

Triangle School of Theology

2021-22 Academic Catalog



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A MESSAGE FROM THE PRESIDENT

It is with pleasure that I welcome you to Triangle School of Theology (TSOT) where we are committed to providing a rigorous and quality theological education without encumbering students with a tremendous amount of debt. Triangle School of Theology is a new school offering a new vision for theological education. With our faculty and staff possessing over 15 years of experience in online theological education, we are positioned to lead the way for the future of preparing church leaders, community leaders, and religious educators in an online theological environment.

With the majority of church leaders and religious educators in the United States being bi-vocational, we understand the need to provide theological training that is convenient, but, at the same time, is rigorous and preparing students to make an impact in their ministries, communities, and religious settings. In addition, with the majority of ministries and outreach organizations in the United States having to serve their communities with limited resources, we also understand the need for religious and community leaders to obtain training and theological education that is affordable and will not leave them crippled with a tremendous amount of debt.

The world around us is changing, which means ministry will continue to change and the way in which we theologically engage our communities will change. We at TSOT are positioning our school to address a changing world and to prepare our students to engage changing communities.

In short, at TSOT we know how to provide impactful online theological education that is affordable. We invite you to come and learn with us, grow with us, and be inspired with us to effect new generations and evolving communities for God. You will not be disappointed!

Blessings,

Reginald High, Ph.D, D.Min.
President

THE MISSION/PURPOSE STATEMENT

The mission of Triangle School of Theology (TSOT) is to provide quality and affordable theological education at the graduate levels to prepare clergy and laity for service and vocation in churches, Christian ministries, and the community, through different modalities of servicing, learning, and teaching to serve a diverse population in global community.

GUIDING PRINCIPLES

Integrity---The institution and its personnel will act with integrity in all that it does include in teaching and learning.

Student Centeredness---The institution and its educational programs are intended to meet the needs of students and to increase the student's level of knowledge and success. Triangle School of Theology (TSOT) follows an open-door admission policy based on the necessity of responding to each student at the appropriate individual level of ability and development.

Academic Excellence---The institution is dedicated to excellence and to the students' overall quality development by promoting life-long learning, scholarly inquiry, and a commitment of service to others.

Financial Responsibility---We will work hard to achieve and maintain financial accountability, stability and flexibility that will provide resources necessary to fulfill our mission and vision.

Diversity---The institution is an interdenominational, interracial, and gender inclusive community modeled on diversity which constitutes the Body of Christ. The institution is committed to maintaining its diverse student body and a diverse faculty and staff who appreciates cultural diversity and embodies a sense of civic, social and religious responsibility in a rapidly changing society.

EDUCATIONAL OUTCOMES

In support of Triangle School of Theology (TSOT) philosophy and mission statement, the school endeavors to provide the student with spiritual and intellectual pursuits that will:

- Equip the student with practical skills in ministry that they may be competent and determined in their approach to their vocation.
- Foster collegiate level competencies in writing; speaking; reading; analytical reasoning; computer literacy; and library research.

- Convey methods of rightly dividing the Word of Truth that the student may be thorough expositors of the Bible and thusly enhance their personal lives and ministries
- Explore the moral value and ethical dimensions in the disciplines offered by TSOT.
- Promote an understanding of the diverse elements of American cultural history, especially the importance of the classic world-view of free enterprise.
- Thoroughly exposed the student to the factual content of the Word of God and its relationships to their personal life.
- Promote the fusion of academic knowledge and Christian values that maturing of spiritual, intellectual and social behavior may take place.
- Provide firsthand observations, interviews, and discussions enabling the student to reach all humankind to make a better world.
- Certify persons for service in areas of religious education in the local church; missionary work; pastoral care; hospitals; and prisons; social and civic agencies.
- Develop skills that relate to a distinct Christian Service Ministry inclusive of world events, global issues and a life of Christian evangelism and discipleship.

CODE OF HONOR

The faculty, administration, and staff, as well as students, enrolled at Triangle School of Theology (TSOT) work together as a faith community dedicated to common ideals, and we acknowledge the Sovereignty of the Lord Jesus Christ as we seek to grow and become fully prepared to do the work that shall be entrusted to us by our Lord. Therefore, the faculty, administration, staff, and students are required to sign the Code of Honor. Such action indicates that each member of the School family is willing to comply with the moral and spiritual principles of a daily walk with Jesus Christ. It is the Bible that not only determines one's doctrinal belief, but also one's lifestyle. In an ever-changing world, the Christian has an unchanging standard, the Word of God. The Code of Honor is rooted in the principles of personal integrity, common sense, reverence for God, esteem for other men and women, and respect for spiritual, natural, and social laws.

In order to ensure that a high Christian standard is maintained by faculty, staff, administration, and students, and to encourage an environment that facilitates spiritual and academic excellence, we set forth activities that will not be tolerated. These include the use of alcoholic beverages, tobacco, illegal drugs, sexual immorality, and other worldly activities or forms of entertainment which are inconsistent with biblical principles. This includes music, which reflects the influence of either the occult or drug culture.

Those who, through attitude or conduct, show their unwillingness to abide by the lifestyle set forth in this Code of Honor will be asked to meet the School Disciplinary Committee and may be subject to dismissal from the School at the Administration's discretion.

DRUG POLICY

The administration believes that illegal drugs among any segment of the college population conflict seriously with this institutional goal; therefore, the college strives to maintain a drug free campus.

POLICY OF NON-DISCRIMINATION

Triangle School of Theology (TSOT) is open to all persons of goodwill and receives persons from many denominations. The School has a policy of non-discrimination against anyone, in any relationship to the School, because of race, gender, color, creed, national origin, or disability. We are committed to assisting students in the development of vocational/professional skills within their chosen denominations. Our goal is to reach all who come.

RECOGNITIONS

Triangle School of Theology (TSOT) has been declared by the appropriate state authority exempt from the requirements for licensure under provisions of North Carolina General Statutes Section (G.S.) 116-15 (d) for exemption from licensure with respect to religious education. Exemption from licensure is not based upon any assessment of program quality under established licensing standards.

DEGREE PROGRAM MISSION

The Triangle School of Theology (TSOT) Master of Christian Education, Master of Arts and Christian Counseling, and Master of Divinity's principle missions are the professional education of the laity and clergy for Christian ministry. We are dedicated to preparing students for the mature performance of their chosen vocation.

The TSOT resources are offered to students with a diversity of ministerial aims, to assist in the preparation for ordination or lay professional vocations in the community and the church. Additionally, TSOT's Graduate Programs stresses character development, which includes religious, cultural, social and ethical values.

The programs are dedicated to the theological education of preparing its students for the "practice of ministry," by developing in each graduate a disciplined intelligence, informed by sound learning and equipped for worthy professional service.

ACADEMIC POLICY AND REGULATIONS

Students are admitted to Triangle School of Theology (TSOT) without regards to gender, race, color, age, national or ethnic origin, provided they meet basic requirements for admission. All students admitted have equal access to the rights, privileges, programs, activities and student aid afforded by TSOT Graduate Programs and are governed without discrimination by the established policies and procedures.

All degree requirements must be completed within seven years of the date of admission, except in special circumstances which must be approved by the Academic Dean.

ADMISSION POLICY

Triangle School of Theology (TSOT) has established the following guideline as requirements for admissions. Applicants must possess a Bachelor Degree from a college or university and have maintained a grade point average of 2.5 on a 4.0 scale. A grade point average less than 2.5 can still be considered for admission. However, applicants admitted with a GPA under the 2.5 admissions requirement may be admitted on a probationary period. If an applicant is admitted on a probationary period, the student will retain that status during their first semester of enrollment. After the first semester the student's effort will be evaluated and if satisfactory progress has been made, status will be lifted. In an effort to assist the student with the transition to graduate theological education, the Admissions Committee will permit the student to enroll in a maximum of six credit hours during the first semester of study. All applicants for admission to TSOT must show evidence of Christian character and scholastic competency to complete their degree program of choice. Each applicant will also have to complete a spiritual autobiography essay that will be reviewed by the members of the Admissions Committee. No standardized testing will be required for admission to any of the Master-level degree programs offered by TSOT.

Admission and Application Requirements

Requirements for enrollment are as follows:

- Application
- Application Fee of \$35 (graduate degree)
- Photo ID (acceptable ID examples: Government-issued driver's license or nondriver ID card, Official school-produced student ID card from the school you currently attend, Government-issued passport or U.S. Global Entry identification card, or Government-issued military card)
- Two Letters of Reference
- Written Spiritual Autobiography
- High School Transcript
- College/University/Seminary Transcripts (if applicable)
- Student Health Form

Applications can be submitted anytime. Students will be admitted to the next session/semester. All

paper work must be completed two weeks before the session begins. However, because of high interest in these programs, we advise you to apply immediately. Once all the items are received, the Admission Committee will review your application. Upon acceptance to Triangle School of Theology, applicants will be given instructions for class registration and payment. Our On-line liaison will make contact with applicant to access information. All classes are offered on-line and are done in 8-week sessions.

CLASS ATTENDANCE

The student is responsible for completing all assignments, written or oral, in each course for which he/she is enrolled. Since all classes are on-line, the student will have to log into each class weekly and complete assignments in order to be counted present by the professor. Failure to log in and satisfactorily complete all assignments will result in the student be counted absent.

If a student fails to meet attendance procedure, the following will occur, the professor will notify the attendance officer of any non-participating students. The attendance officer will submit an attendance report to the Registrar's office for closer monitoring of student's participation. If there is a failure on the student part to attend without valid excuse, then procedure to withdraw the student for non-participation will begin.

Students will not receive credit for any course for which he/she fails to attend at least 75 percent of the total classes scheduled for that semester. Since all instruction is done online, student who fails to participate for two consecutive weeks during a specific session will be removed for non-participation from the course receiving the grade of "WF."

DROP/ADD

During the Drop/Add Period, students may drop and add courses with the permission of their advisor. According to the Academic Calendar, classes may be added or dropped. The Instructor, Academic Dean, and Registrar must approve dropping or adding a class. After the initial drop/add period, a student may withdraw from a class by completing a drop/add form which must be signed by the advisor and the professor. Students who withdraw from a course on or prior to the date noted in the school's official calendar as the "last day to withdraw without receiving academic penalty" shall receive a "W" for the course and the hours will not be counted in the calculation of GPA.

WITHDRAWAL FROM CLASS AND SCHOOL

Anyone withdrawing from a class must fill out the official withdrawal form with signatures of the Instructor, Academic Deans, and the student.

Refund Policy on withdrawals is listed in the refund section of the catalog.

DISMISSALS

If a student's behavior is unacceptable and he/she can no longer benefit from the services that we

have to offer, this person will be subject to dismissal. Re-admission will not be considered until at least one full semester has passed, and the student has given evidence of a change in his/her behavior.

SATISFACTORY ACADEMIC PROGRESS POLICY (SAP)

Students are considered to be making satisfactory academic progress if they maintain a 2.50 GPA during the regular academic year. A student enrolled in at least 9 semester hours in any semester is considered Full-time. Students enrolled in 6 semester hours or less, are considered to be Part-time. Students must complete their degree requirements within one hundred fifty percent (150) of the published length of their academic program.

DEGREE PROGRAMS AND MATRICULATION PLANS

MASTER OF ARTS IN BIBLICAL COUNSELING (MABC)

36 HOURS

Year 1

Fall Session 1

PM 6101 Introduction to Theological Education

PM 6102 Spiritual Formation

Fall Session 2

BIB 6101 Introduction to the Old Testament

TH 6101 Foundations in Theology

Spring Session I

BIB 6102 Introduction to New Testament

CON 6101 Introduction to Pastoral Counseling

Spring Session 2

CON 6102 Life Span Development

CON 6103 Marriage and Family

Year 2

Fall Session 1

PM 6203 Professional and Legal Ethics in Counseling

PM 6302 Pastoral Care and the Care of the Soul

Fall Session 2

CON 6104 Crisis Counseling and Techniques

CON 6105 Family Systems Therapy

MASTER OF ARTS IN CHRISTIAN EDUCATION (MACE)

54 Hours

Year 1

Fall Session 1

PM6101 Introduction to Theological Education
PM 6102 Spiritual Formation

Fall Session 2

BIB 6101 Introduction to the Old Testament
TH 6101 Foundations in Theology

Spring Session 1

BIB 6102 Introduction to New Testament
CED 6101 Introduction to Christian Education

Spring Session 2

PM 6104 Introduction to Christian Worship
TH 6102 Christian Thought I

Summer Session

CED 6102 Teaching and Program Design
PM 6103 Conflict Management in the Church

Year 2

Fall Session 1

CED 6201 Liturgy and Education
CED 6202 The Arts and the Church

Fall Session 2

CED 6203 Human Development
PM 6202 Church Administration

Spring Session 1

CED 6204 Curriculum and Pedagogy in the Church
CED 6205 Curriculum Theory, Design, and Assessment

Spring Session 2

CED 6206 Strengthening the Laity
CED 6255 MACE Supervised Ministry

MASTER OF DIVINITY DEGREE (MDIV) 84 Hours

Year 1

Fall Session 1

PM 6101 Introduction to Theological Education
PM 6102 Spiritual Formation

Fall Session 2

BIB 6101 Introduction to the Old Testament
TH 6101 Foundations in Theology

Spring Session 1

BIB 6102 Introduction to New Testament
CED 6101 Introduction to Christian Education

Spring Session 2

PM 6104 Introduction to Christian Worship
PM 6105 Introduction to Homiletics

Summer

TH 6102 Christian Thought I
PM 6103 Conflict Management in the Church

Year 2

Fall Session 1

PM 6201 Hermeneutics
TH 6202 Christian Ethics

Fall Session 2

PM 6202 Church Administration
PM 6203 Professional and Legal Ethics in Counseling

Spring Session 1

BIB 6201 Mentoring Relationships in the Old Testament
TH 6201 Christian Thought II

Spring Session 2

BIB 6202 Mentoring Relationships in the New Testament
PM 6204 World Religions

Summer Session

PM 6205 The Life and Thoughts of Howard Thurman
TH 6203 Theological Perspectives of Forgiveness and Reconciliation

Year 3

Fall Session 1

BIB 6301 Biblical Hebrew

PM 6301 The Church and Eldercare

Fall Session 2

BIB 6302 Biblical Greek

PM 6302 Pastoral Care and the Care of the Soul

Spring Session 1

PM 6305 Black Preaching in the African American Tradition

TH 6301 Theological Perspectives of Forgiveness and Reconciliation

Spring Session 2

PM 6303 The Church, and Political and Economic Empowerment

PM 6356 MDIV Practicum I

TRIANGLE SCHOOL OF THEOLOGY COURSE DESCRIPTIONS

NUMBER	NAME	DESCRIPTION
BIB 6101	Introduction to the Old Testament	An introduction to the foundational knowledge of the Old Testament Scripture with emphasis on authorship, historical background, purpose, and prevailing themes of each book.
BIB 6102	Introduction to the New Testament	An introduction to the literature of the New Testament with special attention to the perspectives and methods of critical - historical investigation and interpretation.
BIB 6201	Mentoring Relationships in the Old Testament	This course will examine the mentoring relationship between Moses and Joshua, Ruth and Naomi, and Elijah and Elisha. The concept of a mentoring relationship in the book of Proverbs will also be explored.
BIB 6202	Mentoring Relationships in the New Testament	This course will examine the mentoring relationships between Jesus and his disciples, Paul and Barnabas, Paul Timothy, and Titus, as well as the themes of "limitation" found in the New Testament. We will also deal with the historical and biblical concept of community in the context of Biblical mentoring.
BIB 6203	Narratives and Storytelling in the Old Testament	This course is intended to allow the student to enter the rich beauty and intricacies of biblical narratives and storytelling. The course will help the student to enter the biblical world of picture painting with words on the canvas of the mind.
BIB 6301	Biblical Hebrew	This course provides an overview of the basic elements of Hebrew and how this knowledge can enhance biblical interpretation. Elements of phonology, morphology and syntax will also be explored.
BIB 6302	Biblical Greek	This course is an overview of the basic elements of Greek and how this knowledge can enhance biblical interpretation. Elements of phonology, morphology, and syntax will also be explored.
CED 6101	Introduction to Christian Education	An introduction to the theological and theoretical basis of Christian education. Questions about the who, what, why, where, and how of Christian education will be explored. These questions will be examined

NUMBER	NAME	DESCRIPTION
		by utilizing the theoretical basis of Christian education.
CED 6102	Teaching and Program Design	This course provides an introductory look at methods and styles of teaching in the local parish. It is also designed to instruct students on how to develop successful Christian education programs within the church setting.
CED 6201	Liturgy and Education	This course is an introduction to the principles and practices of Christian worship. The course will look at church worship based on the Church Year: Advent, Christmas, Epiphany, Lent, and Pentecost. Students will also be introduced to the Lectionary.
CED 6202	The Arts and the Church	This course will explore how architecture and the arts have played a major role in the church, especially in worship and concepts of religion in general.
CED 6203	Human Development	This course is designed to teach the primary theories of human growth development and their effects on and function in Christian education, and they affect Christian living. Materials from history, philosophy, theology, and sociology will be utilized. Congregational studies will be a major part of this course.
CED 6204	Curriculum and Pedagogy in the Church	This course will deal first with who decides what theory of Christian religious education is used in the church, and what teaching paradigm is going to be used in the church. The pedagogical theory of how, when, and where of Christian religious education will also be explored in this course.
CED 6205	Curriculum Theory, Design, and Assessment	This course introduces students to the underlying principles and practices of curriculum theory, design, and assessment as a conceptual framework for Christian educators.

NUMBER	NAME	DESCRIPTION
CED 6206	Strengthening the Laity	Course examines the biblical and theological foundations in ministry, identify images of ministry from the Bible, and look at the church's history and the Christian community today. Listening and interviewing techniques will also be introduced to help strengthen laity and clergy relations in ministry.
CED 6255	MACE Field Education	This course will provide an opportunity to engage in a Christian education ministry program or project at an approved site. The learner will participate in an online learning environment with their classmates and Faculty Supervisor, and work under the immediate supervision of a trained professional. Independent study and praxis time will be required along with a final project report.
CON 6101	Introduction to Pastoral Counseling	This course introduces to the student the important task of pastoral counseling in the context of the local church, faith community, and clinical settings. Caring for people is a central part of the role of those who enter the ranks of the ministry.
CON 6102	Life Span Development	The course will explore the development of the individual chronologically through five major periods of life: infancy, early childhood, middle childhood, and adolescence.
CON 6103	Marriage and Family	A study of theological and psychological understandings of marriage, parenting, divorce, and remarriage drawing upon biblical and historical contexts for marriage and family.
CON 6104	Crisis Counseling and Techniques	This course will introduce the theories, principles, concepts, and techniques of crisis intervention. Upon successful completion, learners will be able to predict who may need crisis intervention services and demonstrate the provision of first-order crisis intervention.

NUMBER	NAME	DESCRIPTION
CON 6105	Family Systems Therapy	This course provides an opportunity for students to become familiar with and differentiate between the major theoretical and therapeutic models assumed by contemporary theorists and practitioners of marital and family therapy.
PM 6101	Introduction to Theological Education	This course introduces students to the competencies required for a well-rounded theological education experience. Emphasis will also be placed on research methodology and the call to ministry.
PM 6102	Spiritual Formation	An introduction to spirituality, spiritual formation, and the development of a personal spiritual discipline. This course will also deal with the process of spiritual direction, its theological foundations, its nature, its preparation, and its practices.
PM 6103	Conflict Management in the Church	This course introduces students to proper management in the church as it relates to conflict management. It also addresses the challenges and pitfalls of working in the Christian Church setting with people from varying backgrounds, assumptions, and agendas.
PM 6104	Introduction to Christian Worship	This course provides a framework for thinking together about vital and faithful Christian worship by exploring the Biblical and theological foundations of worship, reviewing the ways the church's praise has been shaped over the centuries and analyzing today's worship spectrum.
PM 6105	Introduction to Homiletics	This course will introduce students to the theory and practice of sermon preparation.
PM 6201	Hermeneutics	This course focuses on the history of biblical interpretation and examines the various interpretive approaches to the Scriptures.
PM 6202	Church Administration	This course will examine the Administrative functions of the Church and what will be necessary to move from theory to the practice of ministry. It will examine the

NUMBER	NAME	DESCRIPTION
		various structures, goals, and objective needs to fulfill the vision of the Church.
PM 6203	Professional and Legal Ethics in Counseling	The objective is designed to help students become aware of the duties of professional counselors such as legal liabilities in counseling and appropriate conduct.
PM 6204	World Religions	A study of the major religions of the world, including Islam, Hinduism, Buddhism, Christianity, and the religions of Africa and Asia, with an emphasis placed on the leader, origin, practices, and Historical contexts.
PM 6205	The Life and Thoughts of Howard Thurman	An examination of the life and works of Howard Thurman as a Theologian, Educator and Pastor.
PM 6301	The Church and Eldercare	This course will focus on the need for the church to become more involved in ministering to the elderly and recognizing their contributions to the Church and Community.
PM 6302	Pastoral Care and the Care of the Soul	An examination of the contemporary ecclesial practice of soul cares for pastors in the context of historical pastoral theology and the classical practices of the cure of souls.
PM 6303	The Church, and Political and Economic Empowerment	This course will deal with the Church and its historical and contemporary roles in the lives of its constituents in the areas of economic and political empowerment.
PM 6304	The Successful Church Design and Assessment	This course prepares the student for strategic planning, design, and assessment in various ministry settings. It will also equip the student to cast a vision and mission for their church or para-church organization.
PM 6305	Black Preaching in the African American Tradition	This course will explore the major styles and methods of black preaching. It will

NUMBER	NAME	DESCRIPTION
		examine the techniques used to create an experience that appeals to a worshiper who functions spiritually from a black Christian perspective.
PM 6356	MDIV Practicum I	This course will provide experience in the various facets of ministry leadership and church administration. The student-minister will creatively make use of biblical-theological principles and practices of ministry. Supervised consultation and coaching will encourage Spirit-led empowerment within a local church or parachurch settings. The school must approve ALL placement sites selected by students before they enroll in this course. Independent study and praxis time will be required along with a final project report.
TH 6101	Foundations in Theology	An introductory course in theology which allows the students to formulate the essence of their theology considering the theological foundations of the Christian Faith.
TH 6102	Christian Thought I	This course provides students with an overview of the history of Christianity from its beginning at Pentecost to the dawn of the Reformation while focusing on the major movements, themes, and turning points that have impacted the course of church history.
TH 6201	Christian Thought II	This course will be an overview of the history of Christianity from the Reformation to the present. It will focus on major movements, themes, and turning points that have impacted the course of church history.
		This course examines the major themes and moral teachings and surveys some of the contemporary issues such as politics, human life, economics, sexuality, social problems, racism, and professional integrity.

NUMBER	NAME	DESCRIPTION
TH 6202	Christian Ethics	
TH 6301	Theological Perspectives of Forgiveness and Reconciliation	This course will examine the Biblical mandates of Christian forgiveness and reconciliation as found in the Bible. Selected scriptures will be explored to develop the course objectives.

ONLINE EDUCATION

Triangle School of Theology (TSOT) provides asynchronous Online Education. Students communicate with classmates and instructors via online assignment and discussion forums.

FACULTY INTERACTION

Regular and substantive contact is required for all course sections taught using Online Education at Triangle School of Theology.

TUITION AND FEES **(Subject to change)*

One of the goals of the Triangle School of Theology (TSOT) Administration is to maintain a low-cost, high-quality education to the extent that sound business practices will permit. The annual cost for tuition and fees is much less than one would find at most private post-secondary schools.

All tuition and fee payments are due and payable at the beginning of each semester. Each student is encouraged to pay for the total semester charges at this time. For those students who are not able to make the complete payment at time of registration, the School has provided a payment plan. Students using the payment plan will not be considered fully registered for classes until payment plan is signed by the student and authorized by an appropriate representative of the School. Investing in your personal education and development will yield tremendous benefits. Triangle School of Theology is committed to helping students meet their educational goals and objectives by offering institutional aid (need-based) and scholarships (when available). Students are encouraged to fill out the Institutional Aid application. Contact Financial Aid Office at (919) 572-1689 extension 7015 for more details.

FINANCIAL INFORMATION **(Subject to Change)*

TUITION AND FEES	GRADUATE STUDENT
Application Fee	\$35.00
Tuition Fee Per Semester	\$750.00 per course \$250.00 per credit hour
Registration Fee	\$25.00 per session
Class or Auditing Fee - Per Class	\$750.00
*Books Per Semester (estimate)	\$500.00
Official Transcript	\$7.00
Returned Check Fee	\$25.00
Technology Fee	\$50.00 per session
Late Payment Fee	\$25.00
Graduation Fee	\$125.00

METHODS OF PAYMENT

Triangle School of Theology will accept Cash (currency), Cash Equivalent (money orders, cashier's check, certified check, personal checks), Credit/Debit cards. Students electing the use of the deferred payment plan will make the first payment (50% of amount due) at the beginning of the session and a subsequent payment during the session. See the payment plan schedule below. Late payment fees will be assessed. Students that have not signed an approved payment plan must pay 100% of tuition and fees by the first day of class. Late fees will be assessed.

PAYMENT PLAN SCHEDULE				
Session	Percent Due	DUE DATE (fall)	DUE DATE (spr)	DUE DATE (sum)
One	50%	At Registration	At Registration	At Registration
	50%	September 30	February 28	June 30
Two	50%	At Registration	At Registration	Not Applicable
	50%	November 30	April 30	

Students will be mailed/emailed a statement on or about the end of each month for any outstanding balances due. Students desiring to use the deferred payment plan will sign an agreement of understanding at the time of registration. Students who have not satisfactorily met their financial obligations to the school for fall by September 30 (session 1) or November 30 (session 2), and for spring by February 28 (session 1) or April 30 (session 2), and June 30 (summer) will not be permitted to access the grade (s) for the course(s) or receive a transcript. All financial obligations from previous sessions must be satisfied before any student will be permitted to register for subsequent sessions.

REFUNDS UPON WITHDRAWAL

School planning and budgeting must be accomplished for the semester based upon the number of students who register. The withdrawal policy reflects the fact that many of the fixed operating and educational programs are already allocated when student register and are not diminished by student withdrawal. Therefore, the following is applicable to all students:

WEEK OF CLASS	Percent Refund
Before 1st Week of 8-Week Session	100%
Before the end of Drop/Add	80%
Within 3rd Week of 8-week Session	60%
After 3rd Week of 8-Week Session	0%

1. All Triangle School of Theology (TSOT) Intuitional Aid, if any will be rescinded based on the amount of refund.
2. All refunds will be processed within 30 days of the official notification of withdrawal. During the time, the student's obligations will be reviewed, and any necessary adjustments will be made since some charges are posted only once a month.
3. Outstanding balances or tuition fees will be due and payable at the time of withdrawal.
4. An official withdrawal form must be completed and submitted to the Registrar before formal action may begin by the school. The drop period is two weeks after the start of the semester. Summer is considered part of the Spring semester.

DISCLOSURE STATEMENT

The information contained in this Triangle School of Theology (TSOT) publication reflects the current practices, policies, procedures, and regulations. The school reserves the right to change programs of study, academic requirements, tuition, fees, policies, procedures and regulations at any time without prior notice.

OFFICAL TRANSCRIPTS

Transcripts reflecting the academic progress and standing of current and former students will be issued by the Registrar's Office upon written request by the student. Official transcripts will only be sent to persons, institutions, or agencies after written approval is received from the student. Triangle School of Theology will not process a request for transcripts until all outstanding balances have been settled by the student. Mid-semester and final grade reports are only issued to students and do not take the place of official transcripts. The charge per official transcript is \$7.00.

CHEATING AND PLAGARISM

Cheating is a serious offense in any academic setting. Students who cheat may receive a grade of "F" for that assignment or examination and may be reported to the Academic Dean for further disciplinary action at the discretion of the professor. To plagiarize is to steal and pass the ideas or words of another as your own, or to use a created production without crediting the source. Simply put, plagiarism is literary theft. Such conduct will not be tolerated in this institution. Students found guilty of such conduct may face discipline up to and possibly including suspension from Triangle School of Theology.

TRIANGLE SCHOOL OF THEOLOGY STUDENT COMPLAINTS

Any student of Triangle School of Theology (TSOT) has the right to voice their issues or concerns with treatment received while an active student of the institution. These concerns/complaints can range from student to staff interaction, student to student interaction, student to professor interaction, grade received for an assignment or even grade received for a course. A student

wishing to file a formal complaint must do so in writing via either the TSOT Student Complaint form or a written and signed statement. The complaint filing process is as follows:(TSOT reserves the right to address all student complaints through internal channels listed below barring criminal activity that must be reported to the legal authorities)

-Initial Complaint is turned in to the Director of Institutional Effectiveness and Assessment (can be placed in their staff mail box, through email or given in person)

-The Director of Institutional Effectiveness and Assessment will review the complaint and forward it to the committee chair for consideration and action, within five (5) business days.

-The committee will be convened to decide upon the appropriate action for the matter, within ten (10) days from the chair receiving the complaint from the Director of Institutional Effectiveness and Assessment. The committee will provide a written decision to be shared with the student offering the complaint within three (3) days of their decision.

-If a student is not pleased with the decision of the committee, they have the option of appealing to their respective dean within thirty (30) days of the committee's decision.

-If a student still is not pleased with the decision of their particular Dean/Director they may appeal that decision to the President within fourteen (14) days.

-If a student still is not pleased with the decision of the President, they have the right to make one final appeal to the Trustees within five (5) days. All decisions made by the trustee board will be considered final with no room for further appeals.

- If students are unable to resolve a complaint through the institution's grievance procedures, they may review the Student Complaint Policy, complete the Student Complaint Form (PDF) located on the State Authorization webpage at <https://www.northcarolina.edu/stateauthorization>, and submit the complaint to studentcomplaint@northcarolina.edu or to the following mailing address:
North Carolina Post-Secondary Education Complaints c/o
Student Complaints
University of North Carolina General Administration,
910 Raleigh Road, Chapel Hill, NC 27515-2688

**TRIANGLE SCHOOL OF THEOLOGY ACADEMIC CALENDAR
2021-2022 Academic Year**

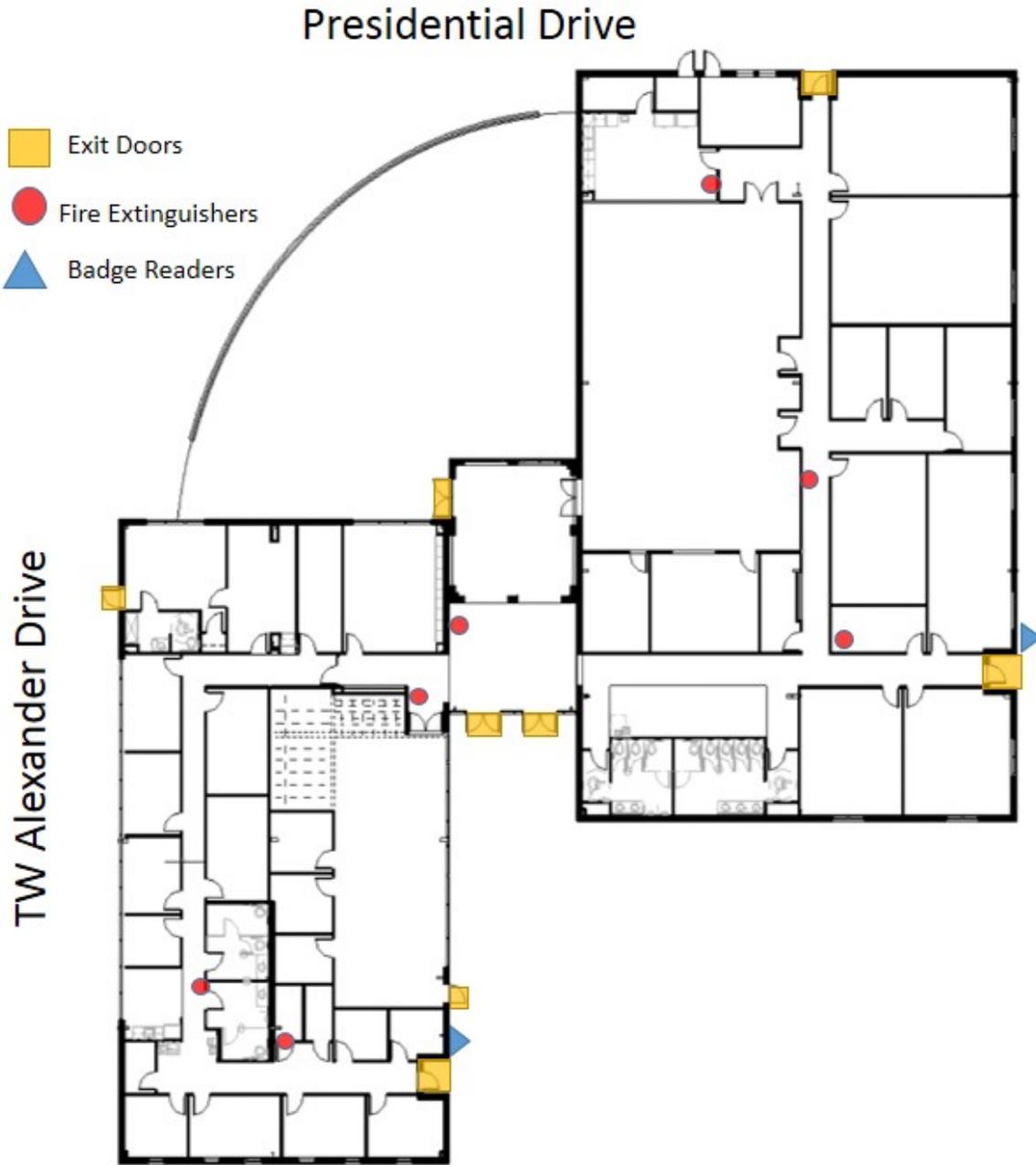
FALL 2021		
First Semester		
August 2, 2021	Monday	Registration and Orientation Begins (Online)
August 9, 2021	Monday	1 st Session Classes Begin (Online) Add/Drop Begins (Online)*** Tuition Payment Due
August 20, 2021	Friday	Last Day to Register/Add/Drop/ Withdraw for the 1 st Eight-Week Session (Online)
August 29-September 3, 2021	Sunday-Sunday	1 st Session Mid-Term Exams
September 6, 2021	Monday	Labor Day Holiday
September. 26-October 3, 2021	Sunday-Sunday	Final Exams for 1 st Eight-Week Session (Online)
September 27, 2021	Monday	Registration Begins for the 2 nd Eight Week Session (Online)
September 29, 2021	Wednesday	Final Tuition and Fee Payment Due for those on an approved payment plan for session 1.
October. 6, 2021	Wednesday	1 st Session Grades Due
October 11, 2021	Monday	2 nd Session classes begin Drop/Add Begins
**October 14, 2021	Thursday	Student Tuition and Fee Payment Due Today or in Accordance with their Promissory Note.
October 22, 2021	Friday	Last day for Drop/Add 2 nd Session.
October 25, 2021	Monday	Registration for 2 nd 8-Week Session. *** Tuition Payment Due.
Oct. 31- Nov 7, 2021	Sunday-Sunday	2 nd Eight-Week Session Mid-Terms
November 15, 2021	Monday	Final Day to Remove all "I's" (Special Exam Period)
November 24-26, 2021	Wednesday-Friday	Thanksgiving Holiday Break
Nov.28-Dec. 5, 2021	Sunday-Sunday	2 nd Session Final Exams
November 29, 2021	Monday	*** Student Tuition and Fee Payment Due or in Accordance with their Promissory Note.
**December 3, 2021	Friday	Final Semester Tuition Payment Due
December 8, 2021	Wednesday	2 nd Eight-Week Session Grades are Due.
**Students are required to pay their tuition in full before they will be allowed to receive final grades.		
SPRING 2022		
Second Semester		
January 1, 2022	Saturday	New Year's Day
January 3, 2022	Monday	New Year's Day (Observed)

January 3, 2022	Monday	Registration & Orientation (Online) ***Tuition Payment Due
January 10, 2022	Monday	1 st Session Classes Begin & Add/Drop Begins
January 17, 2022	Monday	Martin Luther King, Jr. Holiday
January 21, 2022	Friday	Last Day to Register/Add/Drop/Withdraw for 1 st Eight-Week Session Classes (Online)
January 30-February 6, 2022	Sunday-Sunday	Mid Term Exams for 1 st Eight Week Session (Online)
February 27, 2022	Sunday	*Student Tuition and Fee Payment Due today or in Accordance with their promissory Note.
February 27 - March 6, 2022	Sunday-Sunday	Final Exams for 1 st Eight-Week Session (Online)
February 28, 2022	Monday	Registration & Orientation (Online) ***Tuition Payment Due
March 7-13, 2022	Monday-Sunday	Final Week to Remove all "I's" from Fall 2021 Semester (Online)
March 9, 2022	Wednesday	1 st Eight-Week Session Grades are Due (Online).
March 14, 2022	Monday	2 nd Eight-Week Session Classes Begin (Online)
**March 14, 2022	Monday	Student Tuition and Fee Payment Due Today or in Accordance with their Promissory Note.
March 14-18, 2022	Monday-Friday	Final Week to Remove all "I's" (Special Exam Period)
March 14-18, 2022	Monday-Friday	Pre-Registration (Summer & Fall)
March 25, 2022	Friday	Last Day to Register/Add/Drop/Withdraw for 2 nd Eight-Week Session Class (For Students that Registered During the 2 nd Eight-Week Session) (Online)
April 8-10 2022	Friday-Monday	Easter Holiday Break
April 1-17, 2022	Sunday-Sunday	Mid Term Exams for 2 nd Eight-Week Session (On-line)
April 29, 2022	Friday	***Final Semester Payment Due
**Students are required to pay their tuition in full before they will be allowed to receive final grades.		
May 1-8, 2022	Sunday-Sunday	Final Exam Week
May 9-13, 2022	Monday-Friday	Registration and Orientation for Summer Session (Tuition Due May 9, 2022.)
May 11, 2022	Wednesday	All Grades Due for 2 nd Spring Session
May 14, 2022	Saturday	Graduation
SUMMER 2022		
May 16, 2022	Monday	Summer Classes Begin
May 27, 2022	Friday	Last Day to Drop/Add & Withdraw from Classes (On-line) for Summer Session
May 23-29, 2022	Monday-Saturday	Pre-Registration for Fall Semester

June 5-12, 2022	Sunday-Sunday	Mid Term Exams for Summer Session (On-line)
June 29, 2022	Wednesday	***Final Semester Tuition Payment Due
July 4, 2022	Monday	Independence Day Holiday
July 5-10, 2022	Tuesday-Sunday	Final Exam Week
July 13, 2022	Wednesday	Summer Session Grades are Due (online)

SITE LOCATION

TRIANGLE SCHOOL OF THEOLOGY
1701 T. W. ALEXANDER DRIVE DURHAM, NC 27703
(919) 572-1625



EMERGENCY PLAN

