum Design and Practice
- MED 5309 Differentiated Instruction and Learning Theory
- DIFN 5311 Intro to the Exceptional Learner
- DIFN 5312 Language and Intercultural Communication Issues
- DIFN 5313 Teaching and Assessment Strategies
- DIFN 5314 Consultation and Collaboration for Exceptional Learners
- DIFN 5315 Intro to Gifted and Talented Learners
- CAI 5330 Action Research

Educational Administration (24 credit hours)

- MED 5303 Curriculum Design and Practice
- MED 5309 Differentiated Instruction and Learning Theory
- EDAD 5323 Evaluation and Assessment in Education
- EDAD 5322 Legal Foundations of Education
- EDAD 5351 School Diversity Leader
- EDAD 5352 School Resource Leader
- EDAD 5353 School Professional Development and Continuing Education Leader.
- EDAD 5154 Practicum I
- EDAD 5155 Practicum II
- EDAD 5156 Practicum III

Instructional Leadership (27 credit hours)

- MED 5303 Curriculum Design and Practice

- MED 5309 Differentiated Instruction and Learning Theory
- EDAD 5323 Evaluation & Assess in Ed
- EDAD 5322 Legal Found of Ed
- EDAD 5351 School Diversity Leader
- EDAD 5352 School Resource Leader
- MED 5305 Ed Research
- EDAD 5353 School Professional Development and Continuing Education Leader.
- MED 5312 Academic Coaching

Special Education (24 credit hours)

- MED 5303 Curriculum Design and Practice
- MED 5309 Differentiated Instruction and Learning Theory
- SPED 5310 Critical Issues in Special Education
- SPED 5312 Culturally Responsive Teaching in the Inclusive Classroom
- SPED 5314 Special Education Law
- SPED 5316 The Teaching-Learning Process in Special Education
- SPED 5318 Collaboration in Special Education
- SPED 5320 Practicum in Special Education

Outcomes

Built on the Christ-centered mission statement of the Concordia University System and Concordia University Texas, the mission of the Master of Education (MEd) program is to develop educational practitioners who exemplify leadership in:

- Value-centered education
- Effective management of educational change
- Effective practices in teaching and learning
- Sensitivity to diversity in learners, cultures, and educational systems
- Practical applications of theory, research, and assessment in education

Doctor of Education

Concordia University Texas College of Education offers a Doctor of Education degree (EdD) with two areas of specialization: Educational Administration (with Texas superintendent certification option for qualified candidates) and Curriculum and Instruction.

The EdD is a 60-credit hour plan of study. The first 21 credit hours will be made up of core classes, common to both specialties. The remaining 39 credit hours will be taken in one of the two specialties. Students in both specialties will complete 200 clock hours of field-based internship and five research-based courses that will culminate in at least 12 hours of proposal and dissertation work as the capstone activity of the program.

Requirements

Courses Required for the Major (24 credit hours)

For most candidates, completion of Dissertation will take place at end of Academic Year 3 with Dissertation Defense, Oral Exam, and Graduation taking place in the fall.

- EDU 6310 Christian Values & Ethics
- EDU 6311 Research I – Academic Writing
- EDU 6312 Research II – Quantitative Research
- EDU 6316 Research III – Qualitative Research
- EDU 6313 Multicultural Experiences
- EDU 6314 Grant Writing
- EDU 6341 Digital Learning (Summer Institute)
- COMPREHENSIVE EXAM

Choose one concentration:

Curriculum & Administration (37 credit hours)

- CAI 6320 Curriculum Theory
- CAI 6321 Strategies for Professional Development
- CAI 6322 Curriculum Design
- CAI 6323 Research IV - Proposal
- CAI 6324 Assessment of Student Learning
- CAI 6325 Contemporary Issues
- CAI 6351 Program Evaluation (Summer Institute)
- CAI 6352 Supervision & Leadership
- CAI 6335 Practicum I
- CAI 6361 Research V (1) – Dissertation
- CAI 6336 Practicum II
- CAI 6362 Research V (2) – Dissertation
- CAI 6363 Research V (3) – Dissertation

Educational Administration (37 credit hours)

- EDAD 6320 Program Analysis & Evaluation
- EDAD 6324 Leadership in the District
- EDAD 6322 Organization & Public Relations
- EDAD 6323 Research IV - Proposal
- EDAD 6321 Issues in District Leadership District
- EDAD 6325 Advanced School Law
- EDAD 6351 Finance & the School District
- EDAD 6352 Conflict Resolution (Summer Institute)
- EDAD 6335 Practicum
- EDAD 6361 Research V (1) – Dissertation
- EDAD 6336 Practicum

- EDAD 6362 Research V (2) – Dissertation
- EDAD 6363 Research V (3) – Dissertation

Additional Requirements

Practicum/Internship Meetings

The third year of the program will consist of students working on and finalizing their dissertations and completing their Practicum (in the case of EDAD students) and the Internship (in the case of C & I students). The purpose of the Practicum and the Internship is to expose students to a variety of settings that will serve them well in future job pursuits. Certain activities in support of program objectives will accompany these visits, and students will work with their supervisors to complete these tasks.

Comprehensive Exam

Upon completion of the Core Courses, all students in the EdD program will be required to successfully complete the Comprehensive Exam before being admitted to Candidacy in their area of specialty. The purpose of the Comprehensive Exam is for students to demonstrate their ability to:

- Master critical concepts from the Core Courses;
- Apply study skills to a range of topics broader than just one course;
- Be prepared for the in-depth study required in the area of specialty;
- Use critical thinking skills to deduce the best answer across a range of possibilities.

Each instructor in the Core Courses will be asked to develop questions (and suggested acceptable answers) that will cover the most critical aspects of their respective course. Students will be provided with a Suggested Study Sheet to help in preparing for the exam. Students will be expected to demonstrate mastery at the 70 percent level as scored by the appointed readers.

Advancement to Candidacy

Students are advanced to Candidacy status when they successfully complete the core classes and pass the Qualifying Examination.

Dissertation

Dissertation Committee assignment and approval should take place no later than the end of the first course in the specialty area. Dissertation Committees will consist of three faculty members from CTX, one of which must be a full-time faculty member. Generally, two of the three members will be from the College of Education. All requests to have a faculty member serve on a Dissertation Committee must be made to that instructor in writing, and a signed agreement from the faculty member must be delivered to the Program Director, who must approve final committee selection. Any variation to the plan described above will require a Petition to the Program Director. A Petition will also be necessary in the event that a Dissertation Committee

member must be replaced. It will be up to the student and the Dissertation Chair to work out a “calendar of events” that will lead to completion and defense of the dissertation and to establish protocols for meetings, contacts, etc. The Chair will be the main point of contact for all things dissertation-related throughout the program, including serving as liaison between the student and the IRB Committee (See IRB Committee below). Other dissertation-related materials are found in the second part of this document, entitled Dissertation Guide.

After passing the Comprehensive Exam upon completion of the core courses, students should obtain the CTX Dissertation Guide which details the format for all dissertations, abstracts, and proposals. The CTX Dissertation Guide will direct students to follow the American Psychological Association’s (APA) (2010) Publication Manual of the American Psychological Association (6th ed.). Additional information on the APA Publication Manual, including tutorials can be found on the APA website at www.apastyle.org/learn/. The CTX Dissertation Guide will further discuss details such as paper, page format, margins, pagination, submission requirements, and required forms.

Dissertation Fee

A fee of \$600 per dissertation course is charged.

Dissertation Proposal

Near the middle of Year Two of the program, students will take Research IV – Dissertation Proposal. The expectations of Research IV are as follows:

- That the student will receive approval from the instructor on the dissertation topic;
- That the instructor will submit the topic with any comments to the Program Director, who, in turn, will sign off on the topic selected;
- That the student will complete during the course at a minimum a draft of the first three chapters of the dissertation, the Statement of the Problem and the Review of the Literature;

IRB Committee

The purpose of the Institutional Review Board (IRB) is to ensure that proper protocols are followed in the use of human subjects for research. IRB approval must be secured before data gathering for a dissertation begins. This will normally take place in or around the time the students takes Research V. Students should consult with their Dissertation Chair, who can guide them through the IRB application and review process. CTX IRB – related policies may be found on the CTX website. The final approval from IRB for research to commence should be a part of the student record filed in the Graduate Studies office.

Dissertation and Defense

The culminating activity of this program will be the completion of the dissertation and its defense. These activities are described in great detail in the Dissertation Guide that accompanies this document.

Program Continuance Beyond Third Year

Students are expected to complete all degree requirements within three years. Students' progress is normally marked as passing the Comprehensive Examination at the end of the first year, completing the Dissertation Proposal at the end of the second year and successfully defending the Dissertation at the end of the third year. Students who are in good standing will be authorized to continue beyond the third year as follows:

- Beginning of Year 4 – Authorization will be made by the Director of the Doctoral Program
- Beginning of Year 5 – Authorization will be made by the Dean of the College of Education
- Beginning of Year 6 – Authorization will be made by the University Provost.

Students requiring extensions to the fifth year and beyond must meet all policy requirements of the University including validation of old coursework.

Outcomes

Upon successful completion of the Doctor of Education (EdD) degree program, students will be able to:

- Serve as a model for ethical, moral, and Christian behavior and exhibit the skills associated with the servant leader, especially the skill of facilitating a campus and/or district vision
- Demonstrate a comprehensive knowledge of educational environment, organization, programs, and assessment, paying particular attention to the importance of culture, diversity, and family involvement
- Facilitate change and foster ownership on the part of those most impacted by change while consistently promoting strategies of instruction that are supported by best practice
- Present evidence of extensive scholarly inquiry through the collection and use of data to make program changes and the completion of a dissertation which will serve as the capstone activity of the program
- Demonstrate a problem solving strategy that supports the interests of the district and adheres to all applicable local, state, and federal laws

Educational Administration Principal Certificate Program (PCP)

Candidates with an earned master's degree who seek Principal Certification will have their transcripts analyzed by the program director to verify the total number of courses needed to complete the Principal Certificate program.

Requirements

Courses Required for the Major (24 credit hours)

Students with no transfer credit and who do not qualify for a course waiver will take the following eight courses:

- MED 5305 Educational Research
- MED 5308 Ethics and Leadership in Education
- EDAD 5322 Legal Foundations of Education
- EDAD 5323 Evaluation and Assessment in Education
- EDAD 5351 School Diversity Leader
- EDAD 5352 School Resource Leader
- EDAD 5353 School Professional Development and Continuing Education Leader.
- EDAD 5154 Practicum I
- EDAD 5155 Practicum II
- EDAD 5156 Practicum III

College of Nursing

Dr. Kathy Lauchner, Dean

Mission and Overview

The mission of the Concordia Nursing program is to develop each nursing student's ability to serve as a Christian leader in professional and/or advanced nursing practice, promoting high-quality, safe patient/client care within diverse healthcare settings.

Why Choose a Degree from the College of Nursing?

A major in Nursing prepares you for:

- A career in health-care as a valued member of the health-care team
- Furthering your education and qualifications by pursuing MSN and doctoral degrees
- A career that can is not limited geographically. Nurses are needed everywhere.

Nursing Major (BSN)

The Professional Nursing Sequence (NUR courses) will consist of nursing lecture, simulation and clinical courses that provide students the knowledge, skills, and attitude necessary to become competent and compassionate professional nurses and are only available to students admitted to the professional nursing sequence. College of Nursing students should visit the College of Nursing handbook for further details regarding program requirements.

Requirements

Concordia Common Experience/General Education (42-44 credit hours)

Supporting Coursework (31 credit hours)

Specific Requirements prior to enrollment in the Professional Nursing Sequence. Application may be made to the Bachelor of Science in Nursing (BSN) Professional Sequence when all preliminary requirements have been met.

- BIO 3310 Nutrition

- Choose one course
 - BIO 2402 Microbiology for Health Professions
 - BIO 3401 General Microbiology*
- Choose one course:
 - BIO 2411 Anatomy & Phys for Health Prof I
 - BIO 3411 Human Anatomy and Phy I*
- Choose one course:
 - BIO 2412 Anatomy & Phys for Health Prof II
 - BIO 3412 Human Anatomy and Phys II*
- Choose one course:
 - CHE 1431 Chem for Health Prof
 - CHE 1341 Chem I & CHE 1141 Chem I Lab
- MTH 2301 Introduction to Statistics
- PSY 1311 Introduction to Psychology
- PSY 2301 Life-Span Development
- Choose one course:
 - SPN 2301 Spanish for Healthcare Workers
 - 3 credit College Level Spanish Course

*Course have additional prerequisites

Courses Required for the Major (62 credit hours)

NUR courses are grouped and taken by semester. Courses taken in the first semester are indicated below by (J1). Those taken in the second semester are indicated by (J2), and those taken in the third and fourth semesters are indicated by (S1) and (S2) respectively.

J1 Courses 17

- NUR 3535 Adult Health Nursing I Theory
- NUR 3220 Adult Health Nursing I Skills
- NUR 3536 Adult Health Nursing I Practicum
- NUR 3536S Adult Health Nursing I Practicum Simulation
- NUR 3330 Professionalism in Nursing
- NUR 3250 Pharmacology for Nurses I

J2 Courses 17

- NUR 3365 Adult Health Nursing II Theory
- NUR 3265 Adult Health Nursing II Skills
- NUR 3386 Adult Health Nursing II Practicum
- NUR 3386S Adult Health Nursing II Practicum Simulation
- NUR 3251 Pharmacology for Nurses II
- NUR 3320 Maternal/Newborn Theory
- NUR 3226 Maternal/Newborn Practicum
- NUR 3226S Maternal/Newborn Practicum Simulation

S1 Courses 14

- NUR 4332 Child and Family Theory
- NUR 4232 Child & Family Nursing Practicum

- NUR 4232S Child & Family Nursing Practicum Simulation
- NUR 4385 Adult Health Nursing III Theory
- NUR 4386 Adult Health Nursing III Practicum
- NUR 4386S Adult Health Nursing III Practicum Simulation
- NUR 4357 Nursing Leadership and Management

S2 Courses 17

- NUR 4360 Community and Global Health Theory
- NUR 4260 Community and Global Health Practicum & Simulation
- NUR 4370 Capstone Simulation & Practicum (capstone)
- NUR 4195 NCLEX Preparation & Review
- NUR 4286 Adult Health Nursing IV Theory
- NUR 4280 Transition to Practice
- NUR 4310 Nursing Research

Outcomes

Nursing Program outcomes are grouped according to the four professional nursing roles developed by the Texas Board of Nursing (2010).

As a Member of the Profession of Nursing, the BSN-graduate will:

Function within the nurse's legal scope of practice and in accordance with the policies and procedures of the health care institution or practice setting.

Assume responsibility and accountability for the quality of nursing care provided to patients, families, populations, and communities.

Promote the practice of professional nursing through leadership activities and advocacy, influencing healthcare policy formation and participation in the legislative process.

Demonstrate responsibility for continued competence in nursing practice, and develop insight through reflection, self-analysis, self-care, and lifelong learning.

As a Provider of Patient-Centered Care, the BSN-graduate will:

- Use clinical reasoning and knowledge based on the baccalaureate degree nursing program of study, evidence-based practice outcomes, and research studies as the basis for decision making and comprehensive patient care.
- Assess the physical and mental health status, needs, and preferences of culturally, ethnically, and socially diverse patients, families, populations, and communities based upon interpretation of comprehensive health assessment findings compared with evidence-based health data and a synthesis of knowledge derived from a baccalaureate degree nursing program of study.
- Synthesize comprehensive assessment data to identify problems, formulate goals/outcomes, and develop plans of care for patients, families, populations, and communities using information from evidence-based practice and research in collaboration with members of the interdisciplinary health care team.
- Provide safe, compassionate, comprehensive nursing care to patients, families, populations, and communities through a broad array of health care services.

- Implement the plan of care for patients, families, populations, and communities within legal, ethical, and regulatory parameters and in consideration of disease prevention, wellness, and promotion of healthy lifestyles.
- Evaluate and report patient, family, population, and community outcomes and responses to therapeutic interventions in comparison to benchmarks from evidence-based practice and research findings, and plan follow-up nursing care.
- Develop, implement, and evaluate teaching plans for patients, families, populations, and communities to address health promotion, maintenance, restoration, and population risk reduction.
- Coordinate human, information, and materiel management resources in providing care for patients, families, populations, and communities.

As a Patient Safety Advocate, the BSN-graduate will:

- Demonstrate knowledge of the Texas Nursing Practice Act and the Texas Board of Nursing Rules that emphasize safety, as well as all federal, state, and local government and accreditation organization safety requirements and standards.
- Implement measures to promote quality and a safe environment for patients, self, and others.
- Formulate goals and outcomes using an evidence-based and theoretical analysis of available data to reduce patient and community risks.
- Obtain instruction, supervision, or training as needed when implementing nursing procedures or practices.
- Comply with mandatory reporting requirements of the Texas Nursing Practice Act.
- Accept and make assignments and delegate tasks that take into consideration patient safety and organizational policy.

As a Member of the Health Care Team, the BSN-graduate will:

- Coordinate, collaborate, and communicate with patients, families, populations, communities, and the interdisciplinary health care team to plan, deliver, and evaluate care.
- Serve as a health care advocate in monitoring and promoting quality and access to health care for patients, families, populations, and communities.
- Use multiple referral resources for patients, families, populations, and communities, considering cost, confidentiality, effectiveness and efficiency of care, continuity and continuum of care, and health promotion, maintenance, and restoration.
- Communicate and collaborate in a timely manner with members of the interdisciplinary health care team to promote and maintain optimal health status of patients, families, populations, and communities.
- Communicate and manage information using technology and informatics to support decision making to improve patient care and delivery systems.
- Assign and/or delegate nursing care to other members of the health care team based upon an analysis of patient or organizational need.
- Supervise nursing care provided by others for whom the nurse is responsible by using best practices of management, leadership, and evaluation.

Additional Information

Students entering Concordia as freshmen should initially declare a Global Public Health Major. This major has a track that is designed to prepare students for the Nursing Professional Sequence, which takes two years to complete. Completion of preliminary requirements does not guarantee admission to the Professional Nursing Sequence.

Academic Information

Academic Integrity

Academic integrity stands at the heart of intellectual life and is a core principle that underpins how we live and learn in a community of inquiry. Concordia University Texas is committed to the development of each student to become a productive and responsible citizen who embraces the values of honesty, trust, fairness, respect and responsibility. The community at Concordia University strives to instill values that uphold academic integrity and promotes an ethical standard that does not condone academic misconduct.

For a complete description of Concordia University's Academic Integrity policy, including descriptions of academic integrity violations, process, and the appeal process, please see the [Student Policies and Processes page](#) on the Concordia website.

Attendance

Traditional Programs

Concordia University Texas expects students to attend class regularly in order to maximize their educational experience. Individual programs and/or instructors establish an attendance policy for courses and that policy is communicated to the student. Students are responsible for familiarizing themselves with this policy at the beginning of each course. Students receiving any form of financial assistance (including VA benefits) must maintain regular attendance to be eligible for assistance.

Hybrid

Hybrid classes are courses that meet in the evenings usually one night a week and include online courses requirements. Attendance policy states that any student not attending the first night of class will be administratively dropped from that course. Likewise, these programs have attendance policies that limit the number of hours a student may miss before being administratively removed from the course. If a student misses more than four (4) hours of class

time, that student will be administratively withdrawn from the course. Students receiving any form of financial assistance (including VA benefits) must maintain regular attendance to be eligible for assistance.

Online Programs

Concordia University Texas expects students to log into class and participate by Sunday of the first week. Doing so establishes intention to participate in the course. If students fail to log in and participate they will be academically withdrawn. Students are encouraged to log in and participate in class often in order to maximize their educational experience.

Online attendance for all undergraduate and graduate courses is maintained by logging into the learning management system and participating in class activities (completing an assignment, completing a quiz, participating in a discussion forum, attending a synchronous session) at least once every seven (7) days. Failure to do so will result in an administrative withdraw with no refund. Individual programs and/ or instructors may establish additional attendance policies for courses and that policy is communicated to the student during orientation and in the course syllabus.

Students are responsible for familiarizing themselves with this policy at the beginning of each course. Students receiving any form of financial assistance (including VA benefits) must maintain regular attendance to be eligible for assistance. The students' instructors and Student Academic Planners will monitor attendance

Classification

Standard Classifications

- Freshman - Students who have successfully completed less than 30 credit hours.
- Sophomore - Students who have successfully completed 30 - 59 credit hours.
- Junior - Students who have successfully completed 60 - 89 credit hours.
- Senior - Students who have successfully completed 90+ credit hours or who have been awarded a baccalaureate degree and who plan to obtain another degree at Concordia
- Post Baccalaureate – Students who have received a Bachelor degree, but wish to pursue further study
- Graduate – Students who have received a Bachelor degree and are pursuing a Master's Degree
- Post Graduate – Students who have received a Master Degree or higher and want to pursue further study
- Doctoral – Students who are pursuing a doctoral degree

Other Classifications

- Special/Post-Baccalaureate Students who hold a baccalaureate degree from any regionally accredited institution who are either:
 - enrolled in a certification program
 - are pursuing another major, but do not plan to obtain a second baccalaureate degree.
- Degree Seeking - Students, full or part-time, in pursuit of an associate, baccalaureate, or master's degree; students wishing to take coursework for the purpose of applying for credit in another institution fall under this classification.
- Non-Degree Seeking - Students who wish to take coursework for purposes of personal enrichment or employment promotion opportunities. See the paragraph on Admission under Non-Degree Seeking Students.
- Lutheran Church Work - Students preparing themselves for one of the Lutheran Church-Missouri Synod church work vocations. Such students must hold membership in a Lutheran Church-Missouri Synod congregation.
- Community Learner - The Community Learning program is designed to allow the community to take part in courses for personal enrichment. A community learner is not considered a student and does not receive any credit for the course. To participate in the Community Learner program, an individual must file an application with the Office of Student Registration and Records as well as secure permission of the instructor prior to enrolling in the course. Participation in the Community Learner program requires a per course fee due at the time of enrollment along with any associated special fees if applicable (see Tuition and Fees). Community Learner participants may not register for music lessons, internships, travel courses, practicum courses, or courses that are full and/or closed.

Census

The Census Date for each long semester (fall and spring) is published in the Academic Calendar. As of that date all class schedules are official, a matter of permanent record, and will appear on a student's transcript.

- Courses dropped before the Census Date will not appear on the student's transcript.
- Courses dropped after the Census Date and before the Withdrawal deadline will be recorded on the student's transcript with the grade of "W".
- Certification of attendance for insurance purposes will be done as of Census Date for that semester.

Dean's List

Full-time (enrolled in 12 or more G.P.A. hours), degree seeking, undergraduate students whose Concordia term grade point average is 3.50 or higher are placed on the Dean's List for that term. This academic status is recorded on the student's official transcript. The Office of the Dean of Teaching and Learning will notify students of this honor.

Enrollment

Enrollment Definitions:

- Undergraduate Full Time - An undergraduate student is considered to be full time if the student is registered for twelve (12) academic hours per term (term equals 16 weeks).
- Undergraduate Part Time - A student is considered to be enrolled part-time if registered in less than twelve (12) academic hours per term.
- Graduate Full Time – A graduate student is considered to be full time if the student is registered for six (6) academic hours per term.
- Graduate Part Time - A student is considered to be enrolled part-time if registered in less than six (6) academic hours per term.

Concurrent Enrollment

Current Concordia students may take correspondence or online courses and/or courses in residence at one of the neighboring institutions. A Transfer Course Approval Form should be completed prior to enrollment. The Dean/Director of the College/School or Director of Student Registration and Records approval of the form indicates to the student that credit from the course taken will be accepted by Concordia. Current students who complete coursework at other institutions must provide the Office of Student Registration and Records with transcripts from these institutions immediately after completion of the course(s). Courses in which a grade of A, B, or C has been earned will transfer for credit only and will not be included in the Concordia grade point average.

NOTE: For prior-approved transfer credit taken during the term of anticipated graduation to be counted toward degree completion and graduation, all transcripts must be received in the Office of Student Registration and Records prior to the end of that term. Failure to submit transcripts prior to the end of Concordia University Texas' term may result in delayed graduation.

Final Examination

Final assessment of the work of the entire traditional semester or part of term is given at the end of each semester or part of term. During the last week of each sixteen-week semester, time is set aside for final assessments which are to be given during this designated time. The Office of

Student Registration and Records will publish a finals schedule for sixteen (16) week undergraduate courses and make it available to all faculty members. All final exams are to be given during the scheduled times and dates.

Hybrid Program final assessments are administered on the last class day of the course. See course schedule for final class date. All final exams are to be given during the scheduled times and dates.

Grades and Appeals

Completed course grades are posted to MyInfo on the 15th and end of every month. Final grades and updated GPAs are posted within five (5) business days after the official last day of the term. Grades posted monthly are visible in MyInfo by selecting the Student Transcripts option. Calculation of term and cumulative grade point averages is completed after all grades are submitted and are posted at the end of every term. End-of-term grades are visible by selecting the Final Grades option in MyInfo.

Grading System and Final Course Grades

Concordia uses the following grades which are counted in the GPA:

- A Excellent
- B Above Average
- C Average
- D Below Average
- F Failure

Percentage/point ranges for these grades are determined by the faculty and communicated in the syllabus for each course. Note: Graduate programs do not award a 'D.'

Concordia also uses the following designations which are not figured into the GPA.

- CE Credit by Examination
- CR Credit
- E In Progress
- I Incomplete
- NC No Credit
- NR No grade recorded
- P Passing (for Pass/No Pass Courses)
- NP No Pass (for Pass/No Pass Courses)
- W Withdrawal

Designations of I, CE, CR, NC, P, and W are not used in computing a student's cumulative grade point average. However, the hours may count toward attempted hours as stated in

Concordia's Academic Standing Progression policy.

Academic Grievance

Students who have an academic grievance with an instructor should discuss the issue with the instructor before pursuing any other action. If the student and the instructor are unable to resolve the issue, the student may appeal to the Dean/Director of the College/School in which the issue occurred. If the student does not feel that the issue has been resolved the student may appeal to the Vice President of Academic Operations. If the student feels that the issue is still not resolved, they may appeal to the Provost, whose decision is final.

Grade Change Requests

Requests for grade changes are to be made to the instructor of the course in which the grade was received. Grade changes are normally limited to miscalculations by faculty when computing the final grade, errors in recording grades or delays by faculty in locating misplaced assignments. All grade changes should be the result of miscalculation of the final grade by the faculty person assigned to the course in question and submitted on a Grade Change Request form. Until the end of the term, the only signature required is that of the instructor. Once the term has ended, Grade Change Request forms must be submitted with all required signatures. A grade change request may not be initiated after mid-term of the following long term.

NOTE: In the case of grade appeals, students have until midterm of the following long term to challenge course grades, have a decision reached, and, if necessary, have the appropriate paperwork submitted to the Office of Student Registration and Records. Paperwork received in the Office of Student Registration and Records after the deadline will, in most cases, not be accepted.

Incompletes

An "Incomplete" is not a grade but a place-holder (designated by an indicator of "I" in place of a grade). In order for an instructor to accept a student request for an "Incomplete" an Incomplete Request Form must be submitted by the student to the professor of the course in which student is requesting an "Incomplete." By signing the Incomplete Grade form, the instructor and the student agree that both of the following conditions exist:

- specific course requirements have not been completed due to circumstances clearly beyond the student's control, and
- completed work to date is of passing quality.

The Incomplete Form requires that both parties state

- the reason for the incomplete,
- the specific work required to complete the course, and

- the grade to be assigned if the work is not completed by the agreed upon date.

Note: The deadline to submit an Incomplete Request Form is one week prior to the last class day before final exams in which the Incomplete is being requested.

The student assumes the primary responsibility for completing the course within the initial or extended time limit and under the criteria established by the instructor. The "I" designation is entered into the student information system by the Office of Student Registration and Records once the paperwork is completed and turned in to Student Central or a Student Academic Planner and forwarded to the Office of Student Registration and Records. The "I" will be changed to the agreed upon grade if the specified deadline is not met or notice is sent to the Office of Student Registration and Records of the completion of the work as indicated by a final grade. Students who have an outstanding Incomplete on their transcript will not be able to participate in commencement or graduate.

NOTE: Under no circumstances will the "I" indicator be assigned as a means of avoiding or postponing a low course grade.

Online or Hybrid Eight-Week Incomplete Requirements

Students enrolled in an online program or who are in a single online course must fulfill the requirements of an Incomplete within eight (8) weeks from the end of the course in which the Incomplete was given. Failure to fulfill all requirements of an "Incomplete" where no agreed upon grade was specified should requirements not be completed will result in a grade of "F." No time extensions are allowed following the initial eight-week period.

Traditional Sixteen-Week Program Incomplete Requirements

Completed and signed forms are due in the Office of Student Registration and Records prior to the last regularly scheduled class day of the term prior to the beginning of final exams week. Resolution of the Incomplete must be finished by end of the following long term. Whether or not the student is enrolled during the following long term has no bearing on this date. One extension is allowed. Total time of Incomplete, with extensions, may not exceed one (1) calendar year. Incompletes must be processed in time to allow for the submission of the Incomplete Grade Form to the Office of Student Registration and Records along with the final grade roster of the class. Failure to fulfill all requirements of an "Incomplete" where no agreed upon grade was specified should requirements not be completed will result in a grade of "F."

Note: Students who enter their final term of study with an unresolved Incomplete on their transcript are not allowed to participate in commencement ceremonies and will not be allowed to graduate.

Students who request and receive an Incomplete for a course taken during their final term of study have ten (10) business days following the official end of the term to successfully fulfill the

Incomplete requirements. If this requirement is not met on or before the deadline, the student would then be considered as a candidate to graduate in a later term.

Challenge Exams

Concordia offers an opportunity for students to take Challenge Exams in the area of music to determine placement options. Students interested in this option should contact the Music Department chair for information on procedures.

NOTE: Placement does not constitute a waiver of hours required in the core, major, or minor.

Military Call Ups

If a Concordia student is activated by the military (including the National Guard) they need to submit a copy of the activation orders to the Office of Student Registration and Records.

Concordia will honor the call-up period and the student will not be required to re-apply if they return to Concordia in the first term after their return from active duty.

If the activation occurs during a term, the student will be given one of three options:

- A 100% refund of tuition and grades of "W" recorded on the transcript
- Continue with the courses and apply for grades of "incomplete". Normal incomplete rules will apply
- Continue with the courses, take the final exams and receive grades

While the service member is deployed, we will conduct all business with the person given signature authority through a Power of Attorney.

Simultaneous Enrollment

All Concordia University Texas (CTX) students are eligible to register for courses and events on other Concordia University System (CUS) campuses without additional matriculation, within applicable policies. The Visiting Student Program is open for all CTX students in which they can become resident students on other CUS campuses without additional matriculation.

Student Eligibility

Students currently enrolled and in good standing at their home campus are eligible to apply for the Simultaneous Enrollment programs of the Concordia University System. Simultaneous Enrollment is a privilege rather than a right.

- The home institution is responsible for establishing the qualifications of all applicants that it sends to a host institution.
- Visiting Students are to have completed one term at the home campus and have at least a sophomore standing, having at least a 2.00 cumulative GPA.
- Visiting students are limited to 2 terms (three quarters) visiting other campuses.
- Visiting Students do not make application for admission to the host campus.

- Enrollment in summer or other special short academic sessions is not part of the Visiting Student program.
- Traveling Students are to have completed one term at the home campus.

Initiating Participation

Each campus is to ensure that students have adequate information on Simultaneous Enrollment programs. The Office of Student Registration and Records or another appointed person on each campus will make the following information available (most of this information is on the college/university's web site):

- Academic catalogs from the Concordia University System campuses
- Current academic calendars, course schedules, and materials describing special programs and trips
- Simultaneous Enrollment Program application materials

Courses Eligible

- Any course offered at a cooperating Concordia University System campus may qualify for Simultaneous Enrollment (assuming proper prerequisite background), with the exception of courses that are unavailable because of specific institutional requirements.
- Course work should be beneficial to the overall educational program worked out between the student and their student's academic advisor.
- If the coursework is to apply to a specific program, it must be pre-approved by the advisor. Students should work closely with the home institution to determine if courses taken through the Simultaneous Enrollment Program will meet program requirements of the home campus.

Registrations, Grades, and Records

The process for Simultaneous Enrollment Program registration begins and ends at the student's home campus, where the director/ registrar is responsible for sending out the registration to the campus where the student is studying and for recording the grades on the home transcript.

The Office of Student Registration and Records/Registrar's Office will maintain a record of program enrollment for both incoming and outgoing students at their own campuses. In all cases, the director/registrar at every campus, in consultation with the instructor, has the final authority to decide questions of admission to the course. In courses commonly overloaded, instructors should be encouraged to make room for as many Simultaneous Enrollment students as possible. In the interest of fairness, institutions may adopt a first-come, first-served policy; others may try to reserve a few spaces for Simultaneous Enrollment Program students; and still others may subscribe to a ranking formula that gives preference to home majors and, in turn, to all seniors, Simultaneous Enrollment Program majors, juniors, and so forth. Should the number of registrations rise or fall dramatically, or should imbalances pose a burden to any one institution, appropriate administrators will assess the situation and intervene with appropriate adjustments. Changes in course registration must have the approval of the home campus and

follow procedures of the host campus. Grades are recorded on the home campus official transcript and are calculated in the home campus grade point average. There may be situations where there is not a common system of grading and credits. In such cases, the home campus "translates" grades and credits from another campus into their own system. Students requesting a transcript do so from their home campus.

Host Campus Policies

Students are subject to the guidelines and policies established and administered by the host institution. In special problem situations, the home campus reserves the right to take additional action.

Fees

- Students pay tuition at the home campus, based on what the assessment would normally be if they were taking the course load on the home campus.
- For students needing room and/or board arrangements, the host campus will provide information on the nature of services available along with the associated rates. The student will pay these charges to the host campus.
- Visiting and travel study students using other host campus services that carry special fees will pay such fees to the host campus.
- Distance Learning students pay fees to the home campus.
- Institutional transfer of funds for expenses incurred through distance learning programs will be determined and expedited by the appropriate administrators.

Financial Aid

- Students will continue to receive federal, state, institutional aid and other outside scholarships while participating in the Simultaneous Enrollment Program.
- Simultaneous Enrollment Program course load is considered part of the student's total credit load at the home campus and as such is subject to home campus financial aid procedures.

Alternative Credit

Undergraduate Transfer Credit

Credit from a regionally accredited institution must fit within the liberal arts framework of Concordia University Texas to be considered for transfer credit. Transfer credit that meets this requirement is normally accepted on a credit-for-credit basis.

Transfer credit from institutions in candidacy status with a regional accrediting body which are later granted accreditation will normally be accepted based on the same criteria as that from a regionally accredited institution. Courses from a junior college are generally not accepted as

upper-level credit. Credit from non-regionally accredited institutions is generally not accepted but may be evaluated on a case-by-case basis.

A minimum grade of “C-” in the course for which credit is requested for transfer is required by Concordia University Texas.

Coursework completed at another institution prior to the first day of the term enrollment begins at Concordia will not be accepted or considered for transfer credit unless the institution was reported on the admission application and the official transcript from that institution is received by the Office of Student Registration and Records.

Estimates or statements of transfer of credit are un-official and only the final determination by the Office of Student Registration and Records based upon official transcripts can be used to establish credit hours transferred and requirements met through such transfer.

Grade points earned from any accepted transfer credit is not figured into the grade point average (GPA) calculation for Concordia University Texas except for student in the College of Education. Transfer courses cannot be used to replace an existing grade at Concordia nor can it be used to improve Academic Standing Progression evaluations. Students enrolled in the College of Education majoring in Interdisciplinary Studies or Education Content Curriculum will have all grades from coursework accepted in transfer towards the Concordia University program included in their cumulative GPA calculation at Concordia University Texas.

International travel coursework comes in as transfer credit and will not impact your GPA but you can get content credit for CTX courses. Only travel courses taught by CTX faculty are considered CTX courses and only those travel course grades count in your GPA.

If a student transfers in a course from another institution and then takes the same course at Concordia, the Concordia course takes precedence. The grade earned at Concordia counts in the GPA and results in the loss of transfer credit from the course taken at the previous institution.

Concordia students who wish to take courses at other institutions for credit transfer back to Concordia should

- fill out, sign, and submit a Transfer Course Approval form to the Office of Student Registration and Records prior to enrolling in a course at another institution
- must receive notification indicating whether or not the request has been approved
 - Positive approval from the Office of Student Registration and Records assures the student that credit for that course will be accepted as credit toward their degree at Concordia.
 - Denial means that credit for the course requested cannot be awarded.
- Credit from courses taken without prior approval may not be accepted.
- Courses/Credits that are generally not accepted for credit include:
- Credit from courses that are remedial in nature;

- Credits from non-regionally-accredited institutions; and
- Credits from institutions that are regionally accredited but do not fit within the liberal arts framework of Concordia University Texas.
- Credits received through vocational education
- Courses/Credits not accepted for transfer credit
- Credits from courses for which the student earned a grade of “D” or lower; and
- Credits received through continuing education, internship, or practicum.

Graduate Transfer Credit

The acceptability of courses presented for transfer credit from other colleges/universities is determined by the program chair of the selected program. Courses from colleges or universities not listed on the initial application for admission may not be accepted for credit.

Applicants will be permitted, upon approval, to transfer up to six (6) credit hours of graduate credit from U.S. regionally accredited institutions of higher learning, but only if proposed coursework equates to and is approved for substitution for required coursework in the Master’s program with an earned grade of ‘B’ or better. All decisions on equivalent substitutions must be recommended by the program chair and approved by the Office of Student Registration and Records. There is no time limit on an earned degree with the exception of the Educational Doctorate Program, in which transfer work can be no older than five years,

Texas Common Core Credit

Transfer students who do not complete the Texas common core requirement prior to matriculation at CTX will be evaluated on a course-by-course basis.

Transfer students who complete the Texas Common Core requirements at an accredited college or university prior to matriculation will not be evaluated on a course-by-course basis. Instead, all of the Concordia Common Experience curriculum requirements will be satisfied with the following exception:

- The Concordia Distinctive group of courses (9 hours)
- Three hours of Kinesiology
- Experiential Learning Requirement

Transfer students must provide an official transcript indicating completion of the Texas Common Core prior to admission to Concordia in order to have it satisfy Concordia’s core requirements.

Credit by Exam

Credit by exam including CLEP, AP, ACTPEP, DANTES/USAFI, and military colleges evaluated by the American Council on Education (ACE), may possibly be used to satisfy degree requirements but do not count toward residential credit requirements. Other credits based on evaluations of non-collegiate sponsored instruction and Prior Learning Assessment (PLA) may

possibly be accepted but do not meet Concordia residency requirements (neutral). Except as printed in the catalog, neutral credit courses are evaluated on a case-by-case basis when requested.

Advanced Placement Exams (AP)

Concordia University Texas accepts college credit for satisfactory scores on the College Board's Advanced Placement Examinations. Scores of 3, 4, or 5 = Satisfactory CE (Credit by Exam)
Scores of 1 or 2 = Unsatisfactory No Credit Admitted students who receive satisfactory scores in the subject areas indicated by the Advanced Placement Examinations will be awarded equivalency credit for the Concordia courses as indicated below:

AP Examination	Concordia Equivalent
Biology	BIO 1401
Chemistry	CHE 1341 & CHE 1141
Computer Science	CIS 1300
Economics: Marco	ECO 2301
Economics Micro	ECO 2302
English Language Comp	ENG 1316
English Literature & Comp	ENG 1317
Environmental Science	ESC 1302 & ESC 1102
European History	HIS 2322
Gov't & Politics: USA	POLS 1303
Geography, Cultural	GRG 1311
United States History	HIS 1301 & 1302
World History	HIS 2311 & 2312
Latin (both tests)	Foreign Lang. Req.
Math: Calculus AB	MTH 2401
Math: Calculus BC	MTH 2402
Music Theory	Fine Arts Req.
Physics B	PHY 1401 & 1402
Physics 1	PHY 1401
Physics 2	PHY 1402
Psychology	PSY 1311
Spanish Language	Foreign Lang. Req.
Statistics	MTH 2301
World History	HIS 2321 or HIS 2322

*AP Exam transfer credits do not fulfill experiential learning requirements in The Concordia Common Experience curriculum.

Admitted students who receive satisfactory scores in other Advanced Placement Examinations that do not have a Concordia equivalent will be granted three hours of credit. The Advanced Placement Examinations in this category include: Art History, Studio Art – all exams, Comparative Government, and French Politics.

CLEP Exam Credit

Currently enrolled students may submit CLEP scores for evaluation for credit. Students must score at or above the ACE recommended passing grade on the appropriate CLEP examination (usually 50 but may vary with certain tests). Concordia University Texas will award equivalency credit for the following:

Concordia Course Title	CLEP Examinations
ACC 2301 Financial Accounting	Financial Accounting
BIO 1401 Principles of Biology	General Biology
BUS 3311 Principles of Management	Principles of Management
BUS 3321 Business Law	Introduction to Business Law
BUS 3350 Principles of Marketing	Principles of Marketing
CHE 1341 Chemistry I & CHE 1342 Chemistry II*	General Chemistry
ECO2301 Intro to Macroeconomics	Principles of Macroeconomics
ECO 2302 Intro to Microeconomics	Principles of Microeconomics
ENG 1316 Academic Research & Writing	College Composition
ENG 1317 Introduction to Literature	Analysis/Interpretation of Literature
ENG 2303 American Literature	American Literature
ENG 2305 Survey of British Lit	English Literature
FRE 1401 French I & FRE 1402 French II*	French
GER 1401 German I & GER 1402 German II*	German
GOV 1303 Intro to American Government	American Government
HIS 1301 History of the U.S. to 1877	US History I
HIS 1302 History of the U.S. from 1877	US History II
MTH 1352 Pre-calculus	Trigonometry/College Algebra/Trig
MTH 1351 College Algebra	College Algebra
MTH 2401 Calc I & MTH 2402 Calc II*	Calc/Elementary Functions
PSY 2301 Lifespan Development	Human Growth and Development
SOC 1301 Introduction to Sociology	Introduction to Sociology
SPN 1401 Spanish I & SPN 1402 Spanish II*	Spanish

*ACE recommended test scores will determine if Modern or Classical Language, calculus or chemistry credit will be awarded.

A maximum of 30 credit hours may be earned by examination for application toward the Bachelor of Arts or Science Degree. Concordia will determine the award of postsecondary academic credit for extra institutional credit-by-examination programs related to the student's educational objective at Concordia based on the most recent recommendations by the American Council on Education. Concordia assumes no responsibility for awarding credit for examinations taken that are not on the acceptable list for such credit.

International Baccalaureate

Concordia University recognizes the International Baccalaureate (IB) and accepts individual course credit for higher level (HL) IB courses with test scores of 4, 5, 6, or 7. For each course presented and accepted, 3 credit hours of credit will be granted to be used in the student's program as appropriate. No credit will be granted for standard level (SL) courses.

Military Education and Experience Credit

Concordia will grant credit for military educational experiences in accordance with the recommendations of the American Council on Education. Student will need to provide the Office of Student Registration and Records with:

- a Joint Services Transcript or,
- a Community College of the Air Force (USAF) transcript. Based on this documentation, evaluation of the student's military education and experience will determine if credit can be awarded.

Prior Learning Assessment

Prior Learning Assessment (PLA) credit based on previous experiential learning acquired on the job, in previous training and/or through personal study. Students may petition for PLA credit for only those eligible courses listed in the current Concordia Undergraduate Catalog. Students must meet with their advisor to review the PLA criteria and the petition development process before attempting to earn credit through prior learning assessment. Concordia University Texas Information on completion of a Prior Learning Assessment portfolio is available from a Student Academic Planner. Concordia grants up to eighteen (18) credit hours for properly documented prior experiential learning that demonstrates achievement of all outcomes for specific courses in an approved Concordia major. PLA credit may not be used to satisfy Concordia residency requirements for graduation. PLA credit is awarded on a Pass/No Pass basis. Concordia University does not grant block credit and will not award PLA credit based on internships, Independent Study courses or courses for which CLEP or other equivalency exams exist (as listed in the Concordia Academic Catalog). Maximum use will be made of national, standardized equivalency exams to award credit for prior experiential learning.

Students are responsible for supplying clear and convincing documentation to support their PLA petition. Concordia may not accept documentation of experiential learning acquired while the student attended an institution that was not accredited by a regional accrediting association. Students may not petition for PLA credit using a course for which they have already received credit on a college-level transcript. Once submitted, the PLA petition is reviewed by selected faculty at Concordia University Texas. Final approval is given by the Dean of the college in which the credit was requested and notification comes from the Office of Student Registration

and Records. All material submitted with the PLA petition becomes the property of Concordia University Texas.

Students intending to submit a portfolio for PLA evaluation must submit it no later than six months prior to their anticipated date of graduation. The PLA assessment fee for each petition submitted must be paid in advance with a copy of the receipt included in the portfolio at the time of submission. PLA credit is awarded in the term in which the petition is approved by the Dean of the College in which the course originated. Concordia University Texas does not accept PLA-type credit from other institutions.

Credentialed Learning

Concordia University Texas recognizes the learning that takes place through external licensing organizations and agrees to award academic credit for the following licenses. No exceptions or alterations will be accepted.

Table 1

Credential	Licensing Organization	Documentation Required	Transfer Hours	Comments
EMT	Texas Dept. of Health, Bureau of Emergency Management AND National Registry of Emergency Medical Technicians (NREMT)	Copy of license Training transcript from non-credit program	Paramedic: BIO 3311 and 3411 plus 12 hrs upper level elective and 18 hrs lower level elective Intermediate: BIO 3311 and 3411 Basic: 6 hrs elective	Includes in-state and out-of-state training begun Fall, 1999 or after. Training begun prior to Fall 99: Basic, same. Intermediate & Paramedic, no direct transfer—use portfolio assessment. Specialties like pediatric care or obstetrics—use portfolio assessment

Firefighter	Texas Fire Commission	License Training transcript from non-credit program	Basic: 9 hrs elective	Firefighters are required to have the basic EMT license and should apply for this credit also. Advanced licenses or special competencies—use portfolio assessment.
Human Resource Professional	Society for Human Resource Management (SHRM)	Current certification	PHR: BADM 3340 SPHR: BADM 3340 BADM 4340	Check certificate for currency; if expired, use portfolio assessment. Maximum combined award for both certificates is 6 hours. Advanced or specialized learning—use portfolio assessment
Texas Basic Peace Officer	TCLEOSE	License Training transcript from non-credit program	CRIJ 1301 CRIJ 2328 CRIJ 3302 KIN 1301	For additional advanced licenses and specializations—use portfolio assessment. Officers trained and licensed prior to 1981—use portfolio assessment.

Real Estate Salesperson	Texas Real Estate Commission	License, Training transcript from non-credit program (now available on TREC website)	Elective: 8 hrs.	Inactive licenses (i.e. "between brokers") qualify for this award. Expired licenses do not. Mandatory continuing ed. Courses for license maintenance, higher licenses and designations
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Registration

Course Loads

- No student is permitted to enroll in more than 19 credit hours in any combination of courses. Exceptions to this policy must be approved, in advance, by the dean of the college in which the student is enrolled.
- Students desiring to enroll in more than 18 credit hours are required to have earned a 3.00 cumulative GPA or higher.
- Other restrictions about course loads are included under the headings of Scholastic Probation and Admission.
- Students are allowed to register for and enter upper-level courses regardless of classification if that student meets the prerequisites of the course.

Auditing Classes

Students who wish to acquaint themselves with a subject without receiving credit may audit the course, subject to seat availability. Students registered for credit have first priority. Audit requests should be made with the advisor during the normal registration periods. There is an audit fee per academic hour (see Fees and Refunds); students who are enrolled in 12 or more hours of credit bearing course work may audit free of charge.

Auditing grants individuals, the privilege of hearing, observing, and participating. The instructor will advise the auditing student of course expectations with respect to the student's responsibilities at the beginning of the term. Based upon these criteria:

- The instructor will determine whether or not the audit designation will appear on the student's academic record at the end of the term.

- Students may not change status from "Audit" to "Credit" within the same term in a course originally started as an audit. (Likewise students may not change status from "Credit" to "Audit").
- Music lessons may not be audited.

Schedule Changes (Add/Drop)

Traditional Students

Sixteen-week courses may be added or dropped online from the beginning of early online registration until the first friday of class day of the traditional 16-week semester. After the first friday of class, sixteen-week courses may no longer be added. Courses may be dropped until the designated Add/Drop deadlines for each term by visiting the Student Central. (see Academic Calendar).

Hybrid and Online Programs

Students may add a course until the first day of the term or session. Students may drop the course in which they are currently enrolled from the time of registration until the beginning of the second class session of the course. Student must contact their Student Academic Planner to complete this process. [If student is receiving financial aid, (s)he must contact their Student Financial Planner prior to dropping a course.]

Students in the graduate cohort programs are not encouraged to drop courses. If dropping or changing schedules is absolutely necessary, the student must contact his or her Student Support Coordinator for instructions.

Repeating Courses

For Improving GPA

A course taken at Concordia University Texas must be repeated at Concordia University Texas if it is intended to replace an earlier grade. Unless otherwise specified in the course description, regardless of how many times the student passes the course, the credit hours for a repeated course will only be counted once. To improve a grade in a course, the student must retake the exact same course (same prefix and number). While the previous grade in a repeated course continues to be included on the transcript, only the higher of the two grades will be used in computing the grade point average.

For Additional Credit

Students may elect to repeat any course(s) designated as repeatable for credit. Courses not designated as repeatable for credit or designated as non-repeatable for credit may only be taken again to improve GPA.

NOTE: If you are student receiving Veteran's Administration (VA) benefits, check with your VA coordinator prior to deciding to repeat a course.

Special Course Information

Course-by-Arrangement (CBA)

Concordia University Texas offers a limited opportunity for students to receive instruction in an approved course within its curriculum through personal arrangement between the student and instructor. To apply for Course-by-Arrangement instruction, a valid scheduling conflict (see definition below) must exist. Permission to take a Course-by-Arrangement must be approved by the instructor, the Director of Student Registration and Records, and the VP of Academic Operations.

Students may obtain the necessary form for Course-by-Arrangement from Student Central, or from their Student Academic Planner. In addition to tuition, there is an extra fee for a Course-by-Arrangement. A maximum of three (3) courses towards the completion of the degree requirements may be earned through Course-by-Arrangement instruction at the undergraduate level.

Definition: A valid scheduling conflict exists when:

- Courses a student needs for graduation are offered at the same time; or
- Course a student needs for graduation is not offered in that given term, and there is a valid reason the student did not take the course when last offered.

NOTE: Student's personal schedule or work schedule does not automatically constitute a valid scheduling conflict.

Internships

Information on non-program-specific internships that are available can be found by contacting the Center for Vocation and Professional Development. Some types of internships offered may include summer internships in a broad array of disciplines as well as summer travel internships. Summer internships have a fee associated with them but no tuition charges. An example of an internship would be the Texas House of Representatives, which offers a 20-hour-per-week internship in Political Science that can last one term when the House is in session. The Center for Vocation and Professional Development also offers other career-related information.

Program Internship Guidelines

The Center for Vocation & Professional Development facilitates the application and approval process for the Internship Program, in addition to assisting students with placement into internship positions. Internships provide meaningful work experiences similar to those which are normally found in regular employment and meet the experiential learning requirement for degree programs. Internships provide exposure to a wide variety of opportunities for

observation, training, and participation and enhance interpersonal skills, career readiness, leadership, work ethic, communication skills, networking, and professional relationships. At the end of an Internship students are required to include work accomplishments on an updated resume and on the student's online profile at www.concordiatx.joinhandshake.com.

Identifying an Internship and Applying to the Program

Internship opportunities can be found through the internship faculty advisor, The Center for Vocation and Professional Development, on the jobs board at www.concordiatx.joinhandshake.com, at internship search engines like Indeed.com, and through personal networks. Students must complete the internship application at www.concordia.edu/internships and receive instructor of the application and job before enrolling in the course. A copy of the job description is required as part of the online application. Students must work in the internship during the semester in which they are enrolled.

Internship Eligibility and Requirements

All programs require upper level standing (junior or senior) and approval of the internship job before enrolling in the course, but exceptions are made for students who are in good standing and are prepared to work in an internship. Contact the faculty internship instructor before completing the application if you do not meet the eligibility requirement. Prerequisites are required for some courses and can be found under the course descriptions in the catalog.

The following programs offer an internship course:

- Accounting
- Business
- Communication
- Computer Science
- English
- Environmental Science
- Finance
- Government
- Healthcare Administration
- History
- Human Resources Management
- Kinesiology
- Psychology (Behavioral Sciences)
- Marketing
- Sociology (Behavioral Sciences)

DCE and Music Internships

Director of Christian Education and Music internships do not follow the same application process. Contact the appropriate program director for more information about these specific programs. The final requirement for DCE certification is a yearlong internship, normally

following graduation, in a congregation, agency or mission site of The Lutheran Church-Missouri Synod. While interns register as students under the direction of the DCE Program Director during internship, they are also paid by the participating congregation or agency and are under the direct supervision of a full-time person in the congregation or agency.

Independent Study

An Independent Study is an individual tutorial emphasizing close reading and discussion of literature in an area of interest to the student that is applicable toward the student's degree but not offered as an existing course at Concordia. With guidance from the professor who has agreed to lead the Independent Study, the student is responsible for generating an outline for the course, selecting the appropriate text books/readings, developing objectives for the course, and creating a timeline for the starting and ending of the course. Requirements: A 2.75 cumulative GPA and a 3.25 average GPA in either: 12 credit hours of course work in the chosen discipline, including six upper-level-hours, or at least 12 credit hours of course work in the student's major, including six upper-level hours; and signature of approval from instructor, Program Chair and Dean of the college. The Independent Study Form is available by contacting your Student Academic Planner.

Service Learning

Service Learning is a form of instruction in which students engage in experiences outside of the classroom setting which address community needs as part of their academic studies. It combines field and classroom instruction by linking community partners to service projects. Service projects directly flow from established and required learning outcomes for non-credit or credit-bearing academic courses. Students collaborate and discuss their ideas with community partners in order to identify and address a meaningful community need. Service-Learning links academic study to meaningful community service so that students' academic experience and communities are mutually strengthened.

Consortia

Concordia partners with different consortia partners to both accept and deliver coursework to students across different colleges and universities. Specific approved courses and processes to enroll can be found on our website.

Current partnerships include:

- Online Consortium of Independent Colleges and Universities (OCICU)
- Council of Independent Colleges (CIC)
- College Consortium

Academic Progress

Concordia University Texas has established Academic Standing Progression (ASP) as an integral part of its goal to promote student success. Student must successfully meet both the Grade Point Evaluation and the Earned Credit Hour Standards. Periodic measurements are made of each student's academic achievement in comparison to the standards established as the minimums for continued participation in the program. It is in neither the students' nor Concordia's best interest to have students remain in a program if satisfactory progress is not being achieved toward degree completion. For students who have difficulty meeting these minimum standards, Concordia has in place a series of interventions to determine the nature of each student's difficulty and to set immediate goals and strategies for improvement. When indicated, permission for continued enrollment is withdrawn by Concordia in a timely and professional manner. NOTE: Eligibility for financial aid may also be affected by Academic Standing Progression; see the Financial Aid section of the catalog.

Academic Evaluation Standard

Grade Point

Qualitative standards of academic standing progression are assessed through Grade Point Average (GPA) evaluation. The calculation of the grade point average is done at the end of each term (spring, summer, fall). Only courses taken at Concordia are used to figure GPA. Calculation is done by dividing attempted hours by quality points (see Table 1 below). Attempted hours are all credit hours in which the student is enrolled on the date of record for the semester (census day). If a course is repeated, only the highest grade** will be figured in the GPA. For the purpose of GPA calculation, grades of "I", "NC", "NP", or "W" will not be counted.

Determining Quality Points

Grade	Formula	Example
A	4 pts. X number of credit hrs.	3-credit hr. course = 12 pts.
B	3 pts. X number of credit hrs.	3-credit hr. course = 9 pts.
C	2 pts. X number of credit hrs.	3-credit hr. course = 6 pts.
D	1 pt. X number of credit hrs.	3-credit hr. course = 3 pts.
F	0 pts.	0 pts

Highest grade earned on a repeated course is figured into the calculation to determine GPA. The lower grade no longer counts in the GPA calculation, but the hours are included in attempted hours on transcript.

Standards of Performance for Students

Undergraduate

A Concordia student must maintain a prescribed GPA, see below, to remain in good academic standing to graduate from Concordia. A student who has a cumulative GPA of 2.0 or higher remains in Good Standing. Good Standing is noted on the student's transcript and becomes part of their permanent academic record.

Note: Developmental courses are not considered GPA courses and are therefore not calculated into the cumulative GPA.

Table 2: Standard of Academic Progress Chart

Level	Student Cumulative GPA	
	College of Ed. Cumulative GPA	
Freshman [0 – 29 earned hrs.]	2.00	2.00
Sophomore [30 -59 earned hrs.]	2.00	2.00
Junior [60 – 89 earned hrs.]	2.00	2.75
Senior [90 + earned hrs.]	2.00	2.75

(partial hours will be rounded up)

Graduate

To remain in good standing, all masters level graduate students must maintain a cumulative GPA of 3.0 or above. Students are automatically placed on academic probation at the end of any semester in which their cumulative GPA falls below 3.0. If at the end of the following semester the student's GPA returns to a 3.0, the student will be back in good standing. After a student has been placed on probation once, any subsequent cumulative GPA of less than 3.0 may result in dismissal from the program. Students who have excessive absences, lack of commitment to the program, and/or fall below the 3.0 GPA will be dismissed from the program. MBA students are allowed a maximum of two Cs are allowed in the program or one F, both of which will be calculated into the GPA. A student may repeat a class only once if they fail a course.

Doctoral level graduate students must maintain a cumulative GPA of 3.0 or above. Students are automatically placed on academic probation at the end of any semester in which their cumulative GPA falls below 3.0. If at the end of the following semester the student's GPA returns to a 3.0, the student will be back in good standing. After a student has been placed on probation once, any subsequent cumulative GPA of less than 3.0 may result in dismissal from the program. Students who have excessive absences, lack of commitment to the program, and/or fall below the 3.0 GPA will be dismissed from the program.

Dean's Warning

For undergraduate students only, if the cumulative GPA is less than 2.0 at the end of any term, the student is placed on Dean's Warning unless the student is already on Probation for a cumulative GPA below the required standard. Dean's Warning is permanently noted on the student's transcript and becomes part of the student's academic record.

The Dean's Warning period is for only one term and formal academic advising is encouraged prior to enrollment in this term. At the end of the Dean's Warning term, the student will be in one of the following categories:

- If the following is true, the student returns to Good standing
 - Cumulative GPA was at least 2.00
- If either of the following occurred, the student is placed on Academic Probation
 - Withdrew from all courses during the term
 - The student's cumulative GPA was below 2.00

Academic Probation

For undergraduate students, if at the end of the Dean's Warning term the student's cumulative GPA is still below the prescribed standard the student is placed on Academic Probation for the next term in which the student is enrolled. For graduate students, if the student's cumulative GPA is below 3.0, the student is placed on Academic Probation. Academic Probation is permanently noted on the student's transcript and becomes part of the student's permanent record.

The Academic Probation period is for only one term and formal academic advising is encouraged prior to enrollment in this term. At the end of the probationary term, the student will be in one of the following categories:

- If the following is true, the student returns to Good standing:
 - Cumulative GPA was at 2.00 or higher
- If either of the following occurred, the student is academically ineligible to return and is dismissed from the university
 - Withdrew from all courses during the term
 - The student's cumulative GPA was below 2.00

Academic Ineligibility

If at the end of the Academic Probation period a student is placed on Academic Ineligibility, the student is not allowed to continue with his/her education at Concordia University Texas. A student who is academically ineligible to return to CTX may appeal that status as detailed below.

Appeal Process for Academic Ineligibility

This section provides specific guidance for the handling of appeals and is intended to be used in conjunction with Academic Policy on Appeals for guidance on issues not covered in this section.

First Appeals

To obtain the necessary appeal forms for an Academic Dismissal, the student should contact Student Central. Appeal forms along with instructions will be sent to the student. Academic Dismissal appeals for reinstatement must be submitted in writing to Student Central or a Student Support Coordinator. All Academic Dismissals must be successfully appealed prior to attempting to continue study at Concordia University Texas. Appeal for readmission to Concordia must be completed and a decision received by the last day to add a course in order to be able to register in that session.

The following requirements must be met for an appeal to be considered:

- All appeals must include the Dismissal Appeal Form and be submitted at least two (2) business days prior to the last day to add a course in the term or the intended enrollment period.
- All appeals must explain the cause of the mitigating circumstances that directly contributed to the poor performance, including any documentation necessary to validate issues of fact, and provide evidence that these circumstances have been remediated or are no longer a contributing factor towards the student's ability to perform academically.
- Student must provide an attainable plan for meeting the requirements to be restored to good standing. The Academic Appeal Documentation form (obtained from Student Central or a Student Academic Planner) should be used to properly prepare the required documentation and must be submitted with the Dismissal Appeal Form.

The Dean, or their designee, in consultation with student's faculty advisor and Division Coordinator, as deemed necessary, will review the petition and decide on the outcome of the appeal including any conditions or requirements. The Dean may or may not choose to meet in person with student. If student has not yet declared a major, the petition should be submitted to the Office of Student Registration and Records. A committee chaired by the Director of the Office of Student Registration and Records, and including the Faculty Advisor, and one of the College Deans will review the petition and make the official ruling.

NOTE:

- Submitting the correctly completed forms does not automatically guarantee reinstatement.
- Student will be notified of the results of the appeal by letter and/or email to student's CTX email account.
- Student may have to apply for re-admission to the university before trying to register for courses
- Financial Aid may be affected by any change in status; refer to Financial Aid policy.

Secondary Appeal

Denied petitions for reinstatement may be presented to the Provost's Office with an additional written statement delineating the challenges to the prior ruling and providing any additional relevant information. The Provost or an appointed academic review committee (Deans or designees involved in the initial appeal decision will be excluded) will consider the challenge appeal. Challenges received after the start of the next term will not be granted reinstatement until the following term.

Reinstatement Following Successful Appeal

If the appeal is approved and the reinstatement takes place prior to the end of late registration deadline, the student will be able to register for classes. Readmitted students are automatically placed on Academic Probation status for the term in which he/she is reinstated and registered for courses. Failure to meet the requirements specified in the appeal approval or those required for the probationary term will result in a second academic dismissal from the University. Reinstatement from such a second dismissal is not generally approved except in extreme situations.

Once a student has been Academically Dismissed, if the appeal for reinstatement is not successfully completed prior to the end of the late registration period of the term immediately following the dismissal, the individual is required to complete the re-enrollment process for admission to Concordia University Texas. A successful appeal process as outlined previously in this section must be completed prior to or as part of the re-enrollment process. In order to register for courses, the student must be fully admitted to Concordia University Texas.

Withdraw

Students who wish to interrupt their studies and withdraw from the institution may get the appropriate form from the Office of Student Registration and Records or Student Central. A grade of "W" is assigned for all courses if a student withdraws by the published Last Day to Withdraw from a Course for each term and/or session. After that date, grades (A-F) will be assigned. Students interrupting their studies in any term may be eligible for refunds as required by law and should see their Student Financial Planner.

Students enrolled in a fully online course may withdraw from class through the traditional close of business on Friday of Week 7. Completed and signed withdrawal forms are due to the Student Support Coordinator by Wednesday of Week 7 in order to approve and process the withdrawal by the deadline of Friday of Week 8. An approved withdrawal form will result in the student withdrawn from class and a "W" on his or her transcript.

Students who do not officially withdraw from Concordia, but who stop attending classes, will receive grades for all courses in which they are enrolled. They also remain responsible for all fees and tuition charges.

Graduation and Commencement

Graduation Application

Candidates for a Concordia University Texas degree or the Lutheran Teacher's Diploma must be registered for the appropriate Graduation Course during the final term in which the work is to be completed and the diploma is to be awarded. Registration for the graduation courses will be available during the registration periods as published in the Academic Calendar. All students completing their studies must register for graduation regardless of their intent to attend the commencement service. If a student does not register for graduation, their record will not be flagged for graduation processing and the student will not be certified to graduate in that term.

Graduation Application Extension

If the student does not complete the work in the semester in which graduation registration took place, the student must re-register for commencement/graduation in the next term the student is eligible to graduate.

Graduation Fees and Graduation Audit

Registering for the graduation course charges the corresponding fee to the student's account (see Fees and Refunds Section). Registration in the graduation course initiates a comprehensive graduation audit of the student's academic record. If the audit shows successful completion or enrollment in all remaining requirements and that the student is eligible to participate in the commencement service, a confirmation email will be sent to the student's ctx.edu email account with further instructions. If the graduation audit indicates that the requirements for graduation and/or participation in commencement have not been met, the student is sent a detailed explanation. This explanation includes a listing of all requirements still outstanding.

External Courses or Examinations

Students enrolled in outside courses or who plan to take exams for credit during their final term of study should inquire with the Office of Student Registration and Records to verify when due dates are for official enrollment verifications or official score reports (CLEP, IBO, DANTES, etc.).

Concordia University Texas strongly recommends that students not take courses at other institutions or examinations for credit such as CLEP during the final term of study. Delays can occur in the receipt of final official transcripts and score reports from other institutions or organizations. This in turn can delay the term in which the student is awarded their degree.

Email Notification

Pending graduates will receive important information regarding graduation and commencement via their CTX email accounts. It is the student's responsibility to check their CTX email accounts regularly, as all official communication from Concordia University Texas can only be sent to CTX student email accounts.

Honors (Latin)

Undergraduate Students Only - Degree seeking, 4-year undergraduate students with at least 30 credit hours in residence and whose cumulative Concordia grade point average is 3.50 or higher at the end of the term in which the student completes degree requirements are eligible for graduation with honors. This academic status is recorded on the student's official transcript.

Honors are awarded as follows:

- Summa cum Laude 3.900 - 4.000
- Magna cum Laude 3.750 - 3.899
- Cum Laude 3.500 - 3.749

Diplomas

Concordia University Texas provides an official diploma to each of its graduates following certification of degree completion. Names, majors, and degrees are placed on the baccalaureate diplomas according to the information provided in the University data system. Name and degree are placed on master and doctoral diplomas according to the information provided in the University data system.

The name used on the diploma will be the one found in the university data system. Students will find the exact spelling and format of their name on their transcript. It is the student's responsibility to verify that their name is correct. The only name changes allowed are those made to the student's official records. A change of this type is done by filling out a Name Change Request Form and submitting it along with appropriate documentation to the Student Academic Planner no later than four (4) weeks prior to the graduation date for that term. Student Academic Planner can assist with any questions a student may have about their name spelling and format, or with the name change process.

If a diploma must be reprinted and resent because the student did not verify the spelling and format of their name, the student must return the previously issued diploma and will be charged the replacement fee for a new diploma.

Diplomas are mailed at no cost to a student's permanent address as shown in the student data management system. It is the student's responsibility to verify the permanent address is correct at all times, but especially prior to the end of the term in which the student will graduate. Diploma mailing addresses are confirmed on the first business day after the term is completed. Average length of time for diploma delivery is one to two months from the point of certification

following the end of the term. Any diplomas that are returned as undeliverable will be held in the Office of Student Registration and Records at the Main Campus for pick up.

Only one diploma is issued per degree. For students graduating with a dual major, both majors will be listed on the diploma. If the student is graduating with different degrees (BBA, BA, BS, BSN) the student will be issued one diploma per degree.

Degree Certification

Degrees are awarded three times per year at Concordia University Texas. Once grades are posted and finalized for the term, the process of degree certification begins. Once it is determined that a student has met all degree requirements, the degree will be awarded and posted to the student's transcript. Undergraduate students will also have any applicable Latin Honors designation posted to their transcript at this time.

As applicable:

- Diplomas will include name, degree, major, degree date.
- Final transcripts will include degree, major, concentration/specialization, degree date, and for undergraduate students, applicable Latin honors designation.

Any student that has not met graduation requirements will receive an email to their ctx.edu account as well as a letter to their permanent address as shown in MyInfo detailing which requirements are missing so that they can successfully graduate in a later term.

Commencement Ceremonies

Taking part in the commencement service is a privilege, not a right. Students may participate in commencement only once per degree awarded. Students graduating with dual degrees or majors may choose which college in which they wish to be acknowledged at the service. Student will be listed in the commencement program separately for each degree.

The following conditions must be met before students are declared eligible to participate in the commencement service. The student must:

register for the appropriate Graduation course;

have completed or be currently enrolled in all remaining classes and requirements needed for graduation;

- have only six (6) hours or two courses outstanding at the time of registration for commencement
- be at or above the minimum GPA requirement for the degree and major;
- submit any exam scores, enrollment verifications or transcripts by deadlines designated by the Office of Student Registration and Records; and

Four-year undergraduate students who have completed all degree requirements are eligible for Latin Honors recognition at commencement, including cum laude, magna cum laude, and summa cum laude. Latin Honors status is determined using the cumulative GPA that the student earned as of the end of the first eight-week session in the term in which the student

intends to graduate and participate in the commencement service. The student's records must also show that they will meet the thirty (30) hour residency requirement by the end of their final term of study.

Special Notice: Students who wish to participate in commencement prior to completing all degree requirements (six hours or two classes outstanding), are not eligible to wear Latin Honor cords at commencement. Should the student be eligible for Latin Honors at the time of graduation, such honor will be noted on the student's official transcript. Only students who have successfully completed all degree requirements in the term in which they wish to participate in commencement will have the opportunity to be recognized for Latin Honors and wear the Honor cords at commencement.

Commencement regalia are purchased through the Concordia University bookstore. Undergraduate students will receive their honor cords for Latin Honors with their cap and gown order, while graduate students receive honor cords and any other regalia from the honor society to which they belong.

Concordia offers graduation ceremonies twice a year. The fall term ceremony takes place on the first Saturday in December. The spring term ceremony takes place on the Saturday following the close of the term. Students who graduate in the summer are invited to participate in either commencement service but register in the term in which they want to participate. All graduation and commencement information can be found at any time on the Graduation/Commencement Pages: <http://www.concordia.edu/commencement>.

Honors Societies

The student is responsible for requesting any honor cords or recognition from an honor society. Concordia University does not provide them as they are unique to each different society.

Alpha Chi

Alpha Chi is a nationally affiliated honor society. In order to be considered for inclusion in this honor society, students must achieve

- junior or senior standing,
- a grade point averages of 3.50 or above,
- completed one-half of the credits required for graduation (traditional) or earned not fewer than twenty-four credit hours of credit toward a baccalaureate degree (transfer), and
- rank in the top 10% of their classes.

The number of students invited to join is directly related to the number of students in the junior class and the senior class. "...not more than the top-ranking ten percent of students classified as juniors and not more than the top-ranking ten percent of students classified as seniors, including those previously elected to membership, may be elected to membership." (Alpha Chi Chapter Handbook, retrieved 03/10/08 from <http://www.harding.edu/alphachi/constitution.htm>)

Alpha Sigma Lambda

Alpha Sigma Lambda is a nationally affiliated honor society for adult non-traditional students with a grade point average of 3.50 or higher and who have completed at least 24 hours at Concordia University.

Pi Lambda Theta

Pi Lambda Theta is a nationally affiliated honor society for junior or senior undergraduate, graduate and certificate/diploma students in education who have maintained a grade point average of at least 3.5.

Sigma Beta Delta

Sigma Beta Delta is the highest nationally recognized honor society for students of business management and administration. Members must rank in the top 20% of the junior, senior or master's class and be invited to membership by the faculty officers.

Upsilon Phi Delta

Upsilon Phi Delta is the premier honor society for students in the profession of healthcare administration to advance their competence and academic excellence. Members are honored on the basis of academic achievement, a grade point average of 3.5 or higher, service to the community and leadership contributions to the healthcare management field. The official colors are crimson red and cobalt blue.

Service Organization

Gamma Beta Phi Society

Gamma Beta Phi Society is a nationally recognized, honors-service society. The Concordia University chapter of Gamma Beta Phi strives to recognize and encourage excellence in education; to promote the development of leadership ability and character in its members; and to foster, disseminate, and improve education through appropriate service projects.

Degree Audit

MyDegreeAudit is a comprehensive academic advising, transfer articulation, and degree audit solution that aligns students, advisors, and institutions to a common goal: helping students graduate on time. MyDegreeAudit is found in MyInfo under the Student tab. If you are under a catalog earlier than 2013, you are not eligible to use MyDegreeAudit. Instead, you can request a manual audit through Student Central.

MyDegreeAudit:

- Provides real-time advice and counsel
- Speeds time to graduation

- Provides intuitive web access to self-service capabilities
- Streamlines the graduation process
- Allows direct access to multiple related services and advice through hyperlinks to catalog information, class schedules, transcripts, help desk services, and FAQs

Admissions

Classifications

Students are admitted to Concordia University Texas under one or more of the following classification categories:

Degree-seeking student

Students enrolled in courses for credit who are seeking a degree, certificate, or other formal award. This includes students who:

- received any type of federal financial aid, regardless of what courses they took at any time;
- received any state or locally based financial aid with an eligibility requirement that the student be enrolled in a degree, certificate, or transfer-seeking program; or
- obtained a student visa to study at a U.S. postsecondary institution High school students also enrolled in postsecondary courses for credit are not considered degree/certificate seeking.

First-time student (undergraduate)

A student who has no prior postsecondary experience (except as noted below) attending any institution for the first time at the undergraduate level. This includes students enrolled in academic or occupational programs. It also includes students enrolled in the fall term who attended college for the first time in the prior summer term, and students who entered with advanced standing (college credits or postsecondary formal award earned before graduation from high school).

Graduate student

Student who has earned a baccalaureate degree and wishes to enroll in courses to earn a Master's degree from Concordia. Also, students who already hold a Master's degree and are seeking further certification or a Doctoral degree. Nonresident alien student: A person who is not a citizen or national of the United States and who is in this country on a visa or temporary basis and does not have the right to remain indefinitely. Related term: international student.

Non-degree-seeking student

A student enrolled in courses for credit who is not recognized by the institution as seeking a degree or formal award.

Readmitted student

Previously enrolled student who has not attended Concordia University Texas for one complete academic year, defined as three academic semesters. Such students must reapply for admission to resume their studies.

Application Deadlines

Concordia University Texas accepts undergraduate applications for admission on a rolling basis. Specific Concordia University Texas application deadlines are established for some undergraduate and graduate programs. Please contact the Office of Admissions regarding deadline dates, exceptions, or extensions.

International students will need more time to complete the visa process. Applicants should have their files complete by June 1 for the fall term, November 1 for the spring term, and February 1 for the summer term. In the event a student cannot get the visa issued prior to the semester of application, admission may be deferred to a future semester as long as it is within one year of the admission application date.

Accuplacer Testing

Accuplacer testing is available to the following students:

- Students that would like to be considered for admission but have not taken the ACT or SAT test and are unable to do so before the admission deadline.
- Admitted students who, based on ACT or SAT test subscores, placed into a developmental math or English course and would like to try and place into a college-level math or English course.

ACT Residual Testing

The ACT Residual Test is a standardized test used to measure student readiness for entry-level college placement. It is offered to applied and admitted prospective Concordia students who wish to take the ACT test for either admission, class placement, or scholarship eligibility.

The ACT Residual Test dates are scheduled and administered by Concordia University Texas in between National ACT testing dates.

****ACT Residual testing is only for students who plan to attend Concordia. Per ACT, test scores for residual testing can only be used at Concordia University Texas and will not be accepted by other institutions.****

Admissions Requirements

First-time students (undergraduate)

Required Materials

- Completed application for admission
- Official high school transcript
- Official SAT/ACT Scores

Admission Criteria

An admissible enrollment score as determined by a student's GPA and highest SAT/ACT score according to the current admission matrix. The admission matrix is a method used to determine an undergraduate applicant's (first-time or transfer) eligibility for admission to the University based upon a calculation referencing the student's GPA score and SAT/ACT score.

In the case of students who do not meet admission requirements, additional information may be required for evaluation and those students may still be eligible for admission to Concordia.

Transfer Students

Required Materials

- Completed application for admission
- Official transcripts from any college or university attended

Admission Criteria

A cumulative grade point average of 2.0 on 12 or more college-level credit hours.

In the case of students who do not meet admission requirements, additional information may be required for evaluation and those students may still be eligible for admission to Concordia University Texas.

International Students (Nonresident Aliens):

Required Materials

- Completed application for admission
- Official transcripts of all credits earned or attempted from each high school and/or college/university.
 - If the student did not attend high school and/or college in the U.S., then an official evaluation completed by WES Foreign Education Credential Service evaluation of all secondary or post-secondary work completed outside of the U.S. is required.

- If the student has completed the equivalent of a U.S. high school degree, then a Basic Statement of Comparability Evaluation is required. This statement is provided by an international transcript evaluation service provider and determines the level of comparability between a foreign education and U.S. education.
- If the student attended high school in the U.S.,
 - Official SAT or ACT scores
- Proof of English Proficiency
- Proof of Financial Support

Admission Criteria

- Demonstrated proficiency of English according to the English Proficiency Policy
- Meet any and all criteria as set by the Department of Education.
- For students who have not attended any higher education institution, the US equivalent of a high school diploma with a grade point average of 2.5 on a 4.0 scale
- For students who attended a U.S. high school; SAT combined math and verbal score of 1020 / ACT composite score of 20.
- For students who have attended any higher education institution in or outside the United States, the U.S. equivalent of a 2.0 grade point average on all college work attempted

Non-Degree Seeking Students:

Required Materials

- Completed application for admission
- Official transcripts if demonstrating pre-requisite completion in the required content area

Admission Criteria

- Are not required to meet regular admission standards,
- Are not eligible for financial assistance.
- Are required to submit official transcripts only if the courses planning to enroll in require a pre-requisite and the student has passed an equivalent course in the required content area.

Graduates of a Non- Accredited High School

GED Candidates

Students who did not graduate from high school will be considered for admission to Concordia upon submission of satisfactory GED scores. A satisfactory score is 50 for those who took the test prior to 2002 or 500 for those who took the test during or after 2002. GED candidates may be required to submit additional information at the request of the Admissions Officer.

Home Schooled Students

Applicants from non-accredited high schools will be considered for admission upon submission of notarized transcripts of the work completed in high school, ACT/SAT scores, and such other documentation as the Office of Admissions may direct. **Readmission of Former Students**
Former students who have not actively attended Concordia University for more than three semester terms must apply for readmission. Students who enrolled at another college or university must furnish an official transcript of their academic coursework. New transfer work from other regionally accredited colleges and universities will be considered in determining the applicant's readmission but will not affect their GPA. Official transcripts must be supplied by the end of the first term in which the student reenrolls. Failure to provide transcripts by designated timeframe will result in loss of credit hours.

Students being readmitted can elect to continue under the terms of either the degree requirements in force at the time the student first entered Concordia OR the degree requirements in force at the time of readmission. All requirements for a degree at Concordia must be completed within seven years of the date of the degree requirements elected by the student.

Students who left in good standing are eligible for readmission at their old GPA if they have not taken any other college-level coursework.

Students dismissed from Concordia University for academic reasons must complete the Academic Dismissal Appeal Process regardless of the amount of time that has transpired since the dismissal. The Academic Dismissal Appeal forms are available through the Student Central Office. At the discretion of the College or Center Dean, applicants who left on academic probationary status may be readmitted. If readmitted, student will be placed on Scholastic Probation at their old GPA.

Hybrid Programs-Admissions

In addition to the regular admissions requirements listed above, all students that seek admission to any program designated as being an adult delivery program must fulfill the following requirements. Adult delivery programs are defined as those whose regular mode of delivery has less than the equivalent of 14 hours of contact per credit hour in its standard class schedule.

This would include all of the programs offered in our adult degree format.

Concordia selects students who present the most competitive applications and who we consider most likely to be successful, contributing members of the Concordia community and to graduate. To reach admission decisions, Concordia evaluates all candidates in a comprehensive way using the following criteria.

Students applying to an adult program must meet one of the following requirements:

- must be at least 23 years of age as of the first day of the term of intended start or the first available course of enrollment

OR

- Delayed enrollment of at least one year after high school graduation or equivalency (such as a GED) and at is least 19 years old plus at least one of the following:
 - Works full-time (defined as a regular full-time position with a single employer)
 - Is financially independent (as defined by their IRS status)
 - Has children or other dependents (as claimed for IRS purposes)

Bachelor of Applied Arts and Sciences Degree Program

For admission into the Bachelor of Applied Arts and Sciences Degree Program, the student must have been awarded an approved Associate of Applied Science (AAS) degree. Admission for applicants who fall below these standards will be determined by the Enrollment Committee. Those applicants will be required to submit additional information.

Required Materials:

- Application for admission
- \$25 application fee (unless waived by the Admissions Office)
- Official transcripts from all colleges/universities attended

Transcripts must reflect all credits attempted and/or earned through regular enrollment, correspondence, extension, or night school programs from each institution. Failure to report all prior colleges attended constitutes reason for refusal to admit or for dismissal. Transfer students must arrange to have all transcripts for work attempted at other colleges or universities sent to Concordia directly from the institution of record. A student-delivered transcript will not be accepted as an official transcript, unless it is received in the original sealed envelope and appropriately stamped by the institution of record as "issued to student in a sealed envelope."

Nursing and Graduate Program Admissions

Accelerated BSN Admission Requirements

Students seeking admission to our ABSN program may be considered for admission provided they have fulfilled the minimum criteria below. Concordia only accepts credit from regionally accredited institutions:

- Minimum cumulative GPA of 3.0 in the prerequisite natural science courses.
- Transfer applicants: pre-nursing degree requirements cumulative GPA of 3.0.
- Second degree seeking students: conferred degree cumulative GPA of 3.0
- Personal essay describing why the student seeks a Bachelor of Science in Nursing at Concordia.
- Three recommendation forms from the following professional sources, i.e. faculty member, supervisor etc.
- Test of Essential Academic Skills (TEAS VI) within one year of beginning the ABSN program. No more than two attempts will be accepted to reach minimum score

requirements. An applicant must achieve at least 75 on the ATI TEAS VI to start the nursing sequence of courses.

Participation Requirements for the ABSN Program

Once you are accepted into our ABSN program, you must complete the following:

- American Heart Association CPR certification from the “Basic Life Support for Healthcare Providers” course
- Criminal background screening.
- Drug screening.
- Certified background checks for both the University and the Texas Board of Nursing.
- Satisfactory completion of all immunization and health participation requirements through Castle Branch.
- Proof of Health Insurance (May not be a monthly plan).

You will be required to submit proof you have completed all of these participation requirements before you begin the ABSN program. These requirements are subject to change for each cohort and will be provided to you upon your acceptance into our program.

Traditional BSN Admission Requirements

Students seeking admission to our ABSN program may be considered for admission provided they have fulfilled the minimum criteria below. Concordia only accepts credit from regionally accredited institutions:

- Minimum cumulative GPA of 3.0 in the prerequisite natural science courses (detailed degree requirements)
- Transfer applicants: pre-nursing degree requirements cumulative GPA of 3.0.
- Second degree seeking students: conferred degree cumulative GPA of 3.0
- Personal essay describing why the student seeks a Bachelor of Science in Nursing at Concordia
- Three recommendation forms from the following professional sources, i.e. faculty member, supervisor etc. These are integrated into supplemental nursing form so there is no need to send any sort of recommendation separately.
- Test of Essential Academic Skills (TEAS VI) If you took the ATI TEAS twice submit both profiles. The ATI TEAS must have been taken within one year of the start date of the program. An applicant must achieve at least 75 on the ATI TEAS prior to admission to the nursing program.

Participation Requirements for the BSN Program

Once you are accepted into our BSN program, you must complete the following:

- American Heart Association CPR certification from the “Basic Life Support for Healthcare Providers” course.
- Criminal background screening.
- Drug screening.

- Certified background checks for both the University and the Texas Board of Nursing.
- Satisfactory completion of all immunization and health participation requirements through Castle Branch.
- Proof of Health Insurance (May not be a monthly plan).

You will be required to submit proof you have completed all of these participation requirements before you begin the ABSN program. These requirements are subject to change for each cohort and will be provided to you upon your acceptance into our program.

Incoming Students

Students interested in completing the Traditional Bachelor of Science in Nursing degree will first be accepted as Pre-Nursing Major and will complete the nursing prerequisite courses before applying to the School of Nursing. All Pre-Nursing students must meet with their assigned advisor to ensure enrollment in the correct Pre-Nursing courses.

Current Concordia Students

Concordia students can apply for the Nursing Program during the last semester of prerequisite courses. Students should work with their assigned faculty advisor to ensure they are on track. To complete the Bachelor of Science in Nursing (BSN) program, you must fulfill certain Pre-Nursing requirements.

Master of Business Administration (MBA) Students

Required Materials

Completed application for admission

- Official transcripts from the college or university where the student earned their baccalaureate degree
 - For students with a GPA lower than 2.75, a personal essay must be submitted
 - Students who did not hold a business undergraduate degree must have a demonstrated proficiency in Accounting, Finance, Statistics, and Economics. If the student does not meet proficiency, then the student must take a pre-requisite or leveling course in the respective content area(s).
- A one to two-page summary of your professional work experience
- For international applicants,
 - Proof of English Proficiency
 - Proof of Financial Support
 - If the degree granting institution is not in the U.S., then an official WES Foreign Education Credential Service evaluation of all post-secondary work is required.

Admission Criteria:

- A minimum 2.75 cumulative GPA (on a 4.0 scale) from the undergraduate degree granting institution OR a minimum 3.0 cumulative GPA (on a 4.0 scale) from the master's degree granting institution
- A bachelor's degree from a regionally accredited institution of higher education or a recognized foreign institution of higher learning
- Professional experience as outlined by the College of Business & Communication

Students who do not meet admissions requirements may be considered for provisional admission by the MBA Admissions Committee.

MBA applicants with a nonbusiness undergraduate degree and a GPA under 2.75 are required to take IVY course preparation modules in the following disciplines prior to registering for the course.

- Statistics
- Economics
- Accounting
- Finance

The student must take the appropriate module the semester prior to registering for the class. A student is allowed to take each module twice; if the student does not successfully complete the module the second time with a 70% or higher, the student will be dropped from the program.

Master of Education (MED) Students

Required Materials:

- Completed application for admission
- Official transcripts from the college or university where the student earned their baccalaureate degree.
- For international students,
 - Proof of English Proficiency
 - Proof of Financial Support
 - If the degree granting institution is not in the U.S., then an official WES Foreign Education Credential Service evaluation of all post-secondary work is required.
- In the case of students who do not meet our admissions standards, additional information may be required prior to admission. Admission for applicants who fall below standards will be determined by the Graduate Education Committee.

Admission Criteria:

- A bachelor's degree from a regionally accredited institution of higher education or a recognized foreign institution of higher learning.
- Additional program-specific criteria based on the specialization being pursued:
 - Educational Administration

- Undergraduate GPA must be 3.0 or higher (Cumulative OR last 60 hours) for standard admission
 - Undergraduate GPA of 2.75-2.99 (Cumulative OR last 60 hours), student must submit GRE scores*
 - Teaching Certification and a minimum of two full years of teaching experience in public or private schools
- Instructional Leadership
 - Undergraduate GPA must be 2.5 or higher for standard admission
 - If GPA does not meet the minimum requirements, submission of an essay for review by the Graduate Education Committee is required.
 - Teaching Certification and a minimum of one full year of teaching experience in public or private schools
- Advanced Literacy
 - Undergraduate GPA must be 3.0 or higher (Cumulative OR last 60 hours) for standard admission
 - Undergraduate GPA of 2.75-2.99 (Cumulative OR last 60 hours), student must submit GRE scores*
 - Teaching Certification and a minimum of one full year of teaching experience in public or private schoolSpecial Education
 - Undergraduate GPA must be 2.5 or higher for standard admission
 - If GPA does not meet the minimum requirements, submission of an essay for review by the Graduate Education Committee is required.
 - Teaching Certification and a minimum of one full year of teaching experience in public or private schools
- Differentiated Instruction
 - Undergraduate GPA must be 2.5 or higher for standard admission
 - If GPA does not meet the minimum requirements, submission of an essay for review by the Graduate Education Committee is required.
 - Teaching Certification
- Sports Administration
 - Undergraduate GPA must be 2.5 or higher for standard admission.
 - If GPA does not meet the minimum requirements, submission of an essay for review by the Graduate Education Committee is required.

*GRE Scores must reflect what is approved by TEA for admission: Verbal: 143-157; Quantitative: 140-155; Writing: 3-4.5

Doctor of Education (EDD) Students

Required Materials:

- Completed online application for admission
- Official transcript(s) from accredited master degree conferring institution
- Resume or CV to summarize educational and professional career

- Letter of Intent: This serves as an applicant's introduction to the review committee. (Should be at least two pages, double-spaced.)
- Sample of Scholarly Writing: This sample may be research from graduate school or a published article.
- Employer Support Form (pdf) or a letter from applicant's employer indicating support for the candidate's pursuit of the EdD, willingness to allow candidate to conduct field work in the organization, and flexibility in work schedule so that the candidate can attend class and conduct approved field work.
- Three Letters of Reference
 - Present supervisor;
 - Academic/Applicant's former professor;
 - Co-worker/Professional peer
- For international students:
 - Proof of English Proficiency
 - Proof of Financial Support
 - If the degree granting institution is not in the U.S., then an official WES Foreign Education Credential Service evaluation of all post-secondary work is required.
- For students pursuing Superintendent Certification:
 - Copy of Service Record
 - Social Security Number
- Optional: Although no formal testing is required for entry, scores from a recent (5 years or less) Graduate Record Exam (GRE) will be accepted and may be used for admission consideration.
- In the case of students who do not meet our admissions standards, additional information may be required prior to admission. Admission for applicants who fall below standards will be determined by the Graduate Education Committee.

Admission Criteria:

- Master's Degree from an accredited university
- A graduate grade point average of at least 3.0 on a 4.0 scale.

Student Financial Services

Recommended Application Dates

Returning Students

For the 2019-2020 School year: March 1, 2019

New Students

Starting Summer 2019: March 1, 2019

Starting Fall 2019: March 1, 2019

Starting Spring 2020: October 31, 2019

Applications will be accepted after these dates. However, a personal payment may be required to meet the deadlines for tuition payments.

Application Information

Students interested in applying for financial aid must be accepted for admission to Concordia University Texas (CTX) and submit the Free Application for Federal Student Aid (FAFSA) for the relevant year. Students applying for federal student aid must meet all US Department of Education eligibility requirements. If an applicant's FAFSA is selected for verification, students may also be asked to submit additional documentation as instructed by CTX Student Financial Services. When all required documents have been received by CTX Student Financial Services, the student's eligibility is calculated and an award package is then constructed through a combination of scholarships, grants, low-interest loans, and/or on-campus work-study programs depending upon the student's eligibility and the funds available.

Eligibility for all financial aid requires that a student be accepted for admission or be currently enrolled and maintaining Student Financial Services Satisfactory Academic Progress described below.

Return of Title IV Funds

Financial aid is awarded to a student based on the assumption that the student will complete the period for which the aid has been awarded. When a student withdraws from the university and has federal aid, a Return of Title IV Funds calculation must be completed. Funds included in the Title IV return include: the Federal Pell Grant, the Federal Supplemental Educational Opportunity Grant (FSEOG), and Teacher Education Assistance for College and Higher Education Grant (TEACH); along with Federal Direct Loans such as subsidized, unsubsidized, and the PLUS loan (both Parent and Graduate). Federal Work-Study earned is not included in the calculation.

An overview of the Return of Title IV process is as follows:

- The student should contact their Student Academic Planner for a Withdrawal Form. This form should be completed for all students wishing to withdraw from the university and not just for those with federal aid.
- The withdrawal date is reported on the Withdrawal Form and is generally the last day of attendance. Should there be any question about the date, Student Financial Services will determine the date of withdrawal based on feedback from the student's professors.
- Student Financial Services will be responsible for completing the return within 30 days of the date of withdrawal and will notify the student as to whether the school or the student will be responsible for repayment of Title IV funds, if applicable.
- Student Financial Services is responsible for tracking all notifications and deadlines and, in the event of an overpayment by the student, the office will notify the student within 30

days of the withdrawal date as to the student’s responsibility to repay the funds within 45 days of the date of the notice and the options for repayment.

- Should the student be eligible for a post-withdrawal payment of aid, a written notice to the student will occur within 30 days of the date of withdrawal. The student will be required to report to Student Financial Services within 14 days after the date of the notice as to whether or not they wish to accept the post-withdrawal disbursement. In the case of a loan creating the post-withdrawal disbursement, the student will be counseled as to the nature of the funds. The school will disburse any accepted post-withdrawal disbursement within 120 days after the date of withdrawal.

Satisfactory Academic Progress (SAP) - Financial Aid

Student Financial Services at Concordia University Texas (CTX) utilizes the qualitative and quantitative Satisfactory Academic Progress policy as follows:

Financial Aid Satisfactory Academic Progress Chart

Level	Percentage of attempted hours that must be earned	Cumulative GPA
Freshman [0 - 29 earned hrs.]	45%	2.00
Sophomore [30 -59 earned hrs.]	50%	2.00
Junior [60 - 89 earned hrs.]	60%	2.00
Senior [90 + earned hrs.]	67%	2.00
Graduate Students	67%	3.0

In addition to those measurements students must complete their academic program within the federally mandated maximum permissible time frame (not to exceed 150% of the published length of the program). Application of these requirements includes all terms of enrollment, whether or not aid was awarded or received.

SAP Evaluation – Eligibility to Receive Financial Aid

Student Financial Services will evaluate SAP requirements at the end of each term and before aid is disbursed for the following term. Students who fail to meet SAP requirements will be automatically placed in a warning status for one (1) term. Those students are expected to meet SAP requirements by the end of that term or risk being placed on financial aid suspension. Students cannot receive federal or state financial aid while on financial aid suspension.

Students who have experienced documented, extraordinary circumstances that led to their financial aid suspension may petition for one (1) additional term of eligibility.

Financial Aid SAP Petition Process

Students who believe they have extraordinary, extenuating circumstances must submit a typed request to Student Financial Services explaining their situation and provide the following information:

- Student printed name and signature, Banner ID, daytime contact information
- Detailed explanation addressing the circumstances that directly contributed to the poor academic performance and how these circumstances have been remediated or are no longer a contributing factor toward the student's ability to perform academically.
- Provide supporting documentation from a 3rd party if available (e.g., police report, detailed hospital bill, physician's statement, death certificate, etc.)
- Enrollment plans for the next term including anticipated number of credit hours, change in major or any other academic-related documentation approved by a CTX academic advisor.

Students who have successfully petitioned financial aid suspension are placed in a probation status. Students in probation status are eligible to receive financial aid for one (1) term, after which they must meet satisfactory academic progress standards in order to receive aid in a future term. Students who fail to meet SAP at the end of the probation term may go through the petition process again to request an additional term of financial aid eligibility.

Financial Aid SAP petition decisions are made independently of the Academic Appeal process described in the Academic Information Section of this catalog. However, students must be academically eligible to enroll for coursework to receive financial aid.

Veterans Educational Benefits

For students who are eligible, Veterans Educational Benefits can be used to offset college costs. For information about Veterans benefits, please use the VA web site, www.gibill.va.gov.

Chapter 30 - Montgomery G.I. Bill/Pre-1990 G.I. Bill

Chapter 31 - Vocational Rehabilitation

Chapter 32 - Post-Vietnam Era Veterans' Educational Assistance

Chapter 33 - Post 9/11 and Yellow Ribbon Program

Chapter 35 - Survivors' and Dependents' Educational Assistance

Chapter 1606 - Selected Reserve Educational Program

Chapter 1607 - Gulf War Selected Reserve Educational Program

Once the Veterans Administration determines eligibility, the student will be issued a certificate of eligibility from the VA. A copy of the certificate must be turned into the VA Certifying Official at Concordia University before the student's enrollment will be certified to the VA. A copy of the student's DD-214, if the student is the service member, needs to be submitted to the VA Certifying Official. An official copy of the student's Joint Services Transcript needs to be

submitted to the school when the student applies for admission so that any military credit can be considered for transfer credit.

Students receiving VA educational benefits must maintain a cumulative GPA of 2.00 to be considered making satisfactory academic progress. Students on academic probation, who fail to achieve a term GPA of 2.00 at the end of the first probationary term, will be reported to the Department of Veterans Affairs as making unsatisfactory progress. Students who fail to achieve a cumulative GPA of 2.00 at the end of the second probationary term will be reported to the Department of Veterans Affairs as being academically ineligible to return. For more information on satisfactory progress, see the Standards of Academic Progress section of this catalog.

Tuition, Fees, Refunds

TUITION

- TRAD UG FULL-TIME (12-18 hours)
 - Tuition per Semester
 - AY 19/20 starts \$15,980
 - AY 18/19 starts \$15,515
 - AY 17/18 starts \$15,750
 - AY 12/13 to 16/17 starts \$15,980
- TRAD UG PART-TIME (Registered hours <12 and over 18)
 - PART-TIME Rate \$1050
 - no charge for 1 extra hour beyond 18 if due to enrollment in an approved course
- TRAD UG SUMMER
 - Tuition per hour \$470
- HYBRID (UG)
 - Tuition per credit hour \$470
- MASTERS DEGREES – ON GROUND
 - MED Tuition per Cr. Hr.
 - AY 19/20 start - LOCKED TUITION \$580
 - AY 18/19 start - LOCKED TUITION \$560
 - AY17/18 start - LOCKED TUITION \$525
 - AY16/17 start - LOCKED TUITION \$560
 - MBA Tuition per Cr. Hr.
 - AY 19/20 start - LOCKED TUITION \$760
 - AY 18/19 start - LOCKED TUITION \$710
 - AY 17/18 start - LOCKED TUITION \$680
 - AY 16/17 start - LOCKED TUITION \$735
- FULLY ON-LINE PROGRAMS
 - UNDERGRADUATE Tuition per Cr. Hr. \$470
 - GRAD – MED Tuition per Cr. Hr.
 - AY 19/20 start - LOCKED TUITION \$580

- AY 18/19 start - LOCKED TUITION \$560
 - AY 17/18 start – LOCKED TUITION \$525
 - AY 16/17 starts - LOCKED TUITION \$560
 - GRAD - MBA Tuition per Cr. Hr. – all \$660
 - GRAD – EDD Tuition per Cr. Hr.
 - AY 19/20 start - LOCKED TUITION \$760
 - AY 18/19 start - LOCKED TUITION \$800
 - AY 17/18 start – LOCKED TUITION \$775
 - AY 16/17 starts - LOCKED TUITION \$700
- ABSN DEGREE PROGRAM
 - ABSN Tuition per semester
 - AY 19/20 starts \$15,700
 - AY 18/19 starts \$15,700
 - AY 17/18 starts \$15,700
 - Pre-ABSN Tuition per Cr. Hr. \$470

ROOM & BOARD/RESIDENTIAL LIFE PROGRAM

- MEAL PLANS
 - Plan A (Full-Meal Plan, 19 Meals/Week + \$50 DCB) \$2,575
 - Plan B (Reduced Meal Plan, 14 Meals/Week + \$75 DCB) \$2,445
 - Plan C (180 Block Meal Plan + \$50 DCB) \$2,575
 - Plan D (Commuter Plan, 5 Meals/Week + \$100 DCB) \$820
- LONG SEMESTER ROOM RATE/FEES
 - Room--All, single occupancy (per semester) – by special permission only \$5,565
 - Room--All, double occupancy (per semester) \$3,600
 - Room--All, triple occupancy (per semester) \$2,625
- SUMMER HOUSING RATE/FEES
 - Grp1 – Student not working or attending summer school
 - Full Summer \$2,325
 - Pro-Rated by Month (25 days or more in a month) \$595
 - Grp2 – Student attending summer school or working on campus
 - Full Summer \$1,200
 - Pro-Rated by Month (25 days or more in a month) \$315

FEES

- GENERAL ENROLLMENT FEES
 - Traditional Gen. Services Fee (FT, \$120+\$10/CrHr for PT; per term) \$450
 - Non-Traditional Gen. Services. Fee (ADP, Grad, Online; per term) \$150
 - Athletic Supplemental Insurance Fee (per term) \$100

- Traditional Nursing Student Nursing Fee (FT, \$80 per Cr. Hr. for PT) \$1475
- DCE INTERNSHIP
 - Internship Fee per long Semester (fall/spring) \$1000
 - New site visitation fee (charged to congregations) \$175
 - Administrative fee--non-refundable deposit charged to congregations \$375
- COMMUNITY PROGRAMS
 - Community Learning Opportunity, cost per course \$200
- ADMINISTRATIVE FEES
 - Accounting Fees
 - Late Payment Fee \$75-250
 - Returned Payment Fee \$50
 - Admissions Fees
 - Application Fee – Undergraduate \$25
 - Application Fee - Undergraduate – International \$50
 - Application Fee – Graduate \$50
 - Graduation Fees
 - Graduation Fee \$150
 - Diploma Replacement Fee \$100
 - Security Fees
 - Replacement ID \$25
 - Transcripts
 - Standard (3-5 day processing) \$5
 - Expedited (1-day processing) \$10
 - Express (Same day processing) \$25
 - Course Fees
 - Course By Arrangement \$250
 - Independent Study Course (per credit hour) \$90
 - Online course fee (Traditional students only) \$200
 - Study Abroad Administrative Fee \$500
 - Textbook Rental Program Late Return \$10
 - Textbook Non Return Fee Varies
- RESIDENTIAL LIFE FEES and FINES
 - Changing locks \$300
 - Disciplinary Charges (Dependent upon the specifics of the incident) variable
 - Improper Checkout \$200
 - Key Replacement (per key issued) \$25
 - Not notifying ORL staying for semester break (per day) \$50
 - Not notifying the ORL of switching rooms/roommates \$100
 - Registered and staying for semester break (per day) \$18
 - Semester Mini-Improper Checkout \$25

- Tampering with fire system \$40
- Unregistered Guest or longer than 3 nights Guest (per guest/night) \$25

DEPOSITS

Commitment Deposit

A non-refundable \$275 commitment deposit is required of all new traditional main campus students. A portion of your deposit will go towards a mandatory orientation fee. The remaining amount will go towards the students' tuition charges.

Residence Hall Reservation Deposit for Current Concordia Students

A non-refundable reservation deposit of \$200 is required of each student planning to live in a residence hall. This \$200 is due in full by the published deadline for the relative term. It is applied to the payment of room fees.

PAYMENT OPTIONS

All charges for tuition and fees are due in full 14 days prior to the first day of class. If registration is completed after the normal payment deadline, tuition and fees are due immediately upon registration. Payment may be made either online, by mail or in person at Student Central. Additional charges for special course fees, insurance, etc., may be assessed after registration and are due when charged to the student account.

Students who complete the financial assistance process may apply identified Credits/Anticipated Credits on the Student Schedule/Bill against the total charges; any remaining balance is due and must be paid in full. Eligible students planning to pay charges through the various student aid programs (please refer to the section on Financial Aid) must meet the deadlines required by the Student Financial Services Office. If student aid is not recorded by the due date shown on the Student Schedule/Bill, other payment arrangements must be made.

To satisfy payment requirements for the fall and spring terms, students may request participation in a payment plan program that allows eligible students to make payments in installments. Information regarding this payment plan can be obtained from your Student Support Coordinator. Setup fees are charged for participation in the program.

Payment may be made by cash, check, money order, ACH, American Express, MasterCard, Visa, or Discover. Concordia assumes no responsibility for loss of cash if sent through the mail. Payments made by mail must be received by Concordia on or before their due date. A late charge may be assessed for accounts past due for over thirty (30) days. Further, a student

whose account is in arrears may not be able to register for classes, receive transcripts, or recommendations.

REFUNDS

Tuition refunds are processed in accordance with the following schedule:

Traditional Fall and Spring Terms

- Withdrawn through Census date (First ten days of term) 100%
- Withdrawn within the third week of the term 75%
- Withdrawn within the fourth week of the term 50%
- Withdrawn after the fourth week of the term 0%

Note: No refund is given for Traditional students adhere to the flat tuition rate and withdraw from a non-traditional course.

Traditional Summer Sessions

Full Term Session

- Withdrawn through Census date (first ten class days of term) 100%
- Withdrawn within the third week of term 75%
- Withdrawn within the fourth week of term 50%
- Withdrawn after fourth week 0%

Traditional Summer I, II and III Term Sessions

- Withdrawn through Census date (first two class days of the term) 100%
- Withdrawn after Census date but within first week of term 50%
- Withdrawn after first week 0%

Note: Traditional students taking non-traditional courses (i.e. ADP or online) during the summer term will follow the refund guidelines for the applicable program.

On Ground Graduate Programs

If the student withdraws from the class:

- Prior to the 1st class meeting 100%
- After the first class session but prior to the 2nd class session 50%
- After the second class session 0%

If a student is administratively removed from a class:

- Did not attend first night of class (Administrative drop) 100%
- Missed more than 4 hours of class (Administrative withdrawal) 0%

Hybrid Program

If the student withdraws from the class:

- Prior to the 1st class meeting 100%
- After the first class session but prior to the 2nd class session 50%
- After the second class session 0%

If a student is administratively removed from a class:

- Did not attend first night of class (Administrative drop) 100%
- Missed more than 4 hours of class (Administrative withdrawal) 0%

Fully Online Program

If the student withdraws from the course:

- Prior to or during first week of class 100%
- After the first week of class 0%

A student is administratively withdrawn if they do not log in:

- By 11:59 PM CT Day 7 of first week of class 100%
- For seven consecutive days after the initial log in 0%

Students should contact Student Financial Planning for further information or questions about refunds.

Other Refunds Are Processed as Follows

- Scholarship, grant, and loan funding (student aid) awarded through the Student Financial Services office will be subject to the same prorated formula applied to tuition and fee refunds, unless otherwise stipulated by program requirements. The percentage of tuition, fees, room and board charged the student would be paid; the remainder of the student aid will be returned to the fund from which the award was paid. All students receiving Title IV (federal) student aid are subject to the return of student aid if withdrawing prior to the 60% point of any enrollment period. No refund of assistance will be paid to the student.
- The unused portion of the Food Service Fee may be refunded when students discontinue food service during a term. Unused portions of the Food Service Fee at the end of a term will not be refunded.
- Student housing charges for students who leave the dorm during a term will follow the tuition and fees refund schedule listed above.
- Refunds will be made payable to the student, with the exception of PLUS loan refunds which are made payable to the person who incurred the loan debt.

These provisions apply to all students without respect to the reason for withdrawal or dismissal.

Withdrawals

Official withdrawal from the university is dated at the time a student signs a withdrawal request and files it in Student Central. Forms for withdrawal may be obtained in Student Central or online. The date of official withdrawal determines the charges assessed and/or refunded. Non-attendance in classes or moving from the residence hall does not constitute official withdrawal from the university or from a course. Students who do not officially withdraw may receive grades for all registered courses and may be billed accordingly.

International Students

New Students

Required Prior to Admission

All students seeking an I-20 leading to an F-1 (student) visa must submit the following in order to be considered for admission:

- A completed and signed Concordia University Texas Application for Admissions for International Students
- A non-refundable application fee of \$50.00.
- Official transcripts of all credits earned or attempted from each high school and/or college.
 - If the student did not attend high school and/or college in the US, an official evaluation through (WES) or (ECE) of all secondary and/or post-secondary work completed outside of the United States is required.

*High school transcripts are not required for graduate admission.

Admission Requirements

In addition to program specific criteria, students must meet the following requirements:

- The U.S. equivalent of a high school diploma with a grade point average of at least 2.5 on a 4.0 scale for students entering as first-time freshmen.
- Satisfactory SAT (1440) or ACT (20) scores, if applicable. (Undergraduate only)
- The U.S. equivalent of at least a 2.0 grade point average on college work attempted for students who have attended any higher education institution in or outside the United States.
- Demonstrated proficiency of English. Students can do so in one of the following ways:
 - Citizenship in an English speaking country [Australia, New Zealand, the British Virgin Islands, Jamaica, United Kingdom, Ireland, Antigua, Northern Ireland, Philippines, Scotland, South Africa, St. Lucia, Wales, Bahamas, Barbados, Nigeria, Kenya, Zimbabwe, Ghana, Namibia, Tanzania, Uganda, the Fiji Islands, Sierra Leone, Gambia, Liberia, Switzerland, Holland and Canada, excluding French-speaking Quebec.
 - Undergraduate applicants must have at least one year of successful education in the United States. Education must be at the high school level. Graduate applicants must have completed their bachelor's degree in the United States.
 - Satisfactory scores on one of the following tests:
 - TOEFL – The university encourages students to complete the TOEFL as we are now able to retrieve the official scores electronically from the ETS website

- Internet-Based TOEFL (IBT): 80
- Paper-Based TOEFL (PBT): 550
- Computer-Based TOEFL (CBT): 213
- IELTS
 - Undergraduate: 5.5
 - Graduate: 6.5
- Pearson Test of English
 - Score: 64

The scores are only valid for two years from given test date. Students are required to provide an official copy (in sealed envelope) of the test (with exception to TOEFL).

Required Prior to Issuance of an I-20

All students must submit the following before Concordia will issue an I-20:

- Written proof of financial support for one school year in the United States. All international students are required to show proof that they can cover all related costs for one year. Costs include Tuition/fees, books and supplies, room and board, personal expenses, health insurance, and additional costs for spouse and dependents. Financial support documentation must be submitted as original bank/financial statements in English and in US dollars issued within the last 90 days.
- Copy of valid Passport.

Current International Student Information

- F-1 students are required to provide a copy of their passport and visa to the DSO during the first week of classes.
- F-1 students are required by United States Citizenship and Immigration Services (USCIS) to take a full course load, in accordance to their program. Dropping below a full course load may put the student out of status with USCIS. International students should talk with a DSO before dropping below a full course load.
- International students in search of employment and internship opportunities either on campus or off campus should consult with a DSO to determine employment eligibility.
- All F-1 students are required to obtain health insurance through the duration of their program. Students will be registered through the Institution's 3rd party provider. To go through an outside provider, students must contact their DSO and provide proof of insurance.

Intercollegiate Sports and Athletics

Intercollegiate Athletics

Concordia is affiliated with the National Collegiate Athletic Association (NCAA) Division III and with the American Southwest Conference. Concordia currently participates in men's and women's basketball, golf, soccer, tennis, cross country, and track and field, as well as men's baseball, and women's softball and volleyball.

Intramural/Recreation

Concordia offers an extensive intramural/recreation program administered through the Office of the Dean of Student Services. Both team and individual sports and activities are sponsored including basketball, volleyball, beach volleyball, softball, racquetball, trivial pursuit and others. Students may participate individually or join a team. No previous experience is required.

NCAA Athletic Eligibility

The athletic program is available to all TRADITIONAL full-time, qualified students who are in good standing with the university and who are in compliance with the NCAA and Concordia University academic eligibility requirements indicated below. Concordia athletes compete in men's and women's basketball, cross country, golf, soccer, tennis, track and field, men's baseball, and women's softball and volleyball.

The Faculty Athletic Representative, the NCAA Compliance Officer, the Athletic Director and the Director of Student Registration and Records are charged with the responsibility of ensuring that all participants in intercollegiate athletics are eligible in accordance with the rules and regulations of the NCAA prior to their representing the institution in any manner.

Maintaining NCAA Eligibility for Student Athletes

In order to remain eligible to participate in NCAA intercollegiate athletics, student-athletes must:

- Demonstrate satisfactory progress toward a recognized baccalaureate or graduate degree
- Meet Concordia's Standards of Academic Progress requirements
- Remain in "Good Standing" academically
- Must carry a minimum of 12 credit hours to practice or compete.

Student Services

Student Services staff members seek to support the mission of Concordia University Texas by intentionally building relationships among students, faculty and staff to enhance a sense of campus community, facilitating holistic (spiritual, intellectual, social, and physical) growth among students, and modeling servant hood as the cornerstone of Christian leadership. For more specific information about Student Services, please refer to the University's website.

Center for Vocation and Professional Development

The Center for Vocation and Professional Development provides a pathway to meaningful work by connecting students, alumni, and employers in ways that facilitate personal and professional growth, and that create life-changing experiences in the exploration and discernment of vocation.

Our vision is to be recognized as a community resource and leader on Christian vocation that expands the meaning of purposeful life beyond career to the various life stations and inspires individuals to reach the full potential of their presence in the world.

Visit www.concordia.edu/meaningfulwork for more information, including the Mentoring Adventures Program and the Internship Program.

Library

Concordia University Texas Library, located in Building F on the main campus, provides access to over 200,000 books, in print and/or online format, as well as collections of DVDs, CDs, and vinyl recordings. The library subscribes to more than 100 academic databases with access to several hundred thousand online journals, many in full-text format, and over 150 journal titles in print format. Our website (www.concordia.edu/library) offers both on-campus and off-campus users access to our online catalog and the majority of our online databases through a sophisticated discovery tool ("Jump Start") that streamlines access to library resources with one search box. The library website also provides online research guides and tutorials to assist users during all stages of their research and writing process. For personalized research help, students can contact library staff -- by phone at (512) 313-5050, by email at library@concordia.edu, or they can text us at (512) 981-7550. Due to the library's participation in a consortium, patrons can also access reference support 24/7 through online chat: AskAcademic.

For items not held in our collection, the library offers Interlibrary Loan, by which patrons can have materials sent to this library from other participating libraries. CTX Library also participates in the state's TexShare card program, which allows our patrons to receive a card to directly

access, and in some cases even check out, materials when they visit most academic and large public libraries across the state.

Success Center

Successfully reaching your educational goals can be stressful at times. When you need support whether it be for academic coaching, personal counseling or academic accommodations, the Success Center is available to help you with:

- Services for Students with Disabilities
- Counseling
- Behavioral Intervention and Support Team (BIST)
- Peer Tutoring
- Tutor.com
- Study Skills Web Resources

Visit the website at Concordia.edu/SuccessCenter for more details.

Student Academic Planners

Student Academic Planner partner with faculty members to help students move along in degree progression. Student Academic Planners help facilitate several academic processes such as petitions, Study Abroad, internships, and building degree plans. Each Student Academic Planner is assigned specific majors to work with and serve all on ground populations in both undergraduate and graduate programs

Student Financial Planners

Student Financial Planners serve as financial aid advisors, and accounts receivables representatives. They ensure students take care of financial aid requirements (including VA assistance) and pay their bill. They also strive to increase student financial literacy and student awareness regarding the investment of higher education. They serve all populations in both undergraduate and graduate programs.

Writing Center

Located in Cedal Hall room C-173, the writing center provides writing support to any student on campus. Staffed by master level or higher professionals, students can bring any assignment to the writing center for writing support.

Mental Health

The CTX Counseling Center is committed to providing mental health care, spiritual guidance, consultation, and education to students, faculty, and staff. CTX Counseling Services offers the following to students:

- Brief individual counseling
- Couples/relationship counseling
- Personal social adjustment counseling
- Premarital counseling (assessment fee applied)
- Resource/referral
- Brief depression anxiety assessments
- Alcohol substance use inventory/intervention
- Consultation regarding concerns for peers

Visit the website at Concordia.edu/SuccessCenter for more details.

University Information

Concordia Academy opened in 1926 to train young men for ministry in the Lutheran Church. The junior college department, added in 1951, became coeducational in 1955. Concordia received authorization to proceed with the implementation of a four-year liberal arts program in 1979 and its first B.A. students graduated in May 1982. In July 1995, Concordia moved from college status to university status. During the summer of 2007, Concordia University at Austin became Concordia University Texas. In July 2008, Concordia University Texas closed its doors for the last time at its 3400 Interstate Highway 35 North location and threw open the doors of its new campus at 11400 Concordia University Drive in northwest Austin. Building on the eighty-plus-year history of this wonderful institution, this change is the culmination of many hours of dedicated prayer, discussion, and planning, moving Concordia forward in its continuing mission of developing Christian leaders.

Currently, Concordia confers the Associate of Arts degree, the Bachelor of Arts degree, the Bachelor of Business Administration, the Bachelor of Science degree, the Master of Business, Master of Education degree, Master of Science in Nursing degree, and the Doctor of Education degree.

Concordia serves its diverse student body through a variety of programs and modalities, including evening and online courses. The Community Learners Program provides educational opportunities for members of the local community who are not seeking academic credit. Concordia supports Veterans Administration Benefit programs including the Yellow Ribbon Program.

Mission, Vision, Values

Mission: Concordia University Texas empowers students of all backgrounds to lead lives of critical thought, compassionate action and courageous leadership. As a liberal arts university rooted in the Lutheran tradition and affiliated with the Lutheran Church-Missouri Synod, Concordia develops the mind, heart, soul, and body, preparing leaders for lives of service.

Our Vision: We are the premier university where the adventure of faith, learning, and life-changing experiences leads to meaningful work.

Our Core Values:

- Christ-Centered
- Caring for People
- Vocation
- Life-Long Learning
- Trust
- Courage

The Concordia University System

The Concordia University System builds national identity, enables cooperative endeavors, and enhances the strength of the colleges and universities of the Lutheran Church-Missouri Synod as they engage students of diverse ages and cultures in quality, Christ-centered, value-oriented, Lutheran higher education for lives of service to church and community.

Member Institutions:

Concordia University	Ann Arbor, Michigan
Concordia University Texas	Austin, Texas
Concordia College New York	Bronxville , New York
Concordia University	Irvine, California
Concordia University Wisconsin	Mequon, Wisconsin
Concordia University Portland	Portland, Oregon
Concordia University Chicago	River Forest, Illinois
Concordia University	St. Paul, Minnesota
Concordia University	Seward, Nebraska

Location

Concordia is located on a tree-shaded, 389-acre campus in the northwest corner of Austin, Texas. Located in the Texas Hill Country, Austin is an educational and cultural center, providing many opportunities for enrichment. Austin's Sun Belt location provides an average winter high temperature of 62° and an average summer high of 94°, allowing ample opportunity for recreation on the seven Highland Lakes beginning within the Austin city limits.

Concordia's main campus site includes 250 acres of nature preserve, with wetlands, caves, dense tree cover and a habitat for the Golden-Cheeked Warbler. Concordia University Texas is one of a few universities in the U.S. to hold a Fish and Wildlife 10A permit. With this, the University will play a leadership role in urban environmental studies and offer students the rare opportunity to study environmental management and stewardship.

Worship

Faith in Jesus Christ as Savior and Lord is the integrating factor in the curriculum at Concordia University Texas. The main campus community is invited to attend Chapel daily for worship. Students organize additional worship experiences and the chapel is open during the day for private meditation. Students are encouraged to participate actively in the worship life on campus and in one of the Austin area churches.

Accreditation

Concordia University Texas is accredited by the Southern Association of Colleges and Schools Commission on Colleges to award the Associate, Bachelor, and Master's degrees. Contact the Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097 or call 404-679-4500 for questions about the accreditation of Concordia University Texas.

Concordia's Bachelor of Business Administration degree in the College of Business and Communication is accredited by the International Assembly for Collegiate Business Education. Concordia's elementary, secondary teacher and special education programs are approved by the Texas Education Agency for pre-school through grade 12. Students successfully completing Concordia's teacher education programs are eligible for teacher certification in Texas after passing the appropriate state certification exams.

The Concordia Nursing Program is approved as a BSN program by the Texas Board of Nursing, allowing program graduates to take NCLEX-RN, the licensing exam for registered nurses. The baccalaureate and master's degrees in nursing at Concordia University Texas are accredited by the Commission on Collegiate Nursing Education, One Dupont Circle, NW, Suite 530, Washington, DC 20036, 201-887-6791.

Legal Notices

This catalog is a general information publication only. It is not intended to nor does it contain all regulations that relate to students. All students are advised to thoroughly review the University's Student Handbook and Academic Catalog for a complete description of all rights and responsibilities under University policy, as well as state and federal law. The provisions of this catalog do not constitute a contract, expressed or implied, between any applicant, student or faculty member and Concordia University Texas or The Concordia University System. The University reserves the right to withdraw courses at any time and to change fees, rules, policies,

calendar, curriculum, degree programs, degree requirements, graduation procedures and any other requirements affecting students. Changes may occur without notice and will be immediately effective, unless otherwise specified, and will apply to both prospective students and those already enrolled. When changes are made, updated information can be found on the Concordia website at www.concordia.edu.

Concordia University Texas reserves the right not to teach any course listed in the catalog or its published schedules if enrollment does not warrant offering it or if other circumstances dictate its withdrawal.

Non-Discrimination

Concordia University Texas complies with Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments Act of 1972, Section 504 of the Rehabilitation Act of 1973, and The Age Discrimination Act of 1975. Concordia University Texas does not exclude, expel, limit, or otherwise discriminate against an individual seeking admission as a student or an individual enrolled as a student in the terms, conditions and privileges of Concordia University Texas because of disability, sex, age, race, color, religion, national or ethnic origin, or status as a veteran.

Concordia University Texas, in compliance with Section 504 of the Rehabilitation Act of 1973, does not discriminate on the basis of disabilities in admission or access to its programs. The Director of the Concordia Success Center is the Disability Coordinator. The Chief Enrollment Officer is the Section 504 compliance officer. Any person who has a question about discrimination with respect to a disabling condition should address the inquiry to the Director of the Student Success Center. Students who believe they have been discriminated against may institute an internal Grievance Procedure for Disability Complaints to resolve their complaints. For more information, please visit our website.

Harassment and Discrimination Prevention

Concordia University Texas is committed to maintaining a learning and working environment free from harassment and discrimination. The University's Guidelines on harassment, including definitions, complaint and reporting procedures, and prohibitions are addressed in current Student Policies and should be reviewed by all students.

Campus Security

As required by the Jeanne Clery Campus Security Act, Concordia University Texas maintains statistics for the previous three years regarding criminal offenses that have occurred on campus; in certain off-campus buildings or property owned or controlled by Concordia University Texas; and on public property within, or immediately adjacent to and accessible from, the campus. The Annual Campus Security Report includes current information about the CTXPD policies, campus crime statistics, crime prevention information, crime reporting procedures and

contact information. The Report also includes information related to the CTX policies regarding sexual assault offenses, missing student notification procedures, liquor law and drug violations, hate crimes, emergency response and evacuation procedures and fire safety procedures and statistics. This information can be obtained by calling the Concordia University Texas Police Department during business hours or by accessing our website.

Equity in Athletics

As required by the Equity in Athletics Disclosure Act (EADA), The Report on Athletic Program Participation Rates and Financial Support Data is intended to make prospective and current students aware of Concordia University Texas' commitment to providing equitable athletic opportunities for its men and women students. This report contains participation rates, financial support, and other information on men's and women's intercollegiate athletic programs. For further information, contact the Director of Athletics during business hours or access the following Web site: <http://ope.ed.gov/athletics/>

Family Educational Rights and Privacy Act

The Family Educational Rights and Privacy Act of 1974 (FERPA), as amended, is a Federal law which states (a) that a written institutional policy must be established and (b) that a statement of adopted procedures covering the privacy rights of students be made available. The law provides that the institution will maintain the confidentiality of student education records. As of January 3, 2012, the U.S. Department of Education's FERPA regulations expand the circumstances under which your education records and personally identifiable information (PII) contained in such records — including your Social Security Number, grades, or other private information — may be accessed without your consent. First, the U.S. Comptroller General, the U.S. Attorney General, the U.S. Secretary of Education, or state and local education authorities ("Federal and State Authorities") may allow access to your records and PII without your consent to any third party designated by a Federal or State Authority to evaluate a federal- or state-supported education program. The evaluation may relate to any program that is "principally engaged in the provision of education," such as early childhood education and job training, as well as any program that is administered by an education agency or institution. Second, Federal and State Authorities may allow access to your education records and PII without your consent to researchers performing certain types of studies, in certain cases even when we object to or do not request such research. Federal and State Authorities must obtain certain use-restriction and data security promises from the entities that they authorize to receive your PII, but the Authorities need not maintain direct control over such entities. In addition, in connection with Statewide Longitudinal Data Systems, State Authorities may collect, compile, permanently retain, and share without your consent PII from your education records, and they may track your participation in education and other programs by linking such PII to other personal information about you that they obtain from other Federal or State data sources, including workforce development, unemployment insurance, child welfare, juvenile justice, military service, and migrant student records systems.

Concordia University Texas accords all the rights under the law to students who are declared independent. No one outside the institution shall have access to, nor will the institution disclose any information from, students' education records without the written consent of students except to:

- Personnel within the institution who have a valid educational interest
- Officials of other institutions in which students seek to enroll
- Persons or organizations providing financial aid
- Accrediting agencies carrying out their accreditation function
- Parents of dependent students. The parent must present documentation that the student is a dependent for income tax purposes by claiming the student on their income tax form; the parent must renew the request annually to show that the student is still a dependent for income tax purposes
- Persons in compliance with a judicial order
- In an emergency in order to protect the health or safety of students or other persons

All these exceptions are permitted under the Act.

Within the Concordia University community, the following offices' staff and faculty, individually or collectively, acting in the student's educational interest is allowed access to student education records:

- Student Registration and Records
- Financial Aid
- Admissions
- Accounting
- Chief Academic Officer/Provost
- Placement Advisors
- Academic Advisors
- NCAA Athletic Certification Official(s)
- Coaches
- Legal Counsel
- Other administrative personnel within the limitations of their need to know.

Inspect and Review

The law provides students with the right to inspect and review information contained in their educational records, to challenge the contents of their educational records, to have a hearing if the outcome of the challenge is unsatisfactory, and to submit explanatory statements for inclusion in their files if they feel the decisions of the hearing panels to be unacceptable. The Director of Student Registration and Records at Concordia has been designated by the institution to coordinate the inspection and review procedures for student educational records, which include admission, personal, academic, and financial files, cooperative education, and placement records. Students wishing to review their educational records must make written requests to the Office of Student Registration and Records listing the item or items of interest.

Copies of the policy detailing the procedures to be used by Concordia University Texas for compliance with the provisions of the Act can be found in the Office of Student Registration and Records.

Directory Information

Directory information is that information which may be made public without the written consent of the student. Such information may be disclosed by the institution for any purpose, at its discretion. Concordia University Texas hereby designates the following student information as Directory Information:

- Name
- E-mail address
- Local Address
- Local phone number
- Dates of attendance
- Classification
- Major Field of study
- Previous institution(s) attended
- Awards, honors (incl. Honors list)
- Expected date of graduation
- Degree(s) conferred with date(s)
- Photographs
- Past and present participation in officially recognized sports and activities
- Physical factors of athletes (height, weight)

Currently enrolled students may withhold disclosure of directory information. To withhold disclosure, written notification must be received in the Office of Student Registration and Records prior to the ninth class day of any regular term. Forms requesting the withholding of Directory Information are available in the Office of Student Registration and Records. Request for non-disclosure will be honored by the institution until the student takes action in writing to revoke the request. Before taking this action, students are strongly encouraged to talk with the Director of Student Registration and Records as implementation of this block results in far-reaching consequences.

Concordia University Texas assumes that failure on the part of any student to specifically request the withholding of Directory Information indicates individual approval for disclosure. The Family Educational Rights and Privacy Act ("FERPA") permits universities to notify the parents or guardians of students under 21 of alcohol and other drug violations which result in a determination that the student has committed a disciplinary violation. This exception to the privacy rights of students was enacted because of the health and safety consequences of alcohol and other drug abuse.

Concordia University Texas believes that parents share the University's concern for their students' health, safety, and academic progress. Therefore, Concordia University Texas may

notify parent(s) or legal guardian(s) of any student under the age of 21 found responsible for a violation of any federal, state, and/or local law or University policy regarding alcohol and/or controlled substances or other dangerous drugs.

Students have the right to file complaints with the Department of Education concerning alleged failures by institutions to comply with the Family Education Rights and Privacy Act. Written complaints should be directed to: The Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Avenue, SW, Washington, D.C., 20202-5920.

The Solomon Amendment

The Solomon Amendment is a federal law that allows military recruiters to access some address, biographical and academic program information on students age 17 and older. The Department of Education has determined the Solomon Amendment supersedes most elements of FERPA. An institution is therefore obligated to release data included in the list of "student recruiting information," which may or may not match the FERPA directory information list. However, if the student has submitted a request to the University Office of Student Registration and Records to restrict the release of his/her Directory Information, then no information from the student's education record will be released under the Solomon Amendment.

Definition - "Student Recruitment Information" or "Solomon Information"

- Name
- Address (home and mailing)
- Telephone (home and mailing)
- Age
- Place of birth
- Level of education
- Academic major
- Degrees received
- Educational institution in which the student was most recently enrolled

Procedure for releasing information to military recruiter:

Under the Solomon amendment, information will be released for military recruitment purposes only. Military recruiters may request student recruitment information once each term or semester for each of the 12 eligible units within the five branches of the service listed below:

- Army: Army, Army Reserve, Army National Guard
- Navy: Navy, Navy Reserve
- Marine Corps: Marine Corps, Marine Corps Reserve
- Air Force: Air Force, Air Force Reserve, Air Force National Guard
- Coast Guard: Coast Guard, Coast Guard Reserve

The request should be submitted in writing on letterhead clearly identifying the unit of service requesting the student recruitment information. The request should specify whether the information needed is for the current or previous semester.

Student Records

Concordia University Texas abides by the policies found in the Family Education Rights and Privacy Act of 1974 (FERPA), which provides eligible students a right of access to educational records that contain information directly related to them. FERPA also restricts access to student records by third parties; disclosure of student educational records is not permitted unless the student consents to the disclosure or unless otherwise authorized by law. In particular, disclosures are permitted without consent of the student when the disclosure is to a University official who has a legitimate educational reason to receive the information and when the disclosure is in response to a subpoena, court order, or health or safety emergency. FERPA also permits the University to release certain information known as “directory information.” For more detailed information about student rights under FERPA, including the University’s definition of directory information, access the University’s website.

Transcripts from Other Institutions

Student transcripts from previously-attended institutions that were provided for admissions consideration become the property of Concordia University Texas (CTX) and are considered official only at the time of receipt. CTX does not provide copies of transcripts from other institutions that are part of a student’s education record. In order to obtain accurate up-to-date information and assure that protocols of the issuing institution are not circumvented, a student must contact the originating college/university for a copy of that transcript.

Hazing

Concordia University Texas fully supports and abides by Texas Education Code §§ 37.156 & 51.936 which prohibit and criminalize hazing in post-secondary institutions of education. Hazing is defined as any intentional, knowing, or reckless act, occurring on or off the campus of an educational institution, by one person alone or acting with others, directed against a student, that endangers the mental or physical health or safety of a student for the purpose of pledging, being initiated into, affiliating with, holding office in, or maintaining membership in any organization whose members are or include students at an educational institution. A person can commit a hazing offense not only by engaging in a hazing activity, but also by soliciting, directing, encouraging, aiding or attempting to aid another in hazing; by intentionally, knowingly, or recklessly allowing hazing to occur; or by failing to report, in writing to the Director of Student Services or another appropriate official of the institution, first-hand knowledge that a hazing incident is planned or has occurred. The fact that a person consented to or acquiesced in a hazing activity is not a defense to prosecution for hazing under this law. Hazing can subject a person to criminal charges ranging from a Class B misdemeanor to State Jail Felony.

Use of Alcohol and Controlled Substances

Concordia University Texas strictly adheres to all local, state, and federal laws regarding the distribution and consumption of alcohol. The University expects its students to maintain an environment that is safe and healthy. The unlawful possession, use, or distribution of illicit drugs and alcohol by students on University property or as a part of any University activity are violations of University rules as well as the law. Possession, use, or distribution of certain non-prescription drugs, including marijuana, amphetamines, heroin, cocaine, and non-prescription synthetics; procurement or distribution of alcohol by anyone under 21 years of age; and provision of alcohol to anyone under 21 years of age are violations of the law and of University policy. All students are expected to comply with any University rules governing possession or serving alcohol. Additional information is available in the Student Policies regarding the University's drug and alcohol policies.

Complaints

Concordia University Texas is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools to award the associate's, bachelor, master, and doctoral of education degrees. Contact the Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097 or call 404-679-4500 for questions about the accreditation of Concordia University Texas.

Complaints against the institution from students, faculty, staff, or other interested parties in any of area may be submitted in writing to the Chief Academic Officer. Within thirty days, the Chief Academic Officer will review the complaint, investigate it thoroughly, explore all available avenues, and respond in writing. All procedures expressed in this paragraph and elsewhere will be followed or, in those cases where other university officials must address the complaint, the Chief Academic Officer will guide the process through the appropriate procedures. In all cases, the Chief Academic Officer will supervise the process in order to bring it to a responsible conclusion.

Concordia University Texas also offers students opportunities to express their complaints about various processes according to established procedures. The appropriate personnel at Concordia will help students through the resolution process in accord with the Christian principles that are laid out in our Mission Statement.

Complaint procedures regarding the following areas are specified in the Student Handbook, as well as the website:

- Faculty Member
- Harassment
- Security Matters
- Food Service
- Residential Life

Complaints not resolved by the procedures contained in the Student Handbook may be submitted for final resolution to the President of Concordia University Texas.

Alumni

The CTX Alumni Association provides graduates the means to remain connected to fellow graduates, faculty, staff, and university resources in order to support them in their chosen vocation and the University in its mission to develop Christian leaders. Examples include monthly updates via the Alumni Newsletter, quarterly print and E-Magazine content, one-to-one and group meetings, and biannual celebrations on campus.

The CTX Alumni Association is also on social media. Feel free to interact with us through:

- Facebook – CTX Alumni
- Twitter – CTX Alumni
- LinkedIn – Concordia University Texas – alumni
- Website- Alumni.Concordia.edu

And as always, don't hesitate to email or call us regarding more specific ways that YOU can get involved at Alumni@concordia.edu or 512-313-4111.

Memberships

Concordia is a member of the Independent Colleges and Universities of Texas, the Association of Texas Colleges and Universities, the American Association of Colleges for Teacher Education, the Association of Independent Liberal Arts Colleges for Teacher Education, the Texas Association of Colleges for Teacher Education, the Association of Lutheran College Faculties, and the International Assembly for Collegiate Business Education.

Governance

Board of Directors, Concordia University System

Voting

Mr. Frederick Anderson, Council of Members (COM) Lay

Rev. Dr. Jon Bruss, LCMS Pres Rep

Mr. Jason Fearneyhough, Council Members (COM) Lay

Mr. Jonathon Giordano, Synod - Commissioned

Rev. Dr. Raymond Hartwig, Synod - Ordained

Mrs. Ellen Lange - Synod, Lay

Dr. Gerhard Munding, Jr., Synod - Lay

Mr. Frederick Ohlde, Council of Members (COM) Lay

Advisory

Dr. Donald Christian, CUS Presidents Rep

Rev. Dr. R. Lee Hagan, COP Rep
Rev. Kevin Robson, Synod CMO-Ex Officio

Board of Regents, Concordia University Texas

Jim Albers, Walburg, TX
Quentin Anderson, Harlingen, TX
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Dr. Mary Beth Gaertner, Magnolia, TX
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Heidi Lewis, Houston, TX
Carol Mueller, Austin, TX
Rev. Michael W. Newman, San Antonio, TX
Charles Requadt, Seabrook, TX
Rev. Stephen Sohns, Spring, TX
Bob Ssekyanzi, Houston, TX
Rev. M. Alan Taylor, Galveston, TX
Tom Zachman, Lubbock, TX

Concordia University Texas Executive Team

Elizabeth W. Atherton, B.A. – Senior Vice President of External Affairs
James Candido - Vice President of Philanthropy
Donald A. Christian, D.M. – President, Chief Executive Officer
Lynette Gillis, Ph.D. - Chief Financial Officer, Vice President of Finance
Kristi D. Kirk, Ph.D. – Provost, Executive Vice President
Shane Sokoll, Ph.D. - Senior Vice President of Planning and Quality

The Provost's Council

Kristi Kirk, Provost and Executive Vice President
Kristin Coulter, Vice President of partnerships
Lynette Gillis, Chief Financial Officer, Vice President of Finance
Dan Gregory, Vice President of Administration
Elizabeth Medina, Vice President of Student Affairs/Chief Diversity Officer

KC Pospisil, Vice President of Academic Operations
Ronda Seagraves, Vice President of Athletics
Jennielle Strother, Vice President of Enrollment Management
Jeffrey Utzinger, Dean of Teaching and Learning
Vacant, Dean of Curriculum and Innovation

The President's Council

Don Christian, President
Beth Atherton, Senior Vice President for External Affairs
James Candido, Vice President of Philanthropy
Kristin Coulter, Vice President of partnerships
Lynette Gillis, Chief Financial Officer, Vice President of Finance
Dan Gregory, Vice President of Administration
Elizabeth Medina, Vice President of Student Affairs/Chief Diversity Officer
Todd Pombert, Chief Information Officer
KC Pospisil, Vice President of Academic Operations
Phillip Schielke, Past LECNA Fellow
Ronda Seagraves, Vice President of Athletics
Shane Sokoll, Senior Vice President of Planning and Quality
Jennielle Strother, Vice President of Enrollment Management
Carl Troval, Dinda Chair in Mission and Lutheran Identity
Jeffrey Utzinger, Dean of Teaching and Learning

College Deans/School Directors

Kelly Gordon, Ph.D. - School of Fine Arts, School Director
Maureen O'Brien, Ph.D. - College of Nursing, Interim Senior Director
Abigail Pfister, Ph.D. - College of Business and Communication, Director
Chris Winkler, Ed.D. - College of Education, Senior Director
Phillip Schielke, Ph.D. - School of Natural and Applied Sciences, School Director
Ann Schwartz, Ph.D. - School of Humanities and Social Sciences, School Director

Faculty

Brandy B. Alba (Associate Professor, English; Director of Undergraduate Writing)
Concordia University Texas, Austin, TX, B.A., 2008; Texas State University, San Marcos, TX,
M.A., 2011; Texas State University, San Marcos, TX, Ph.D., 2016. At Concordia since 2012.
Kathleen Anglin (Assistant Professor, Nursing)
Texas Woman's University, Denton, Texas, B.S.N., 1978; Walden University, Minneapolis,
Minnesota, M.S.N, 2007. At Concordia since 2016.
Joanne Antrim (Associate Professor, Education)

Seton Hall University, South Orange, NJ, B.S., 1969; Texas State University, San Marcos, TX, M.Ed., 2001; Capella University, Minneapolis, MN, Ph.D., 2007. At Concordia since 2008.

Matthew D. Bloom (Associate Professor, History)
 Heidelberg College, Tiffin, OH, B.S., 2003; Bowling Green State University, Bowling Green, OH, M.A., 2005; Ph.D., 2009. At Concordia since 2010.

Elise A. Brazier (Associate Professor, Business; Director, M.B.A Program)
 Alaska Pacific University, Anchorage, AK, B.A., 1989; M.B.A., 1997; The University of Texas at Austin, Austin, TX, Ph.D., 2009. At Concordia since 2011.

Kimberly B. Brodie (Assistant Professor, Kinesiology)
 University of North Carolina at Chapel Hill, Chapel Hill, NC, B.A., 1994; University of North Carolina at Greensboro, Greensboro, NC, M.S., 2001; East Carolina University, Greenville, NC, MAT, 2004; Walden University, Minneapolis, MN, Ph.D., 2009. At Concordia since 2017.

Allen R. Brown (Associate Professor, Education)
 Tarrant County Junior College, Fort Worth, TX, A.A., 1971; Texas Christian University, Fort Worth, TX, B.A., 1973; Lamar University, Beaumont, TX, M.A., 1983; Texas A & M University, College Station, TX, Ed.D., 1990. At Concordia since 2011.

Trey Buchanan (Director of Institutional Research & Effectiveness)
 Baylor University, Waco, TX, B.A., Psychology, 1986; University of New Hampshire, M.A., Psychology, 1989; University of New Hampshire, Ph.D., Psychology, 1992. At Concordia 2010-2014 and since 2016.

Brent A. Burgess (Associate Professor, Political Science)
 West Texas A&M University, Canyon, TX, B.S. Political Science, B.S. History, 2001; West Texas A&M University, Canyon, TX M.A., 2005; University of Arkansas, Fayetteville, AR, Ph.D., 2008. At Concordia since 2011.

Prairie Burgess (Assistant Professor, Leadership)
 West Texas A&M University, Canyon, TX, B.A., Speech Communication, 2000; West Texas A&M University, Canyon, TX, M.A., Communications, 2003; University of Arkansas, Fayetteville, AR, Ed.D., Education. At Concordia since 2017.

Grant E. Carey (Associate Professor, Religious Education, Assistant Director, DCE Program)
 Concordia University, Irvine, CA, B.A., 2001; Fuller Theological Seminary, Pasadena, CA, M.A., 2007; George Fox University, Portland, OR, D.Min., 2014. At Concordia since 2012.

Joshua Chai (Assistant Professor, Music)
 St. Olaf College, Northfield, MN, B.A., 2001; California State University Long Beach, Long Beach, CA, M.M., 2007, University of Kentucky, D.M.A, 2019. At Concordia since 2009.

Nickles I. Chittester (Associate Professor, Psychology)
 Arizona State University West, Phoenix, AZ, B.A., 1999; Washington State University, Pullman, WA, M.S., 2003; University of Florida, Gainesville, FL, Ph.D., 2007. At Concordia since 2007.

Donald A. Christian (Associate Professor; CEO/President)
 Concordia University, River Forest, IL, B.S.Ed., 1981; College-Conservatory of Music, University of Cincinnati, Cincinnati, OH, M.M., 1986; University of Phoenix, Phoenix, AZ, D.M., 2007. At Concordia since 2005.

Angela Clements (Instructor, Management HR)

Avila University, Kansas City, MO, B.S., 1995; Central Michigan University, Mt. Pleasant, MI, M.S., 1999. At Concordia since 2015.

Gregory Coleman (Assistant Professor, English)

Holy Names University, Okaland, CA, B.A., 2006; Mills College, Oakland, CA, M.A., 2009; University of Massachusetts, Amherst, MA, Ph.D., 2019. At Concordia since 2019.

Robin L. Cook (Assistant Professor, Nursing)

Queen's University, Kingston, ON Canada, B.Sc.N., 1996; Texas A&M-Corpus Christi, Corpus Christi, TX, M.S.N., 2010. At Concordia since 2012.

Lori Einfalt (Assistant Professor, Education)

Purdue University, West Lafayette, IN, B.A., 1982; The University of Texas, Austin, TX, M.Ed., 1989; The University of Texas, Ph.D., 2002. At Concordia since 2007.

Christopher Fitzgerald (Assistant Professor, Art) Western Washington University, Bellingham, WA, B.A., 1999; Yale University School of Art, New Haven, CT, 2008; The Pennsylvania State University, State College, PA, M.F.A., 2012. At Concordia since 2013.

Curtis P. Giese (Professor, Theology and Greek)

Concordia College, St. Paul, MN, B.A., 1984. Concordia Seminary, St. Louis, MO, M.Div., 1989; S.T.M., 1990. Hebrew Union College-Jewish Institute of Religion, Cincinnati, OH, M.Phil., 1994; Ph.D., 1999. At Concordia since 2004.

Lynette Gillis (Associate Professor, Business; CFO, Vice President of Finance)

Baylor University, Waco, TX, B.B.A., 1998; University of Texas, Austin, TX, Ph.D., 2008. At Concordia since 2008.

Kelly Carolyn Gordon (Assistant Professor, Theater; School Director, School of Fine Arts)

Ohio Wesleyan University, Delaware, Ohio, B.A., 1992; Emerson College, Boston, Massachusetts, M.A., 1994; University of Georgia, Athens, Georgia, Ph.D, 2001; St. Edward's University, Austin, Texas, M.S., 2014. At Concordia since 2012.

Erik W. Green (Associate Professor, Communications)

Central Michigan University, Mt. Pleasant, MI, B.A., 2002, M.A., 2004, University of Texas, Austin, TX, Ph.D. 2012. At Concordia since 2011.

Stephanie Hartzell (Assistant Professor, Education)

Utah State University, Logan, UT, B.S., 1999; University of Nevada, Las Vegas, NV, M.B.A., 2001; University of Nevada, Las Vegas, NV, Ph.D., 2012. At Concordia since 2018.

Joel D. Heck (Professor, Theology)

Concordia Senior College, Fort Wayne, IN, B.A., 1970; Concordia Theological Seminary, Springfield, IL, M.Div., 1974; Trinity Evangelical Divinity School, Deerfield, IL, Th.M., 1975; Concordia Seminary, St. Louis, MO, Th.D., 1984. At Concordia since 1998.

Alexandra R. Herron (Assistant Professor, English; Senior Director, Online and Digital Learning)

Gonzaga University, Spokane, WA, B.A., 2007; National University, La Jolla, CA, M.S., 2011; Creighton University, Omaha, NE, Ed.D., 2015. At Concordia since 2012.

Jennifer Hofmann (Assistant Professor, Biology)

Concordia University, Portland, OR, BA, 2001; University of California, Los Angeles, CA, Ph.D., 2009. At Concordia since 2015.

Todd Hostager (Professor, Management)

St. Olaf College, Northfield, MN, B.A., 1981; University of Minnesota, Minneapolis, MN, Ph.D., 1992. At Concordia since 2018.

Donna M. Janes (Professor, Biology)

Texas A&M University, College Station, TX, B.S., 1985. Southern Illinois University, Carbondale, IL, M.S., 1994. University of Illinois, Urbana-Champaign, IL, M.S., 1998; Ph.D., 2004. At Concordia since 2004.

Mary Kay Johnston (Associate Professor, Biology)

University of Oklahoma, Norman, OK, B.S., 2000; M.S., 2004; The University of Texas at Austin, Austin, TX, Ph.D., 2011. At Concordia since 2011.

Lucina Kimpel (Associate Professor, Nursing)

Drake University, Des Moines, IA, B.S.N., 1997; University of Iowa, Iowa City, IA, M.S.N., 2003; Iowa State University, Ames, IA, Ph.D., 2010. At Concordia since 2016.

Kristi D. Kirk (Assistant Professor; Provost, Executive Vice President)

Concordia University at Austin, Austin, TX, BA, 1995; The University of Texas, Austin, TX, M.A., 2000; Capella University, Minneapolis, MN, Ph.D. 2013. At Concordia 1993-98 and since 2000

Glendene Lemard-Marlow (Associate Professor, Public Health)

University of the West Indies, Kingston, Jamaica, B.S.c., 1996; University of Miami, Miami, FL, M.A., 1999; University of Miami, Miami, FL, Ph.D., 2004. Harvard University, Boston, MA, Yerby Postdoctoral Fellowship, 2006. At Concordia since 2016.

Michael Maguire (Assistant Professor, Chemistry)

University of Leeds, Leeds, West Yorkshire, England, B.S., 1986; University of Sussex, Falmer, Sussex, England, Ph.D., 1992; Wayne State University, Detroit, MI, M.B.A., 2008. At Concordia since 2014.

Jo McIntosh (Instructor, English)

Texas State University, San Marcos, TX, B.A., English, 2010; Texas State University, San Marcos, TX, M.A., Literature, 2013. At Concordia since 2017.

Mikail M. McIntosh-Doty (Instructional Faculty; Director, Library Services)

University of Dallas, Irving, TX, B.A., 1981; University of Connecticut, Storrs, CT, M.A. 1985; University of Texas, Austin, TX, M.L.I.S., 1993; Seminary of the Southwest, Austin, TX, M.A.R., 2006. At Concordia since 2011.

Hannah Meineke (Assistant Professor, Education)

Concordia University, Seward, NE, B.S., 2010; Concordia University, Mequon, WI, M.S., 2013; University of Wisconsin, Milwaukee, WI, Ph.D., 2017. At Concordia since 2018.

Crystal Mendl (Assistant Professor, Nursing)

Texas State University, San Marcos, TX, Bachelor of Healthcare Administration, 2004; Texas Tech University, Lubbock, TX, B.S., Nursing, 2008; Texas Tech University, Lubbock, TX, M.S., Nursing, 2013. At Concordia since 2014.

Michael A. Moyer (Professor, Biology)

Carthage College, Kenosha, WI, B.A., 1981; University of South Florida, Tampa, FL, Ph.D., 1997. At Concordia since 1998.

Thomas R. Pate (Professor, Kinesiology)

Southwestern University, Georgetown, TX, B.S., 1972; Texas Southern University, Houston, TX, M.S., 1978; University of Texas, Austin, TX, Ph.D., 1995. At Concordia since 1997.

Abigail Pfiester (Associate Professor, Communication; Director, College of Business & Communication)

Baylor University, Waco, TX, B.A., 1999. Cornell University, Ithaca, NY, M.S., 2001, University of Texas, Austin, TX, Ph.D., 2009. At Concordia since 2009.

Lee Pilz (Assistant Professor, Marketing)

The Johns Hopkins University, Baltimore, MD., BS 1976; Northwestern University, Medill School of Journalism, Evanston, IL., MSJ 1978. At Concordia since 2013

Paul J. Puffe (Professor, Theology and Hebrew)

Massachusetts Institute of Technology, Cambridge, MA, B.S., 1975; Concordia Seminary, St. Louis, MO, M.Div., 1979; University of Michigan, Ann Arbor, MI, M.A., 1983; Austin Presbyterian Theological Seminary, Austin, TX, D.Min, 2012. At Concordia since 1984.

DeeAnn Ragaisis (Professor, Education; Director, Dissertations)

Concordia University, River Forest, IL, B.A., Elementary Education, 1989; University of Wisconsin, Milwaukee, WI, M.S., Administrative Leadership and Supervision in Education, 1993; Argosy University, Phoenix, AZ, Ed.D., Curriculum & Instruction, 2005. At Concordia since 2017.

Bruce Reese (Assistant Professor, Criminal Justice)

Tufts University, Medford, MA, B.A., 2002; Boston University, Boston, MA, M.A., 2006; Texas A&M University, College Station, TX, Ph.D., 2018. At Concordia since 2018.

George Reifenberger (Assistant Professor, Physics)

Florida Institute of Technology, Melbourne, FL, B.S., 2005; Creighton University, Omaha, NE, M.S., 2007; Florida Atlantic University, Boca Raton, FL, Ph.D., 2013. At Concordia since 2014.

Karen L. Rhynard (Associate Professor, Mathematics)

West Texas A & M, Canyon, TX, B.S., 1968; Sam Houston State University, Huntsville, TX, M.Ed., 1979; Texas A & M University, College Station, TX, Ph.D., 1990. At Concordia since 2011.

Clarissa Rosas (Associate Professor, Education)

The University of San Diego, San Diego, CA, B.A., 1980; The University of San Diego, San Diego, CA, M.Ed., 1981; The University of Mexico, Albuquerque, NM, Ed.S., 1988; The University of New Mexico, Albuquerque, NM, Ph.D., 1995. At Concordia since 2018.

Anthony B. Ross, Sr. (Assistant Professor, Accounting)

Park University, Parkville, MO, B.S., 1980; St. Edward's University, Austin, TX, M.B.A., 1984; Keller Graduate School of Management of DeVry University, Oakbrook Terrace, IL, M.A.F.M., 2006. At Concordia since 2013.

Philip J. Schielke (Associate Professor, Computer Science; School Director, School of Applied and Natural Sciences)

Washington University, St. Louis, MO, B.S., 1993; Concordia Theological Seminary, Ft. Wayne, IN, M.Div., 2009; Rice University, Houston, TX, Ph.D., 2000. At Concordia since 2011.

Ann Schwartz (Professor, Sociology; School Director, School of Humanities and Social Sciences)

Trinity University, San Antonio, TX, B.A., 1992. University of Arizona, Tucson, AZ, M.A., 1996. University of Texas at Austin, Austin, TX., Ph.D., 2005. At Concordia since 1996.

Amber Shammass (Associate Professor, Nursing)

University of Texas, Austin, TX, B.S. 2001; M.S. 2005; Ph.D. 2016. At Concordia since 2013.

Elena Skouratova (Assistant Professor, Business/Finance)

Yakutsk State University Financial Economic Institute, Russia, BBA, 1997; University of Alaska, Fairbanks, M.B.A., 2002; University of Texas, San Antonio, TX, Ph.D. 2012. At Concordia since 2012.

Shane M. Sokoll (Associate Professor; Senior Vice President of Planning and Quality)

Regent University, Virginia Beach, VA, M.B.A., 2002; Ph.D., 2013. At Concordia since 2008.

Kristin Spindler (Instructor, Entrepreneurship; Director, IncubatorCTX)

Duke University, Durham, NC, B.A., 1989; The University of Texas, Austin, TX, M.B.A., 1994. At Concordia since 2017.

Eric J. Staron (Associate Professor, Mathematics)

The University of Notre Dame, South Bend, IN, B.S., 2006; University of Texas, Austin, TX, M.A., 2010; Ph.D., 2012. At Concordia since 2012.

Carl C. Trovall (Associate Professor, History and Philosophy)

Concordia College, St. Paul, MN, B.A., 1983; Concordia Seminary, St. Louis, MO, M.Div., 1987; Southern Methodist University, Dallas, TX, Ph.D., 2010. At Concordia from 1997-2002 and since 2006.

Carol Trovall (Instructor, Education)

Concordia College, St. Paul, MN, B.A., 1985; Laredo State University, Laredo, TX, M.S., 1992. At Concordia since 2002.

Jeffrey C. Utzinger (Assistant Professor, English; Dean, Teaching & Learning)

Concordia University Texas, Austin, TX, B.A., 1992; Texas State University, San Marcos, TX, M.F.A., 1995. At Concordia 1998-2001 and since 2013.

Michael G. Wallace (Associate Professor, Education)

Southwest Texas State University, San Marcos, TX, B.S.Ed., 1975; Stephen F. Austin State University, Nacogdoches, TX, M.A., 1976; Baylor University, Waco, TX, Ed.D., 1998. At Concordia since 2007.

Corinne Weisgerber (Associate Professor, Communications)

Miami University, Oxford, OH, B.A., 1997; The Pennsylvania State University, M.A., 1999; Penn State University, University Park, PA, Ph.D., 2002. At Concordia since 2018.

Samuel C. Whitehead (Associate Professor, Environmental Science and Conservation)

Texas Tech University, Lubbock, TX, B.S., 2000; M.S., 2002; Ph.D., 2012. At Concordia since 2012.

Chris Winkler (Associate Professor, Education; Senior Director, College of Education)

Texas A&M University, College Station, TX, BS; 1985; University of Texas at Austin, Austin, TX, M.Ed., 1992, Ph.D., 2008. At Concordia since 2009.

Monica Yndo (Assistant Professor, Psychology)

The University of Texas, San Antonio, TX, B.A., 2011; The University of Texas, San Antonio, TX, M.S., 2013; The University of Texas, San Antonio, TX, Ph.D., 2018. At Concordia since 2018.

Jacob L. Youmans (Associate Professor, Religious Education; Director, DCE Program)

Concordia University, Irvine, CA, B.A., 1997; Concordia University, Seward, NE, M.S., 2003; George Fox University, Newberg, OR, D.Min., 2009. At Concordia since 2009.

Emeriti Faculty

Thomas E. Cedel, B.S., Ph.D. (President, Biology) At Concordia 2002 – 2014.
William C. Driskill, B.S., M.A., Ph.D. (Education) At Concordia 1991 – 2010.
Beryl A. Dunsmoir, B.Sc., Dip.Ed., M.A., Ph.D. (Psychology) At Concordia 1996 – 2006.
John H. Frahm, B.S., M.S., M.Div., Ph.D. (Communication) At Concordia 1982 – 1999.
Gertrude M. Keiper, A.A., B.A., M.A., Ed.D. (Education) At Concordia 1993 – 2012.
David P. Kroft, B.S., M.F. A. (Fine Art) At Concordia 1985 – 2013.
Howard Lacey, B.A., M.B.A., D.B.A. (Business) At Concordia 1985 – 2003.
Kathryn Lauchner, B.S.N., M.A., Ph.D. (Nursing) At Concordia 2013 – 2019
Linda Lowery, B.A.T., M.Ed. (Physical Education/Athletic Director) At Concordia 1980 – 2007.
Robert Malzahn, B.S., M.S., M.Ed., Ed.D. (Education) At Concordia 1995 – 1998, 2009 – 2014
James H. McConnell, B.A., M.A., Ph.D., (Education) At Concordia 2000 – 2013.
Laurence Meissner, B.S., M.S., Ph.D. (Science Education) At Concordia 1973 – 2014.
Paul E. Muench, B.A., M.Div., Th.M., Ph.D. (Professor, Communication) At Concordia 1999 – 2018
Thomas H. Orton, B.A., M.A. (Environmental Science, Geography, and History) At Concordia 1979 – 2011.
Keith Ragsdale, B.S., M.S. (Nursing) At Concordia 2009 - 2014
Michal L. Rosenberger, B.S.Ed., M.S., Ph.D. (Education) At Concordia 2000 – 2010.
Walter C. Rubke, B.A., B.D., M.A., Ph.D. (President, Theology) At Concordia 1964 – 1969
Harold A. Rutz, B.S., M.Mus. (Music) At Concordia 1964 – 1996.
Kenneth Schmidt, B.S.Ed., M.A., M.F.A., Ph.D. (Fine Arts) At Concordia 2006 – 2013.
Woodard Springstube, B.S., M.B.A., M.A., Ph.D. (Business) At Concordia 1996 – 2013.
Susan Dean Stayton, B.A., M.A., Ph.D. (English) At Concordia 1964 – 1967 and 1972 – 2012.
James N. Stevenson, B.S., M.S., Ph.D. (Chemistry) At Concordia 1992 – 2012.
Claudia Teinert, B.S., M.A., Ph.D. (Literature) At Concordia 2002 – 2019
Janet S. Whitson, B.A., Ph.D, (Professor, Biology) At Concordia 2012 – 2018.
David J. Zersen, M.Div., M.A., D.Min., Ed.D. (President, Education and Theology) At Concordia 1994 – 2001.
Theodore F. Zoch, B.S., M.Ed., (Physical and Earth Sciences) At Concordia 1968 – 2007.
Donald H. Zielke, B.A., M.A., Ph.D. (Mathematics) At Concordia 1967 – 2010.