Unity Institute & Seminary

Ministry and Religious Studies

Academic Catalog

2012–2013

Unity Institute & Seminary, through outstanding higher education, develops ministers and other leaders who live spiritual principles and inspire transformation.

1901 NW Blue Parkway
Unity Village, MO 64065-0001

For Admissions Information:
816-251-3535, Ext. 2110
admissions@unityonline.org
www.unityinstitute.org

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Unity Institute and Seminary reserves the right to make changes in admission policies, fees, program requirements, course offerings and any other matters regarding Unity Institute and Seminary, without prior notice, in accordance with established policies and procedures.
Hello and welcome!

We are proud of Unity Institute and Seminary as a premier graduate institution that encourages students to lead from spiritual principle and inspire transformation in the world. As part of this mission, the Institute offers a Masters in Divinity, a Diploma in Unity Ministry and serves as the primary educational venue for those wishing to become Unity ministers.

With a positive, practical, progressive approach to Christianity based on the teachings of Jesus and the power of prayer, our degree programs honor the universal truths in all religions and respect each individual's right to choose a spiritual path. Offering the flexibility of attending part- or full-time, with a combination of online and on-campus classes, a program at Unity Institute and Seminary is more than a degree in religion … it is preparation to become a transformative spiritual leader in ministry, business, education or any other arena.

Housed in a building on the National Register of Historic Places and located in the beautiful 1,100-acre township of Unity Village, Unity Institute & Seminary offers a beautiful park-like setting. The Mediterranean-style campus includes scenic countryside with two lakes, an All-America Rose Selections© accredited garden, fountains, a bookstore and coffee shop and the Unity Village Chapel. In addition, our extensive metaphysical library and archives serve as the only primary source collection of historical materials relating to the Unity movement and offer more than 50,000 catalogued items, including a collection of rare early New Thought materials. Located just 15 miles from downtown Kansas City, the area is also alive with many venues for arts, entertainment and dining.

Take some time to browse through these pages and then schedule a personal visit to discover the beauty and peacefulness that is Unity Village. We look forward to helping you discover your potential as one of tomorrow's innovative spiritual leaders.

Blessings,

Ted Collins, J.D.
Chief Academic Officer and Dean
816-251-3535, Ext. 2312
Introduction

Mission Statement

Unity Institute & Seminary, through outstanding higher education, develops ministers and other leaders who live spiritual principles and inspire transformation.

Core Values

Spirit-Centeredness: We act from a Spirit-Centered consciousness with the consistent awareness of God as the One Presence and One Power within each of us.

Oneness: We celebrate our diversity while acknowledging we are one in Spirit.

Integrity: We act in harmony with our deeply held beliefs and values and we honor the agreements we make with others.

Excellence: We set our expectations high and challenge ourselves to exceed them as we educate and develop students. We are continuously growing and improving as we move towards the vision of what can be.

Faith: As instruments of the Divine, we co-create our future through steadfast vision of the Good. With God as our Source, we trust spiritual principles and expect unlimited possibilities.

Our Vision for the World

A world awake and alive with the Presence and Goodness of God.

Our Vision for Unity Institute & Seminary

Unity Institute & Seminary is a premier graduate institution recognized for academic excellence in spiritual and ministerial education.
History

Unity Institute and Seminary is devoted to continuing the spiritual education work of Charles and Myrtle Fillmore, founders of the Unity movement. Unity began in 1889 with the publication of the first issue of Modern Thought.

Unity ministerial education has a long history, with many name changes. It began with the Unity Training School in the 1930s. Silent Unity® established the Ministerial Training Program in 1945, followed by the Unity Education Department in 1966. The School for Ministerial and Religious Studies was developed by the Association of Unity Churches in 1969 and subsequently became known as Unity Ministerial School. In 1980 Unity School for Religious Studies was established as a department of Unity. The name changed in 2003 to Unity Institute and Seminary to reflect the development toward master’s-level degree programs.

Through the cooperative relationship formed with Unity Worldwide Ministries, Unity Institute and Seminary has served the Unity movement’s need for ministers and ministries. Unity Institute and Seminary also serves the higher spiritual education desires of students seeking an advanced degree.

Unity Institute and Seminary is committed to the adult educational model in which each student comes to the school as a result of the spiritual journey that began earlier in his or her soul’s unfoldment. The faculty and staff are committed, and the program is designed to guide each person to acquire the skills, knowledge and consciousness needed for the fulfillment of this goal. It is in this way that Unity Institute and Seminary continues the work of spiritual education begun by the Fillmore’s more than 100 years ago.

The Educational Philosophy of Unity Institute & Seminary

Unity Institute and Seminary accepts the premise that adult learning is an internal process. There are superior conditions of learning and principles of teaching. We are committed to providing those conditions and principles to the best of our ability.

It is expected that students at Unity Institute and Seminary will:
- Be responsible for discovering the information, consciousness and skills needed to successfully complete the program and its requirements.
- Share their previous experiences with teachers and fellow students.
- Desire to make the most of their time at Unity Institute and Seminary to enhance their experience of a sense of calling. This includes taking advantage of every part of the curriculum as well as the opportunities to develop personal associations with fellow students, faculty, staff and administration.

Statements of Faith

Unity Institute and Seminary is guided by five basic principles of the Unity movement, as identified by Connie Fillmore in 1989:
1. God is absolute good, everywhere present.
2. Human beings have a spark of divinity within them, the Christ spirit within. Their very essence is of God, and therefore they are inherently good also.
3. Human beings create their experiences by the activity of their thinking. Everything in the manifest realm has its beginning in thought.
4. Prayer is creative thinking that heightens the connection with God-Mind and therefore brings forth wisdom, healing, prosperity and everything good.
5. Knowing and understanding the laws of life, also called Truth, are not enough. A person must also live the Truth that he or she knows.
Accreditation

The Coordinating Board for Higher Education in the state of Missouri has granted Unity Institute and Seminary authority to award undergraduate and graduate degrees.

Unity Licensing and Ordination

Unity Worldwide Ministries governs the process of licensing and ordaining Unity ministers. Graduation from Unity Institute and Seminary does not guarantee licensing or ordination. Any person interested in becoming a licensed and ordained Unity minister should contact the credentialing staff at the following address:

Unity Worldwide Ministries
P.O. Box 610
Lee’s Summit, MO 64063
816-524-7414
www.unity.org

Spiritual Education and Enrichment

Unity offers continuing education classes for Spiritual Education and Enrichment (SEE). For information about SEE classes and programs, contact:

Spiritual Education and Enrichment
1901 NW Blue Parkway
Unity Village, MO 64065-0001
816-251-3535
SEE@unityonline.org
www.unityeducation.org
Unity Institute and Seminary Scholarship and Endowment Funds

Four Opportunities to Give

- **Unity Institute and Seminary Operating Fund**
  Donations to this fund enable Unity Institute and Seminary to continue its day-to-day operations, as well as upgrade student services and student resources.

- **Unity Institute and Seminary Scholarship Fund**
  By donating to this fund, you have the opportunity to support students enrolled in Unity Institute & Seminary programs.

- **Unity Institute and Seminary Endowment Fund**
  Contributions to the Endowment Fund provide long-term support for Unity Institute & Seminary and its students.

- **Create a named scholarship fund**
  This is an opportunity to create your own ongoing scholarship fund in your or someone else’s name. Donors who choose this option have the opportunity to work with Unity Institute and Seminary to create the criteria that will be used in choosing the recipient of this scholarship.

The students, faculty and staff of Unity Institute and Seminary wish to thank every contributor to the Unity Institute and Seminary.

We are grateful!

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**Mary Jane Ondr Scholarship**

I am honored to be the 2012 recipient of the Mary Jane Ondr Scholarship, continuing in the footsteps of other Unity Institute and Seminary students who have come before me. I truly appreciate the recognition of my commitment to academic excellence and faithfulness in service, which reaffirms my continual pursuit of demonstrating my spiritual potential. This scholarship greatly supports me on my path of leadership in Unity ministry and helps facilitate new opportunities to inspire the experience of God in others’ lives, furthering the transforming ministry started by Jesus Christ over 2,000 years ago. In addition, I enjoy corresponding with Mary Jane about my life and personal development as I move through the ministerial program. It is a joy and blessing to have come to know such a generous, kind and loving woman. Her value of ministerial education, personal spiritual growth, and the impact of Unity in people's lives is awe-inspiring. Indeed, this gift has prospered me and allowed me to continue serving the Unity movement in a variety of ways.

*Jesse Tanner, Third-Year Ministerial Student*

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For information about contributing to Unity Institute and Seminary Scholarship and Endowment Funds, please contact Theodore J. Collins, J.D., Chief Academic Officer and Dean of Unity Institute and Seminary 816-251-3535, Ext. 2030 collinstj@unityonline.org
Admissions Process and Policies

To Be a Unity Minister
For those interested in becoming a licensed and ordained Unity minister, two admissions processes are required.

1. Admission to the academic program at Unity Institute and Seminary: Those who have earned a Bachelor’s degree will apply to enter the Master of Divinity program. Individuals without a Bachelor’s degree must complete an Academic Demonstration application and may take a maximum of 32 continuing education units (CEUs) prior to being accepted to the ministry path through Unity Worldwide Ministries.

   For more information about the admissions process to Unity Institute and Seminary, contact admissions@unityonline.org.

2. Admission to the Unity Ministry Path at Unity Worldwide Ministries: Those interested in becoming a licensed and ordained Unity minister must also apply for admission to the Unity Ministry Path to begin the licensing and ordination process. There are separate requirements and documentation needed for this application. Individuals without a Bachelor’s degree must meet requirements for the Academic Demonstration before applying for the Unity Ministry Path.

   For more information about the Unity Ministry Path admissions process, contact the Credentialing Department at the following:
   816-524-7414 or visit http://www.unityworldwideministries.org/become-minister.

   For more information about the Academic Demonstration application, contact Unity Institute and Seminary Dean’s Executive Assistant, at 816-251-3535, Ext. 2030 or obrienca@unityonline.org.

The Programs at Unity Institute and Seminary
Unity Institute and Seminary offers two programs of study:
   o Master of Divinity
   o Diploma in Unity Ministry

   The Master of Divinity (M.Div.) is a graduate degree program. In addition, Unity Institute and Seminary offers the nondegree, noncredit Diploma in Unity Ministry. Individuals may also take classes without applying for a specific program. Persons applying for admission should follow the admission procedures outlined below.

   For more information and admission deadlines, please contact:

   Unity Institute and Seminary Admissions Representative
   1901 NW Blue Parkway
   Unity Village, MO 64065-0001
   816-251-3535, Ext. 2110
   admissions@unityonline.org
   www.unityinstitute.org
International Students

Applicants for whom English is a second language must submit a copy of the Test of English as a Foreign Language (TOEFL) and submit a score of 550 on the written (TOEFL) test, 213 on the Computer-based test (CBT) or 79-80 on the Internet-based test (IBT).

Upon application, international students must provide an affidavit of support. An I-20 form will not be processed until the student has been admitted. At registration, international students are required to provide proof of adequate health insurance.

Unity Institute and Seminary has been recertified as an F-1 school authorized to accept students from outside the United States to attend classes at Unity Village.

Interested international applicants should contact the Unity Institute and Seminary Admissions Representative for information about admission to these programs:

Unity Institute and Seminary Admissions Representative
1901 NW Blue Parkway
Unity Village, MO 64065-0001
816-251-3535, Ext. 2110
admissions@unityonline.org
www.unityinstitute.org

Application Process

All materials submitted to Unity Institute and Seminary in the application process become the property of Unity Institute and Seminary. Upon enrollment, materials deemed essential are kept in the Registrar’s Office as part of the student’s permanent academic file.

For Admission to the Master of Divinity Program

Note: Applicants who are interested in Unity licensing and ordination must also apply to Unity Worldwide Ministries’ Unity Ministry Path:

Unity Worldwide Ministries
P.O. Box 610
Lee’s Summit, MO 64063
816-524-7414
www.unityworldwideministries.org/become-minister

1. Submit a completed application form.

2. Submit a signed copy of the Unity Institute and Seminary Code of Conduct.

3. Submit official transcripts. A Bachelor’s degree is required and must have been awarded by an institution recognized as accredited by the United States Department of Education. An official transcript from all colleges/universities attended must be sent directly to the Unity Institute and Seminary Admissions Representative.

4. Submit a statement of information. Each applicant shall submit an essay of 1,000-1,500 words that includes the following information:
   - Biographical information.
   - Reasons the applicant would like to be admitted into the degree program.
   - What the applicant hopes to achieve from the degree program.
   - How the applicant expects to use the degree in the future.

The essay should be double-spaced in a readable font of no less than 12 points and give evidence of
5. **Submit a nonrefundable application fee of $50.**

6. **Submit three letters of reference.** One letter should be from the applicant’s minister or spiritual leader of his or her church, one letter should be from someone who is familiar with the applicant’s academic abilities—a second personal (nonrelative) and one letter should be a personal (nonrelative) reference. All letters must be sent directly to the Unity Institute and Seminary Admissions Office.

### For Admission to the Diploma in Unity Ministry Program

This program is not open to individuals holding a Bachelor’s or higher degree. Students on this path may take a maximum of 32 continuing education units (CEUs) prior to being accepted to the ministry path through Unity Worldwide Ministries.

1. **Apply to the Unity Worldwide Ministries Unity Ministry Path.** A requirement for this is an Academic Demonstration. For information about the Unity Ministry Path, contact the Credentialing Staff of Unity Worldwide Ministries; for the Academic Demonstration, contact the Unity Institute and Seminary Dean’s Office.
   
   Credentialing—Unity Worldwide Ministries
   
   P.O. Box 610
   
   Lee’s Summit, MO 64063
   
   816-524-7414
   
   [www.unityworldwideministries.org/become-minister](http://www.unityworldwideministries.org/become-minister)

   Unity Institute and Seminary Dean’s Office
   
   816-251-3535, Ext. 2030
   
   [obrienca@unityonline.org](mailto:obrienca@unityonline.org)

2. **Submit a completed application form.**

3. **Submit a signed copy of the Unity Institute and Seminary Code of Conduct.**

4. **Submit evidence of Academic Demonstration.**

5. **An official transcript from all colleges/universities attended must be sent directly to the Unity Institute and Seminary Admissions Representative.**

6. **Submit a statement of information.** Each applicant should submit an essay of 1,000 words that includes the following information:
   - Biographical information.
   - Reasons the applicant is requesting admission into the diploma program.
   - What the applicant hopes to achieve from the diploma program.
   - How the applicant expects to use the diploma in the future.

   The essay should be double-spaced, with a readable font of no less than 12 points, and give evidence of skills in writing capable of sustaining graduate-level work.

7. **Submit a nonrefundable application fee of $50.**

8. **Submit one letter of reference.** This letter should be from someone who is familiar with the applicant’s academic abilities. The letter must be sent directly to the Unity Institute and Seminary Admissions Office.
For Admission to Nondegree Programs

Anyone may apply to take classes at Unity Institute and Seminary. Individuals without a Bachelor’s degree may enroll in classes as an audit-only student with the understanding that any courses taken for audit are not eligible for transfer into a regular program of study. Particular requirements for auditing each course are determined by the faculty.

Individuals with a Bachelor’s degree may elect to take classes for credit or audit, by following the steps below.

1. **Submit a completed application form.**

2. **Submit a signed copy of the Unity Institute and Seminary Code of Conduct.**

3. **Submit official transcripts.** A Bachelor’s degree is required to take courses for graduate credit or audit. Official transcripts from all colleges/universities attended must be sent directly to the Unity Institute and Seminary Admissions Office.

4. **Submit a nonrefundable application fee of $50.**

Individuals without a Bachelor’s degree may apply to audit classes by following the steps below.

1. **Submit a completed application form.**

2. **Submit a signed copy of the Unity Institute and Seminary Code of Conduct.**

3. **Submit a nonrefundable application fee of $50.**

Admissions Policies

**Equal opportunity and nondiscrimination:** In keeping with the inclusive nature of Unity teachings, it is the policy that Unity Institute and Seminary be free of discrimination based on race, color, religion, sex, national origin, age, sexual orientation and/or disability and to make reasonable accommodations for qualified individuals with known disabilities. This includes decisions regarding admissions, administration of academic policies, financial assistance and scholarship programs. Students with special needs are encouraged to contact the Unity Institute and Seminary Registrar to discuss their individual needs.

**Readmission to Unity Institute and Seminary**

Students who have not maintained continuous enrollment (see below) at Unity Institute and Seminary must reapply through the formal application process. If necessary, the Admissions Committee will review the applicant’s file to determine if the student should be readmitted. All outstanding financial obligations must also be satisfied before readmission is granted.

The program requirements and academic standards that were effective upon initial enrollment will be applicable only if the student is readmitted after an absence of no more than two terms. The program requirements and academic standards that are currently in effect at the time of readmission will be applicable for anyone who has been absent three or more consecutive 10-week terms.

To be considered for readmission, candidates must submit the following.

1. **A completed application form.**
2. A Reapplication fee of $50.

3. A Written statement of information of no more than 1,000 words to include reasons for seeking readmission to Unity Institute and Seminary.

4. Official transcripts from each college or university attended since last enrolled at Unity Institute and Seminary directly to the Unity Institute and Seminary Admissions Office.

Transfer of Credit

Students may transfer up to 30 hours of graduate credit in the Master of Divinity program and up to 40 hours of undergraduate credit in the Diploma in Unity Ministry program, under the following conditions:

- An official transcript must be sent to the Registrar for evaluation. Transcripts are official only if they are received directly from the school attended.
- The institution of origin must be accredited by an accrediting body that is approved by the U.S. Department of Education.
- A course description and/or syllabus for each course for which credit is requested must be submitted.
- The course is equivalent to a course offered through Unity Institute and Seminary and meets learning objective requirements.
- The student earned a minimum GPA (Grade Point Average) of 3.0 on a 4.0 grading scale.
- The course was completed within seven years of the term in which the degree work at Unity Institute and Seminary began.

The full policy and procedures can be found in the Unity Institute and Seminary Student Handbook or by contacting the Registrar. Transfer credit is not included in calculating a student’s grade point average at Unity Institute and Seminary.

Oneness:
We celebrate our diversity while acknowledging we are one in Spirit.
Master of Divinity

The Master of Divinity is a professional degree open to anyone, regardless of whether you wish to become a Unity minister. People who are interested in Unity licensing and ordination must also be accepted into Unity Worldwide Ministries’ Unity Ministry Path (see the section on Admissions for further information).

Upon graduation, students will achieve the following program outcomes:

MD-1. Spiritual and Personal Development: Demonstrate a pattern of holistic growth in personal and spiritual consciousness.

MD-2. Foundational Knowledge: Demonstrate professional competency through the integration of knowledge and methodology in the areas of Scripture, theology, historical studies, communication, pastoral studies, leadership and administration.

MD-3. Ministry Skills: Demonstrate essential skills for effective ministry, including the areas of worship ceremonies, education, leadership, administration and pastoral ministry.

MD-4. Cultural Context: Demonstrate an understanding of the structures, processes and issues found in the historical, contemporary, cultural, ethical and scientific contexts within which the minister operates.

These program outcomes are addressed and assessed in the following core courses:

**Historical and Theological Studies**
- HTS 511 History of Christianity I (3)
- HTS 512 History of Christianity II (2)
- HTS 551 Metaphysical Theology I (3)
- HTS 552 Metaphysical Theology II (3)
- HTS 534 Theological Ethics (2)

**Ministry Arts and Skills**
- MAS 501 Pastoral Counseling I (2)
- MAS 504 Pastoral Counseling II (3)
- MAS 506 Pastoral Studies (2)
- MAS 531 Homiletics I (3)
- MAS 532 Homiletics II (3)
- MAS 533 Creating Spiritual Services (2)
- MAS 551 Ministry Leadership (3)
- MAS 552 Ministry Administration (3)
- MAS 553 Ministry Development (3)
- MAS 571 Education Theory and Practice (2)

**Spirituality and Society**
- SAS 511 Trends in Contemporary Society (2)
- SAS 512 Unity in Contemporary Society (2)
Scriptural Studies
SCS 501 Bible History: Hebrew Scripture (3)
SCS 502 Bible History: Christian Scripture (3)
SCS 505 Bible Interpretation (3)
SCS 512 Teachings of and About Jesus (2)
SCS 514 World Religions (2)

Spiritual Development
SPD 511 Prayer and Meditation (3)
SPD 521 Self-Awareness (3)
SPD 525 Interpersonal Skills (3)
SPD 553 The Call to Ministry (1)
SPD 593 Credo I (1)
SPD 594 Credo II (1)

Internships
PRA 651 Internship in Prayer Ministry (2)
PRA 652 Internship in Hospital Chaplaincy (2)
PRA 694 Internship in Church Ministry (2)

These program outcomes will be assessed using an evaluation of student papers, tests, class presentations, participation in classroom activities, contribution to worship activities and adherence to the Unity Institute and Seminary Code of Conduct.

To be granted a degree, a student must complete the Master of Divinity program within six years of beginning the program; complete at least one chapel service unless on the Unity Ministry Path (see “Chapel Service” below); and submit a portfolio prior to graduation. Further information about the portfolio and contents is in the Unity Institute and Seminary Student Handbook.

Graduation from Unity Institute and Seminary does not guarantee Unity licensing or ordination, which is governed by Unity Worldwide Ministries.

Master of Divinity education has a complex goal: the spiritual, personal, vocational, and academic formation of the student. Due to the importance of a comprehensive community of learning, the Master of Divinity cannot be viewed simply as an accumulation of classes or individual work. In order to ensure the appropriate educational community, at least one year of full-time academic study or its equivalent shall be completed at the main campus of the school awarding the degree.

Chapel Service: Students on the Unity Ministry Path must complete a second chapel service. Additional information regarding requirements for Chapel Services is in the Unity Institute and Seminary Chapel Service Handbook.

Additional Requirements for Students on the Unity Ministry Path
The following is provided for informational purposes only. For complete requirements regarding Licensing and Ordination, contact the Credentialing Department, Unity Worldwide Ministries, at 816-524-7414 or via email at credast@unity.org.

- Completion of Unity Worldwide Ministries Polity
- Completion of a second PRA 694 Internship in Church Ministry class
Master of Divinity
90 credit hours

Core Curriculum
74 credit hours

Historical and Theological Studies (13 credit hours)
- HTS 511 History of Christianity I (3)
- HTS 512 History of Christianity II (2)
- HTS 534 Theological Ethics (2)
- HTS 551 Metaphysical Theology I (3)
- HTS 552 Metaphysical Theology II (3)

Ministry Arts and Skills (27 credit hours)
- MAS 501 Pastoral Counseling I (2)
- MAS 504 Pastoral Counseling II (3)
- MAS 506 Pastoral Studies (3)
- MAS 531 Homiletics I (3)
- MAS 532 Homiletics II (3)
- MAS 533 Creating Spiritual Services (2)
- MAS 551 Ministry Leadership (3)
- MAS 552 Ministry Administration (3)
- MAS 553 Ministry Development (3)
- MAS 571 Education Theory and Practice (2)

Spirituality and Society (4 credit hours)
- SAS 511 Trends in Contemporary Society (2)
- SAS 512 Unity in Contemporary Society (2)

Scriptural Studies (13 credit hours)
- SCS 501 Bible History: Hebrew Scripture (3)
- SCS 502 Bible History: Christian Scripture (3)
- SCS 505 Bible Interpretation (3)
- SCS 512 Teachings of and About Jesus (2)
- SCS 514 World Religions (2)

Spiritual Development (11 credit hours)
- SPD 511 Prayer and Meditation (2)
- SPD 521 Self-Awareness (3)
- SPD 525 Interpersonal Skills (3)
- SPD 553 The Call to Ministry (1)
- SPD 593 Credo I (1)

General Electives
16 credit hours

Core Curriculum
(74 credit hours)
SPD 594 Credo II (1)

Internships (6 credit hours)
PRA 651 Internship in Prayer Ministry (2)
PRA 652 Internship in Hospital Chaplaincy (2)
PRA 694 Internship in Church Ministry (2)

General Electives
(16 credit hours)

Historical and Theological Studies
HTS 602 Science and Religion (2)
HTS 640 Theology of Prosperity (3)
HTS 643 Readings in Western Spirituality (2)
HTS 650 Theology of Health of Healing (3)
HTS 655 Gender Issues and Feminist Theology (2)
HTS 660 Readings in Unity History (2)
HTS 665 Emerson and the Transcendentalists (2)
HTS 670 20th-Century Religious Thought (2)
HTS 699 Seminar in Historical and Theological Studies (2-3)

Internships
PRA 651 Internship in Prayer Ministry (2)
PRA 652 Internship in Hospital Chaplaincy (2)
PRA 693 Internship in Hospice Chaplaincy (2)
PRA 694 Internship in Church Ministry (2)
PRA 695 Internship in Clinical Pastoral Education (10)
PRA 696 Extended Internship in Church Ministry (4)
PRA 699 Independent Internship (2-6)

Ministry Arts and Skills
Pastoral
MAS 602 Seminar in Pastoral Studies (2-3)
MAS 603 Spiritual Healing and Wholeness (2)
MAS 604 Prayers and Services of World Religions (2)
MAS 605 End-of-Life Issues (2)
MAS 606 Ethical and Legal Issues in Chaplaincy (2)
MAS 609 Transpersonal Psychology (3)

Communication
MAS 621 Advanced Techniques in Homiletics (2)
MAS 622 Music in the Contemporary Church (2)
MAS 624 Writing for the Ministry (2)
MAS 625 Storytelling and Readers Theatre (3)
MAS 626 Voice as Instrument (2)
MAS 627 Technology in the Emerging Church (2)
MAS 630 Seminar in Communication (2-3)

Leadership and Administration
MAS 645 Pioneering (2)
MAS 646 Youth and Family Ministry (2)
MAS 648 Family Systems: Applications in Ministry (2)
MAS 653 Ministry in Diverse Communities (2)
MAS 655 Ministry Board and Governance (2)
MAS 698 Seminar in Leadership (2-3)

**Spirituality and Society**
- SAS 602 Religion and the Arts (3)
- SAS 603 Exploring Evolutionary Spirituality (3)
- SAS 610 Introduction to Integral Spirituality (2)
- SAS 630 Peace Studies (3)
- SAS 698 Seminar in Spiritual and Society (2-3)

**Scriptural Studies**
- SCS 615 Mystical Traditions of the World Religions (2)
- SCS 620 Religions in the Axial Age (3)
- SCS 698 Seminar in Scriptural Studies (2-3)

**Spiritual Development**
- SPD 611 Contemplative Prayer and Meditation Practices (2)
- SPD 612 The Art of Spiritual Direction (3)
- SPD 625 Seminar in Self-Awareness (2-3)
- SPD 626 Seminar in Interpersonal Skills (2-3)
- SPD 630 Spiritual Intelligence and Application (2)
- SPD 698 Seminar in Spiritual Development (2-3)

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**Excellence:**

We set our expectations high and challenge ourselves to exceed them as we educate and develop students. We are continuously growing and improving as we move toward the vision of what can be.
**Year One**

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**Summer Term**

<table>
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**Session IV (10 weeks: online and internships)**

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**Total credit hours** 11 cr

**Year Two**

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<td>MAS 532</td>
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<tr>
<td>PRA 651</td>
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<tr>
<td>SAS 551</td>
<td>Trends in Contemporary Society</td>
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**Winter Term**

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<td>3</td>
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<td>MAS 533</td>
<td>Creating Spiritual Services</td>
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<tr>
<td>SCS 514</td>
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**Total credit hours** 12-13 cr
Spring Term

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<td>MAS 552</td>
<td>Ministry Administration</td>
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<tr>
<td>SAS 512</td>
<td>Unity in Contemporary Society</td>
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<td></td>
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Summer Term

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<td>Elective</td>
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<td>2-3 cr</td>
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<tr>
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<td>(10 weeks: online and internships)</td>
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**Year Three**

Fall Term

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<tr>
<td>MAS 553</td>
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<td>MAS 571</td>
<td>Education Theory and Practice</td>
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<tr>
<td>PRA 652</td>
<td>Internship in Hospital Chaplaincy</td>
<td>2 cr</td>
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<td></td>
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Winter Term

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<tbody>
<tr>
<td>PRA 694</td>
<td>Internship in Church Ministry</td>
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<td>SCS 512</td>
<td>Teachings of and About Jesus Christ</td>
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<td>SPD 594</td>
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Spring Term

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<tr>
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Non-Credit Diploma in Unity Ministry

The Diploma in Unity Ministry program is available only to those people who are interested in becoming Unity ministers who do not have a Bachelor’s degree or higher. An Academic Demonstration from Unity Institute and Seminary is a prerequisite. Students in the Diploma in Unity Ministry program may take a maximum of 32 continuing education units (CEUs) prior to being accepted to the Ministry Path through Unity Worldwide Ministries.

Upon completion, students will achieve the following program outcomes:

C-1. Spiritual and Personal Development: Demonstrate a pattern of holistic growth in personal and spiritual consciousness.

C-2. Foundational Knowledge: Demonstrate professional competency through the integration of knowledge and methodology in the areas of Scripture, theology, historical studies, communication, pastoral studies, leadership and administration.

C-3. Ministry Skills: Demonstrate essential skills for effective ministry, including the areas of worship ceremonies, education, leadership, administration and pastoral ministry.

C-4. Cultural Context: Demonstrate an understanding of the structures, processes and issues found in the historical, contemporary, cultural, ethical and scientific context within which the minister operates.

These program outcomes are addressed and assessed in the following core courses:

**Historical and Theological Studies (18 ceus)**
- HTS 511 History of Christianity I (4)
- HTS 512 History of Christianity II (3)
- HTS 551 Metaphysical Theology I (4)
- HTS 552 Metaphysical Theology II (4)
- HTS 534 Theological Ethics (3)

**Ministry Arts and Skills (37 ceus)**
- MAS 501 Pastoral Counseling I (3)
- MAS 504 Pastoral Counseling II (4)
- MAS 506 Pastoral Studies (4)
- MAS 531 Homiletics I (4)
- MAS 532 Homiletics II (4)
- MAS 533 Creating Spiritual Services (3)
- MAS 551 Ministry Leadership (4)
- MAS 552 Ministry Administration (4)
- MAS 553 Ministry Development (4)
- MAS 571 Education Theory and Practice (3)

**Spirituality and Society (6 ceus)**
- SAS 511 Trends in Contemporary Society (3)
- SAS 512 Unity in Contemporary Society (3)
**Scriptural Studies (18 ceus)**
- SCS 501 Bible History: Hebrew Scripture (4)
- SCS 502 Bible History: Christian Scripture (4)
- SCS 505 Bible Interpretation (4)
- SCS 512 Teachings of and About Jesus (3)
- SCS 514 World Religions (3)

**Spiritual Development (17 ceus)**
- SPD 511 Prayer and Meditation (3)
- SPD 521 Self-Awareness (4)
- SPD 525 Interpersonal Skills (4)
- SPD 553 The Call to Ministry (2)
- SPD 593 Credo I (2)
- SPD 594 Credo II (2)

**Internships (9 ceus)**
- PRA 651 Internship in Prayer Ministry (3)
- PRA 652 Internship in Hospital Chaplaincy (3)
- PRA 694 Internship in Church Ministry (3)

These outcomes will be assessed using an evaluation of student papers, tests, class presentations, participation in classroom activities, contribution to worship activities and adherence to the Unity Institute and Seminary Code of Conduct.

To earn a non-credit diploma, the student must complete the Diploma in Unity Ministry requirements within six years of beginning the program; complete two chapel services; and submit a portfolio prior to graduation. More information about the portfolio and contents are in the Unity Institute and Seminary Student Handbook.

Graduation from Unity Institute and Seminary does not guarantee Unity licensing or ordination, which is governed by Unity Worldwide Ministries.

The Diploma in Unity Ministry education has a complex goal: the spiritual, personal, vocational, and academic formation of the student. Due to the importance of a comprehensive community of learning, the program cannot be viewed simply as an accumulation of classes or individual work. In order to ensure the appropriate educational community, at least one year of full-time academic study or its equivalent must be completed at the main campus of the school awarding the degree.

Chapel Services: Students on the Unity Ministry Path must complete at least two chapel services. Additional information regarding requirements for Chapel Services can be found in the Unity Institute and Seminary Chapel Service Handbook.

Additional Requirements for Students on the Unity Ministry Path: This information is provided for informational purposes only. For complete requirements regarding Licensing and Ordination, contact the Credentialing Department, Unity Worldwide Ministries, at 816-524-7414 or via email at credast@unity.org.
- Completion of Unity Worldwide Ministries Polity
- Completion of a second PRA 694 Internship in Church Ministry class
Non-Credit Diploma in Unity Ministry
127 continuing education units

Core Curriculum
105 units

Electives
22 units

Core Curriculum
(105 continuing education units)

Historical and Theological Studies (18 ceus)
- HTS 511 History of Christianity I (4)
- HTS 512 History of Christianity II (3)
- HTS 551 Metaphysical Theology I (4)
- HTS 552 Metaphysical Theology II (4)
- HTS 534 Theological Ethics (3)

Ministry Arts and Skills (37 ceus)
- MAS 501 Pastoral Counseling I (3)
- MAS 504 Pastoral Counseling II (4)
- MAS 506 Pastoral Studies (4)
- MAS 531 Homiletics I (4)
- MAS 532 Homiletics II (4)
- MAS 533 Creating Spiritual Services (3)
- MAS 551 Leadership in Ministry I (4)
- MAS 552 Leadership in Ministry II (4)
- MAS 553 Leadership in Ministry III (4)
- MAS 571 Education Theory and Practice (3)

Spirituality and Society (6 ceus)
- SAS 511 Trends in Contemporary Society (3)
- SAS 512 Unity in Contemporary Society (3)

Scriptural Studies (18 ceus)
- SCS 501 Bible History: Hebrew Scripture (4)
- SCS 502 Bible History: Christian Scripture (4)
- SCS 505 Bible Interpretation (4)
- SCS 512 Teachings of and About Jesus (3)
- SCS 514 World Religions (3)

Spiritual Development (17 ceus)
- SPD 511 Prayer & Meditation (3)
- SPD 521 Self-Awareness (4)
- SPD 525 Interpersonal Skills (4)
- SPD 553 The Call to Ministry (2)
SPD 593 Credo I (2)
SPD 594 Credo II (2)

Internships (9 ceus)
PRA 651 Internship in Prayer Ministry (3)
PRA 652 Internship in Hospital Chaplaincy (3)
PRA 654 Internship in Church Ministry (3)

General Electives
(22 continuing education units)

Historical and Theological Studies
HTS 602 Science and Religion (3)
HTS 640 Theology of Prosperity (4)
HTS 643 Readings in Western Spirituality (3)
HTS 650 Theology of Health and Healing (4)
HTS 655 Gender Issues and Feminist Theology (3)
HTS 660 Readings in Unity History (3)
HTS 665 Emerson and the Transcendentalists (3)
HTS 670 20th-Century Religious Thought (3)
HTS 698 Seminar in Historical and Theological Studies (3-4)

Internships
PRA 651 Internship in Prayer Ministry (3)
PRA 652 Internship in Hospital Chaplaincy (3)
PRA 693 Internship in Hospice Chaplaincy (3)
PRA 694 Internship in Church Ministry (3)
PRA 695 Internship in Clinical Pastoral Education (6)
PRA 696 Extended Internship in Church Ministry (5)
PRA 699 Independent Internship (3)

Ministry Arts and Skills
Pastoral
MAS 602 Seminar in Pastoral Studies (3-4)
MAS 603 Spiritual Healing and Wholeness (3)
MAS 604 Prayers and Services of World Religions (3)
MAS 605 End-of-Life Issues (3)
MAS 606 Ethical and Legal Issues in Chaplaincy (3)
MAS 609 Transpersonal Psychology (3)

Communication
MAS 621 Advanced Techniques in Homiletics (3)
MAS 622 Music in the Contemporary Church (3)
MAS 625 Storytelling and Readers Theatre (4)
MAS 624 Writing for the Ministry (4)
MAS 626 Voice as Instrument (3)
MAS 627 Technology in the Emerging Church (3)
MAS 630 Seminar in Communication (3-4)

Leadership and Administration
MAS 643 Unity Worldwide Ministries Polity (3)
MAS 645 Pioneering (3)
MAS 646 Youth and Family Ministry (3)
MAS 648 Family Systems (3)
MAS 653 Ministry in Diverse Communities (3)
MAS 655 Ministry Board and Governance (3)
MAS 698 Seminar in Leadership (3-4)

**Spirituality and Society**
- SAS 602 Religion and the Arts (4)
- SAS 603 Exploring Evolutionary Spirituality (3)
- SAS 610 Introduction to Integral Spirituality (3)
- SAS 698 Seminar in Spiritual and Society (3-4)
- SAS 630 Peace Studies (4)

**Scriptural Studies**
- SCS 615 Mystical Traditions of the World Religions (3)
- SCS 620 Religions in the Axial Age (4)
- SCS 698 Seminar in Scriptural Studies (3-4)

**Spiritual Development**
- SPD 611 Contemplative Prayer and Meditation Practices (3)
- SPD 612 The Art of Spiritual Direction (4)
- SPD 615 Seminar in Self-Awareness (3-4)
- SPD 626 Seminar in Interpersonal Skills (3-4)
- SPD 630 Spiritual Intelligence and Application (3)
- SPD 698 Seminar in Spiritual Development (3-4)

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**Faith:**
As instruments of the Divine, we co-create our future through steadfast vision of the Good.
With God as our Source, we trust spiritual principles and expect unlimited possibilities.
# Suggested Course Path for New Students in the Diploma in Unity Ministry Program

## Year One

### Fall Term

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<tr>
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<th>Title</th>
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### Winter Term

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### Spring Term

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### Summer Term

- Elective: 3-4 CEUs
- Elective: 3-4 CEUs
- **Session IV (10 weeks: online and internships)**: 3-4 CEUs

### Year Two

### Fall Term

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### Winter Term

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<td>Fall Term</td>
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<td><strong>August 2012</strong></td>
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<td>20 – Monday</td>
<td>Registration Opens for Fall Term 2012</td>
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<td><strong>September 2012</strong></td>
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<tr>
<td>23 – Sunday</td>
<td>Unity Institute Convocation Ceremony for New and Returning Students</td>
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<tr>
<td>24 – Monday</td>
<td>Classes Begin for Fall Term September 24 Through December 6</td>
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<td>25 – Tuesday</td>
<td>Late Registration for Fall Term, $50 fee</td>
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<tr>
<td>26 – Wednesday</td>
<td>Unity Institute New Student Orientation Session 1</td>
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<td>27 – Thursday</td>
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<td>Last Day to Drop Fall 2012 Class for Full Tuition Refund Less $25 fee</td>
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<td><strong>October 2012</strong></td>
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<td>1 – Monday</td>
<td>Last Day to Add Fall 2012 Class, $25 fee</td>
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<td>Last Day to Drop Fall 2012 Class for 75% Tuition Refund Less $25 fee</td>
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<tr>
<td>29 – Monday</td>
<td>Last Day to Withdraw From Fall Term 2012 Class With Grade of W</td>
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<tr>
<td><strong>November 2012</strong></td>
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<tr>
<td>12 – Monday</td>
<td>Registration Opens for Winter Term 2013</td>
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<tr>
<td>19-23 Monday-Friday</td>
<td>Thanksgiving Recess – No Classes</td>
<td></td>
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<tr>
<td>22 – Thursday</td>
<td>Unity Institute Closed</td>
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<tr>
<td><strong>December 2012</strong></td>
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<tr>
<td>6 – Thursday</td>
<td>Classes End Fall Term</td>
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<tr>
<td>7 – Friday</td>
<td>Begin Term Break Through Tuesday, January 1, 2013</td>
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<tr>
<td>24-25 Monday-Tuesday</td>
<td>Unity Institute Closed</td>
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<tr>
<td><strong>January 2013</strong></td>
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<tr>
<td>1 – Tuesday</td>
<td>Unity Institute Closed</td>
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<tr>
<td>2 – Wednesday</td>
<td>Classes Begin for Winter Term January 2 Through March 14</td>
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<tr>
<td>3 – Thursday</td>
<td>Late Registration for Winter Term, $50 fee</td>
<td></td>
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<tr>
<td></td>
<td>Unity Institute New Student Orientation Session 1</td>
<td></td>
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<tr>
<td>7 – Monday</td>
<td>Last Day to Drop Winter 2013 Class for Full Tuition Refund Less $25 fee</td>
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<tr>
<td>10 – Thursday</td>
<td>Last Day to Drop Winter 2013 Class for 75% Tuition Refund Less $25 fee</td>
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<tr>
<td>17 – Thursday</td>
<td>Last Day to Drop Winter 2013 Class for 50% Tuition Refund Less $25 fee</td>
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<tr>
<td>24 – Thursday</td>
<td>Last Day to Drop Winter 2013 Class for 25% Tuition Refund Less $25 fee</td>
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<tr>
<td>28 – Monday</td>
<td>Last Day to Drop Winter 2013 Class, No Tuition Refund</td>
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<tr>
<td>28-31 Monday-Thursday</td>
<td>Licensing and Ordination Interviews – No Classes</td>
<td></td>
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<tr>
<td><strong>February 2013</strong></td>
<td></td>
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<tr>
<td>13 – Wednesday</td>
<td>Last Day to Withdraw From Winter Term 2013 Class With Grade of W</td>
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<tr>
<td>25 – Monday</td>
<td>Registration Opens for Spring Term 2013</td>
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<tr>
<td><strong>March 2013</strong></td>
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<tr>
<td>14 – Thursday</td>
<td>Classes End Winter Term</td>
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<tr>
<td>15-24 Friday-Sunday</td>
<td>Term Break</td>
<td></td>
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<tr>
<td>25 – Monday</td>
<td>Classes Begin for Spring Term March 25 Through May 30</td>
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<tr>
<td>26 – Tuesday</td>
<td>Late Registration for Spring Term, $50 fee</td>
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<tr>
<td></td>
<td>Unity Institute New Student Orientation Session 1</td>
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<td>Date</td>
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<tr>
<td>April 2013</td>
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<tr>
<td>Dates TBD</td>
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<tr>
<td>1 – Monday</td>
<td>Last Day to Add Spring 2013 Class, $25 fee</td>
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<tr>
<td>4 – Thursday</td>
<td>Last Day to Drop Spring 2013 Class for 75% Tuition Refund Less $25 fee</td>
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<tr>
<td>11 – Thursday</td>
<td>Last Day to Drop Spring 2013 Class for 50% Tuition Refund Less $25 fee</td>
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<tr>
<td>18 – Thursday</td>
<td>Last Day to Drop Spring 2013 Class for 25% Tuition Refund Less $25 fee</td>
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<tr>
<td>22 – Monday</td>
<td>Last Day to Drop Spring 2013 Class, No Tuition Refund</td>
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<tr>
<td>29 – Monday</td>
<td>Last Day to Withdraw From Spring Term 2013 Class With Grade of W</td>
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<tr>
<td>May 2013</td>
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<tr>
<td>20 – Monday</td>
<td>Registration Opens for Summer Term, All Sessions</td>
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<tr>
<td>27 – Monday</td>
<td>Memorial Day – Unity Institute Closed. No Classes</td>
<td></td>
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<tr>
<td>30 – Thursday</td>
<td>Classes End Spring Term</td>
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<tr>
<td>31 – Friday</td>
<td>Begin Term Break Through Sunday, June 23</td>
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<tr>
<td>June 2013</td>
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<tr>
<td>3-6 Monday-Thursday</td>
<td>Licensing and Ordination Interviews</td>
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<tr>
<td>6 – Thursday</td>
<td>UI Commencement and UWM Licensing and Ordination Ceremony</td>
<td></td>
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<tr>
<td>24 – Monday</td>
<td>Summer Session I Begins. Three-Week Duration. Ends July 12</td>
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<tr>
<td></td>
<td>Summer Session IV Begins. Ten-Week Duration. Ends August 29</td>
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<tr>
<td></td>
<td>Late Registration for Summer Term, $50 fee</td>
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<tr>
<td></td>
<td>Last Day to Drop Summer 2013 Session I Class for Full Tuition Refund Less $25 fee</td>
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<tr>
<td>25 – Tuesday</td>
<td>Last Day to Drop Summer 2013 Session I Class for 75% Tuition Refund Less $25 fee</td>
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<tr>
<td>26 – Wednesday</td>
<td>Last Day to Add Summer 2013 Session I Class, $25 fee</td>
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<td>Last Day to Drop Summer 2013 Session I Class for 50% Tuition Refund Less $25 fee</td>
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<tr>
<td>27 – Thursday</td>
<td>Last Day to Drop Summer 2013 Session I Class for 25% Tuition Refund Less $25 fee</td>
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<tr>
<td></td>
<td>Last Day to Drop Summer 2013 Session IV Class for Full Tuition Refund Less $25 fee</td>
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<tr>
<td>28 – Friday</td>
<td>Last Day to Drop Summer 2013 Session I Class for No Tuition Refund</td>
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<tr>
<td>July 2013</td>
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<tr>
<td>3 – Wednesday</td>
<td>Last Day to Withdraw From Summer 2013 Session I Class With Grade of W</td>
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<tr>
<td></td>
<td>Last Day to Drop Summer 2013 Session IV Class for 75% Tuition Refund Less $25 Fee</td>
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<tr>
<td>4 – Thursday</td>
<td>Independence Day – Unity Institute Closed. No Classes</td>
<td></td>
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<tr>
<td>11 – Thursday</td>
<td>Last Day to Drop Summer 2013 Session IV Class for 50% Tuition Refund Less $25 Fee</td>
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<tr>
<td>12 – Friday</td>
<td>Summer Session I Ends</td>
<td></td>
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<tr>
<td>13-21 Saturday-Sunday</td>
<td>Term Break for Summer Three-Week Sessions</td>
<td></td>
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<tr>
<td>18 – Thursday</td>
<td>Last Day to Drop Summer 2013 Session IV Class for 25% Tuition Refund Less $25 Fee</td>
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<tr>
<td>22 – Monday</td>
<td>Summer Session II Begins. Three-Week Duration. Ends August 9</td>
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<tr>
<td></td>
<td>Last Day to Drop Summer 2013 Session II Class for Full Tuition Refund Less $25 Fee</td>
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<tr>
<td>23 – Tuesday</td>
<td>Last Day to Drop Summer 2013 Session II Class for 75% Tuition Refund Less $25 Fee</td>
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<tr>
<td>24 – Wednesday</td>
<td>Last Day to Add Summer 2013 Session II Class, $25 fee</td>
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<td>Last Day to Drop Summer 2013 Session II Class for 50% Tuition Refund Less $25 Fee</td>
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<tr>
<td>25 – Thursday</td>
<td>Last Day to Drop Summer 2013 Session II Class for 25% Tuition Refund Less $25 Fee</td>
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<td></td>
<td>Last Day to Drop Summer 2013 Session IV Class for No Tuition Refund</td>
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<tr>
<td>26 – Friday</td>
<td>Last Day to Drop Summer 2013 Session II Class for No Tuition Refund</td>
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<tr>
<td>29 – Monday</td>
<td>Last Day to Withdraw From Summer 2013 Session IV Class With Grade of W</td>
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<td>Last Day to Withdraw From Summer 2013 Session II Class With Grade of W</td>
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</tbody>
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**August 2013**

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
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</thead>
<tbody>
<tr>
<td>9 – Friday</td>
<td>Term Break for Summer Three-Week Sessions</td>
</tr>
<tr>
<td>10-18</td>
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<tr>
<td>19 – Monday</td>
<td>Summer Session III Begins. Three-Week Duration. Ends September 6</td>
</tr>
<tr>
<td></td>
<td>Last Day to Drop Summer 2013 Session III Class for Full Tuition Refund Less $25 Fee</td>
</tr>
<tr>
<td>20 – Tuesday</td>
<td>Last Day to Drop Summer 2013 Session III Class for 75% Tuition Refund Less $25 Fee</td>
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<tr>
<td>21 – Wednesday</td>
<td>Last Day to Add Summer 2013 Session III Class, $25 Fee</td>
</tr>
<tr>
<td>22 – Thursday</td>
<td>Last Day to Drop Summer 2013 Session III Class for 50% Tuition Refund Less $25 Fee</td>
</tr>
<tr>
<td>23 – Friday</td>
<td>Last Day to Drop Summer 2013 Session III Class for No Tuition Refund</td>
</tr>
<tr>
<td>26 – Monday</td>
<td>Registration Opens for Fall Term 2013</td>
</tr>
<tr>
<td>29 – Tuesday</td>
<td>Last Day to Withdraw From Summer 2013 Session III Class With Grade of W</td>
</tr>
</tbody>
</table>

**September 2013**

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
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</thead>
<tbody>
<tr>
<td>2 – Monday</td>
<td>Labor Day – Unity Institute Closed. No Classes.</td>
</tr>
<tr>
<td>6 – Friday</td>
<td>Summer Session III Ends</td>
</tr>
<tr>
<td>7-29</td>
<td>Term Break</td>
</tr>
<tr>
<td>29 – Sunday</td>
<td>Unity Institute Convocation Ceremony for New and Returning Students</td>
</tr>
<tr>
<td>30 – Monday</td>
<td>2013–2014 Academic Year Begins; Start of Fall Term</td>
</tr>
</tbody>
</table>

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**Spirit-Centeredness:**

*We act from a Spirit-Centered consciousness with the consistent awareness of God as the One Presence and One Power within each of us.*
Academic Information and Policies

Academic Honesty and Academic Violations of the Code of Conduct

Unity Institute and Seminary assumes that all students desire to pursue their academic and transformational work with honesty and scholarly integrity. Students may obtain assistance from others as long as the student submitting the assignment is the author of the work. Activities that have the effect or intention of interfering with the education, pursuit of knowledge or fair evaluation of a student’s performance are prohibited. These include, but are not limited to: cheating, plagiarism, facilitating academic dishonesty and misrepresentation of self or other students. Those students who breach these standards will face sanctions, ranging from course failure to dismissal from the program.

Attribution of Sources and Citations

All papers and assignments produced by students are to meet the standards required for citation and attribution of sources defined by The Chicago Manual of Style. Students may find Kate L. Turabian’s A Manual for Writers of Research Papers, Theses and Dissertations, published by the University of Chicago Press, to be a useful reference.

More information on Code of Conduct expectations and adjudicatory process can be found in the Unity Institute and Seminary Student Handbook.

Academic Records

A permanent academic record is kept for each student in an academic file (paper and/or computerized) in the Unity Institute and Seminary Registrar’s Office. All grades earned by the student at Unity Institute and Seminary are recorded. The record also shows the credits transferred from other schools that apply toward meeting the student’s requirements at Unity Institute and Seminary. Credits from other schools that do not meet Unity Institute and Seminary degree requirements are not posted.

At the end of each term, the courses in which the student officially enrolled, the grades earned and grade point average are recorded. Only courses dropped during the drop period are omitted. Cumulative hours attempted and earned, as well as the cumulative grade point average, are posted at the conclusion of each term’s listing of courses and grades.

Appeal Process

Appeals for exceptions to academic policies and regulations must be submitted in writing, with documentation, to the Dean, whose decision is final.

Appeals involving grades: Grade disputes must first be discussed with the relevant faculty member. If the issue cannot be resolved with the faculty member, the student may submit an appeal in writing, with documentation, to the Dean within four weeks of the faculty member’s decision. The decision of the Dean is final. Failure to initiate an appeal within the four-week period indicates that the student accepts the decision of the faculty member as final, and the matter is closed. In the event that the Dean is also the faculty member involved, the student may submit the appeal in writing, with documentation, to the Chair of the Academic Governance Council, whose decision is final.

Appeals involving a student’s status in the program: Students may be placed on academic probation or academic suspension for failure to meet academic, ethical or other standards in the Code of Conduct.

Probation allows a student to continue coursework at a reduced course load (maximum of nine credit
hours per 10-week term or three credit hours per three-week term). If the student is placed on probation during an academic term, the student is required to reduce his/her course load immediately to meet this requirement. Any course(s) is dropped without refund and without the ability to transfer any work to a future term. Ministerial participation in churches will be decided by the faculty on a case-by-case basis. Students will meet with their advisors to develop a plan for improvement.

Suspension is a period of involuntary separation from coursework during which time the student has the opportunity to grow through a plan for remediation. If the student is suspended during an academic term, the student is automatically dropped from all of his/her courses without refund and without the ability to transfer any work to a future term. Students may be allowed to attend, but may not participate in, functions at Unity Institute and Seminary.

Appeals of probation and suspension may be presented to the Chair of the Academic Governance Council in writing, with documentation, within four weeks of receiving official notice of status change. The decision of the Chair is final. Failure to initiate an appeal within the four-week period indicates that the student accepts the decision of probation/suspension as final, and the matter is closed.

Appeals involving a student’s dismissal from the program: Unity Institute and Seminary reserves the right to dismiss a student from the program if his or her academic performance, attitude and/or behavior does not meet the standards prescribed in the Unity Institute and Seminary Catalog and the Unity Institute and Seminary Code of Conduct. Appeals involving a student’s dismissal from the program may be presented in writing to the Chair of the Academic Governance Council, with documentation, within four weeks of receiving official notice of dismissal. The Dean will determine whether the student may continue to attend classes during the appeal process. The decision of the Chair is final. Failure to initiate an appeal within the four-week period indicates that the student accepts the decision of dismissal as final, and the matter is closed.

Class Cancellation
All course offerings are subject to enrollment minimums. Unity Institute and Seminary reserves the right to cancel classes for which there is insufficient enrollment.

Distance Learning at Unity Institute and Seminary
Unity Institute and Seminary provides courses in multiple ways to offer students the greatest opportunity to learn. Students are advised, however, that neither of the programs offered at Unity Institute and Seminary are intended to be available solely through distance learning. Most of the courses are taught in a traditional on-site manner. Certain required courses may be offered solely online.

Courses offered online enable students in other states and countries the opportunity to begin their studies. Unity Institute and Seminary continues to develop its distance learning offerings to provide the most flexibility and learning opportunities for students.

Family Education Rights and Privacy Act
Unity Institute and Seminary complies with the Family Education Rights and Privacy Act (FERPA). FERPA affords students certain rights with respect to their academic records. They are:

- The right to inspect and review the student’s academic records within 45 days of the day Unity Institute and Seminary receives a request for access. Students should submit to the Registrar a written request that identifies the record(s) they wish to inspect. The Registrar will make arrangements for access and notify the student of the time and place where the records may be inspected.
- The right to request the amendment of the student’s academic record that the student believes is inaccurate or misleading. Students should submit a letter to the
Registrar clearly identifying the part of the record that they believe is inaccurate or misleading, stating why it is inaccurate or misleading and asking for the record to be changed. If Unity Institute and Seminary decides not to amend the record as requested by the student, the student will be notified of the decision and advised of his or her right to a hearing regarding the request for amendment. Additional information regarding the hearing process will be provided at that time.

- The right to consent to disclosures of personally identifiable information contained in the student’s education records, except to the extent that FERPA authorizes disclosure without consent. One exception that permits disclosure without consent is disclosure to school officials with legitimate educational interests.

- The right to file a complaint with the U.S. Department of Education concerning alleged failures by Unity Institute and Seminary to comply with the requirements of FERPA. The office that administers FERPA is:

  Family Policy Compliance Office
  U.S. Department of Education
  400 Maryland Ave., SW
  Washington, D.C. 20202-5920

See the Unity Institute and Seminary Student Handbook for more information.

**Grading Policies**

All grades earned by the student become part of his or her permanent record and will be shown on every transcript of credits issued by Unity Institute and Seminary. Grades for completed academic work receive the following grade points per credit hour/continuing education unit:

- A = 4.00
- A- = 3.67
- B+ = 3.34
- B = 3.00  **3.00 minimum cumulative GPA to maintain good academic standing.**
- B- = 2.67
- C+ = 2.34
- C = 2.00
- C- = 1.67
- D = 1.00
- E = 0.00
- P = Pass (Satisfactory Internships)
- F = Fail (Unsatisfactory internship)
- I = Incomplete (see section below on incomplete grades)
- W = Withdrawal (see section below on withdrawal)
- AU = Successful audit (see section below on auditing a class)
- WA = Withdrawn or unsuccessful audit (see section below on auditing a class)

Graduation requires a 3.0 cumulative grade point average or above on a 4.0 scale. A maximum of six hours of a grade of C may be counted toward a degree. Grades below C may not be used to satisfy requirements for core courses. Courses may be repeated in regularly scheduled terms (not as independent study). In such cases, both grades are posted. Only the repeated grade is calculated in the term and cumulative grade point averages. Credit will be given only once toward graduation requirements.
**Grade point average:** The Unity Institute and Seminary grade point average (GPA) is calculated using the following formula: GPA equals the total grade points from courses taken at Unity Institute and Seminary divided by the total credit hours (or units). Total grade points is the sum of the products of the credit hours (or units) of each course taken at Unity Institute and Seminary multiplied by the grade point value of the grade earned in each course. Total credit hours (or units) is the sum of the for-credit hours taken at Unity Institute and Seminary.

The Unity Institute and Seminary GPA is calculated using only courses taken for credit at Unity Institute and Seminary. Transfer credit does not affect the Unity Institute and Seminary GPA.

**Incomplete grades:** Individual faculty members have the option of assigning the grade of “I” (Incomplete) in situations involving serious illness or emergency that are beyond the control of the student. To receive the grade of Incomplete, a student must petition the faculty member before the end of the class, stating the reasons for the incomplete grade. The request for an Incomplete, listing requirements for completing the course and the date the course must be completed, must be signed by both the student and the faculty member. The faculty member, on this form, will assign a “replacement grade” that the student will receive if the course is not completed by the deadline. Students have up to two months from the last day of the term to complete the course. Failure to do so will result in the assignment of the “replacement grade.” Students facing extraordinary situations may, with the approval of the Dean, request an extension of another month to complete the course.

**Satisfactory academic progress:** Students who earn a grade point average equal to or greater than 3.0 per term will be considered making satisfactory progress. A student whose cumulative GPA falls below 3.0 or whose term GPA falls below 3.0 for two consecutive terms will be placed on academic probation and limited to a maximum of nine credit hours per 10-week term and a maximum of three credit hours per three-week term. Further unsatisfactory progress will result in a review of the student’s eligibility to continue in the program.

**Auditing a class:** Any student may audit a class. Nondegree-seeking students must apply for admittance to Unity Institute and Seminary. Regular attendance in the class is required of all auditors. Auditors should talk with faculty about anything else that is required of them in each class.

A class being audited may not be changed for credit after the last day to add a class. Only regularly scheduled classroom courses may be audited. Not all courses are available for audit.

Students who successfully complete an audit will receive a grade of AU. This indicates regular attendance and involvement in an audited course. Academic credit is not received and hours are not computed in the grade point average.

Students who withdraw from or who are unsuccessful in the audit receive a grade of WA. This indicates that regular attendance and/or requirements were not satisfactorily fulfilled for an audited course.

**Withdrawal:** If it is necessary for a student to withdraw from a course after the last day to drop, the student must complete the Petition for Excused Withdrawal form (available from the Registrar). Withdrawals after the last day to drop are approved only in the case of emergencies beyond the student’s control. Withdrawals are official when the form has been completed, returned to the Registrar and approved by the Dean. Students who do not officially withdraw from a course will receive a final grade of F. Provisions for continuing the program will be made on an individual basis, in consultation with the student’s advisor and the Dean.
Registration

Enrollment in a class is not official until the proper registration forms have been processed by the Registrar and all financial obligations have been paid or approved arrangements for payment have been made. No one is permitted to attend a course for which he or she is not officially registered unless approved by the Dean.

Adding and dropping class(es): A student may add a class through the first week of a 10-week term. A student may drop from a class without academic penalty up to four weeks (with the permission of the advisor). A fee is assessed for both adding and dropping of classes. If a student withdraws from a course after the fourth week, the course is entered on his/her transcript with the designation of W (withdraw Passing). The Unity Institute and Seminary Academic Catalog, Student Handbook and website contain exact dates for adding or dropping of classes.

For one-, two- or three-week classes, a student may add a class through the second day of the session.

To receive a tuition refund, the student must either complete a “Change of Schedule-Add/Drop” form, or submit the request via the online registration site.

Auditing a class: Any student may audit a class. Nondegree-seeking students must apply for admittance to Unity Institute and Seminary. Regular attendance in the class is expected of all auditors. Auditors should talk with faculty about anything else that is expected of them in each class.

A class being audited may not be changed for credit after the last day to add a class. Only regularly scheduled classroom courses may be audited and then only for the hours for which the course is scheduled. Not all courses are available for audit. Audited courses do not count in progress toward a degree.

Independent study: A student may arrange to study a subject not parallel to the content of any other course offering by independent study using requirements established individually with a Unity Institute and Seminary faculty member. A fee will be assessed in addition to tuition. The student and faculty member will prepare a syllabus outlining the reading, research and writing requirements for successful completion of the course, and obtain approval of the Dean prior to submitting the form to the Registrar. Grades for the independent study are due at the end of the academic term in which the student enrolled.

Student Responsibility and Academic Advising

Students are responsible for knowing and abiding by the policies, procedures and requirements set forth in the Unity Institute and Seminary catalog, student handbook and published supplements. They are to meet graduation requirements from the catalog that is in effect at the time of their initial enrollment in a program at Unity Institute and Seminary. Students wishing to change to a subsequent catalog may do so provided they are enrolled when that catalog is in effect, and they submit a written request to the Registrar. Students re-enrolling or completing graduate requirements after being out of school for more than one year are to meet graduation requirements from the catalog in effect at the time they re-enroll.

The student is responsible for seeing that all courses are taken according to the program requirements laid out for his or her program of study and that all degree requirements are met. An academic advisor is assigned to each student to provide guidance concerning the student’s academic program and to verify the accuracy of the course selections. The ultimate responsibility, however, for knowing the program requirements and proceeding to satisfy these requirements in an orderly and timely manner is the student’s.
If a compelling reason exists, students may request a change of advisors by expressing in writing the reason for the change to the Dean. The Dean will work with the Registrar to determine which advisor would best suit the student.

Students are expected to govern their conduct by the accepted standards of behavior as outlined in the Unity Institute and Seminary Code of Conduct. If a student shows continued violation of the Unity Institute and Seminary Code of Conduct, Unity Institute and Seminary reserves the right to dismiss him or her from the program.

Withdrawal From School and Leave of Absence

If it is necessary for a student to withdraw from the program, a course, or from all courses during a term after the last to drop, the student is to discuss the matter with his or her advisor. In addition, the student must complete the Request for Withdrawal form (available from the Registrar). Withdrawals after the last day to drop are approved only in the case of emergencies beyond the student’s control. Withdrawals are official when the form has been completed, required signatures obtained, approved by the Dean and returned to the Registrar.

Students who request an official withdrawal prior to completing 50 percent of course(s) will receive the grade of “W.” Students failing to request an official withdrawal by the deadline will receive the grade earned in the course. Students administratively withdrawn by Unity Institute and Seminary may have a grade of “F” recorded. Provisions for continuing the program will be made on an individual basis, in consultation with the student’s faculty advisor and dean.

There are two types of withdrawals: official and administrative. An official withdrawal begins when the student initiates the withdrawal process. An administrative withdrawal occurs when Unity Institute and Seminary initiates the process for non-attendance, non-payment, academic offenses, violation of other Unity Institute and Seminary polices or extraordinary extenuating circumstances.

Unity Institute and Seminary reserves the right to withdraw a student from class or classes if the student does not meet his/her financial obligation, or fails to attend classes. Any student failing to attend class(es) for two consecutive weeks without an approved excuse may be administratively withdrawn and notified that a grade of “F” may be recorded. Excused absences can be granted by the instructor for medical reasons and extraordinary events.

Withdrawals must be requested in writing via correspondence, email or fax. Withdrawals by telephone will not be accepted.

Leave of Absence Policy

Students who are unable to complete a term or expect to be absent one or more regular terms (Fall/Winter/Spring) must submit a request for Leave of Absence form (available from the Registrar’s Office). Students who wish to be considered for a Leave of Absence must be in good academic standing and must be making satisfactory progress. A Leave of Absence will be granted only for documented circumstances beyond the student’s control, such as acute illness or a family emergency. Students who fail to register for two consecutive regular terms may be administratively withdrawn from Unity Institute and Seminary.

All Unity Institute and Seminary students returning from a Leave of Absence must receive approval of their schedules from their Faculty Advisor before being permitted to register. The Dean may also require documentation to show that the conditions necessitating the leave (medical or otherwise) have been resolved.
Students who voluntarily withdraw from Unity Institute and Seminary or who are administratively withdrawn for any reason must reapply for admission. No assurance can be given that such students will be readmitted in the future.

Additional information regarding the Leave of Absence Policy can be found in the Unity Institute and Seminary Student Handbook.

Financial Information and Policies

Tuition
Unity Institute and Seminary may change the tuition, charges and fees listed below, in accordance with established policies and procedures. Fees are the same for audited and credit courses. Accounts must be paid in full at the time of registration.

Tuition per credit hour (credit) .......................................................... $295
Tuition per continuing education unit (credit) ...................................... $205
Tuition per credit hour/continuing education unit (audit) ...................... $100

Other Fees
Late registration fee ........................................................................ $50
Add/Drop fee per course ................................................................ $25
Independent study fee per credit hour or ceu (in addition to tuition) ........ $75
Return check fee ............................................................................. $35
Graduation fee (does not include rental of cap and gown) ................. $75
Transcript fee ................................................................................ $5
Reapplication fee ............................................................................ $50
Hospital Chaplaincy fee ................................................................. $350

Payment of Accounts
All accounts must be paid in full or have approved arrangements for payment at the time of registration. Students are responsible for the total tuition and other miscellaneous charges, although a third party may reimburse the student. Unity Institute and Seminary accepts MasterCard, Visa, Discover and American Express.

Refunds
In any instance of adding, dropping or withdrawing from courses, the student must complete a Change of Schedule form available from the Registrar. The date the form is returned and processed by the Registrar is the date used for issuing refunds. All fees are nonrefundable. Tuition refunds are given on the following basis:

10-week term
First week of term 100%
Second week of term 75%
Third week of term 50%
Fourth week of term 25%
Fifth week of term 0%
Three-week session
First day of class 100%
Second day of class 75%
Third day of class 50%
Fourth day of class 25%
Fifth day of class 0%

Two-week session
First day of class 100%
Second day of class 50%
Third day of class 0%

One-week session
First day of class 100%
Second day of class 0%

Students who feel their individual circumstances warrant an exception from the above-stated policies may appeal in writing. The appeal should include a statement of the exception being requested, an explanation why an exception should be granted and appropriate materials to support the request for the exception. The appeal letter and supporting material should be sent to the Dean within two weeks of submitting the change of schedule form to the Registrar. The decision of the Dean is final.

Financial Assistance and Scholarships
Financial assistance in the form of tuition aid and scholarships is available from the Unity Institute and Seminary Scholarship Fund. Tuition aid is available, term by term, based upon financial need, academic ability and spiritual presence. More information and application forms are available online. The deadline for receipt of tuition aid applications is one month prior to the beginning of a term and is posted on the academic calendar.

Nonprogram students are not eligible for tuition aid or scholarships.

Transcript Requests
Federal law requires that all transcript requests be made in writing and include the student’s written signature. Requests for a transcript should also include:

- The student’s name when in attendance and, if applicable, maiden name.
- Date of last attendance or degree earned with date of graduation.
- Date of birth.
- Social Security number.
- Name and address where transcript is to be sent.

**Signature authorizing release of the transcript.**

Official transcripts bearing the Unity Institute and Seminary seal are sent to the person or place designated by the student. Transcripts are issued in their entirety, and no partial transcripts will be issued. Transcripts will be issued only for those persons whose financial accounts are current and paid in full.

Official transcripts are prepared with the student’s name at time of graduation. The cost per official transcript is $5.

Transcripts from other institutions a student may have attended prior to admission to Unity Institute and Seminary, which are held in the student’s Unity Institute and Seminary file, will not be duplicated or released to students or any third parties for any reason.
Health Insurance
Unity Institute and Seminary strongly encourages students to maintain adequate health insurance while enrolled at Unity Institute and Seminary. Health insurance information is available at www.bckc.org.

Campus Policies

Alcohol and Drug Abuse and Testing
It is the policy of Unity Institute and Seminary to be concerned about the abuse of alcohol and drugs because of the negative impact on the student’s life. Furthermore, the hazards posed to other students and employees by an individual under the influence of alcohol or drugs are a matter of great concern requiring timely and decisive action.

Alcoholic beverages (unless approved by the Executive Committee for a special event pursuant to the Unity Special Event Alcohol Policy) and any type of drug not prescribed by a medical doctor, including illegal substances, are strictly prohibited on Unity property.

A student will be subject to immediate disciplinary action if he or she is:
- Under the influence of these substances while at school.
- Carrying or possessing these substances, whether on his or her person or in Unity Institute and Seminary property assigned to him or her, such as lockers and desks.
- Purchasing, selling, delivering or receiving these substances on the premises.
- Failing to cooperate in the efforts of Unity to investigate drug or alcohol use, including submitting to drug and/or alcohol screening tests upon the request of Unity Institute and Seminary.

Disciplinary action will be taken in accordance with the policy set forth in the Unity Institute and Seminary Student Handbook.

If the student volunteers the information that he or she has an alcohol or drug problem, he or she will be encouraged to get help at his or her expense. Counseling is available through an outside agency such as the National Council on Alcoholism and Drug Dependence. The student must, in addition to other disciplinary action, be willing to have the counselor confirm the student is receiving treatment to continue with his or her classes.

Policy of Nondiscrimination
In keeping with the inclusive nature of the Unity teachings, it is the policy of Unity Institute and Seminary that Unity will be free of discrimination based on race, color, religion, sex, national origin, age, sexual orientation and/or disability. Students with questions or concerns related to discrimination or harassment at Unity Institute and Seminary are encouraged to bring these issues to the attention of the Chief Academic Officer/Dean of Unity Institute and Seminary or the Director of Human Resources. Students making good faith reports may be assured that their concerns will be addressed without fear of reprisal. Additional information may be found in the Unity Institute and Seminary Student Handbook.

Promotional Materials
From time to time, candid, posed and staged photographs and/or videos of students are taken. Students sign media releases as part of admission, releasing Unity Institute and Seminary from any and all claims. These photos and/or videos may be used at the discretion of Unity in promotional materials without compensation to the students. Promotional material may include publications in print, Internet and audiovisual media, brochures and press releases.
**Searches**

It is the policy of Unity Institute and Seminary to safeguard the security and property of our students. In furtherance of this policy, Unity reserves the right to question students and all other persons entering and leaving our premises and to conduct searches for controlled substances, alcohol, firearms, weapons and Unity property. Inspections may be conducted at any time at the discretion of Unity regardless of whether the item or area is locked and regardless of whether the lock belongs to Unity or the student; therefore, students should not bring any item that they do not want to undergo an inspection onto Unity property.

Faculty who have reason to believe that a student may pose a possible threat to himself or herself, his or her fellow students, or may possess, be using or be selling illegal drugs on Unity premises are responsible for initiating a follow-up with the Chief Academic Officer/Dean.

**Sexual and Other Unlawful Harassment**

It is the policy of Unity Institute and Seminary to provide a study environment that is free of discrimination and unlawful harassment. Harassment may be actions, words, jokes or comments based on an individual’s sex, race, ethnicity, age, religion, sexual orientation, disability and/or any other legally protected characteristic and will not be tolerated. Anyone engaging in any unlawful harassment will be subject to disciplinary action, up to and including dismissal from Unity Institute and Seminary.

It is the responsibility of faculty, staff and students who become aware of possible sexual or other unlawful harassment to report the conduct to the Office of the Chief Academic Officer/Dean or the Director of Human Resources. A course of action will begin to investigate and stop the harassment, in accordance with the policy set forth in the Unity Institute and Seminary Student Handbook.

**Smoking**

It is the policy of Unity Institute and Seminary for all Unity buildings to be smoke-free. Smoking will be permitted only in designated smoking areas outside buildings. Smoking is not permitted while going from one designated smoking area to another or walking around outside. A list of designated smoking areas is posted on Unity bulletin boards.

**Solicitation and In-House Selling**

It is the policy of Unity Institute and Seminary to assure a productive and harmonious study environment. Soliciting of funds for other charities or selling services on campus grounds by students is not allowed during school hours. Outside salespersons are not allowed to solicit students for any reason. Anyone seen selling products or soliciting funds from students on grounds should be reported to the Chief Academic Officer/Dean or the Security Department.
Student Resources

Academic Advising
A faculty advisor is assigned to all students to provide guidance concerning their academic program and spiritual development. Although the advisor will help verify the accuracy of the course selections, the ultimate responsibility for knowing program requirements and proceeding to satisfy these requirements in an orderly and timely manner is the student’s.

Bookstore
The Unity Village Bookstore serves as a resource for knowledge and spiritual growth through the materials that it offers. Its main purpose is to serve the students of Unity Institute and Seminary, Unity employees and visitors. Unity Institute and Seminary students are eligible for a 20 percent discount on purchases. To order textbooks, contact the Bookstore at 816-251-3518 or via email to dwyeram@unityonline.org.

Counseling
Periodic counseling is available to students with the faculty. Since students will be evaluated while enrolled at Unity Institute and Seminary, students are strongly advised to use resources available in the community for in-depth counseling of a very personal nature. If a student wishes to be considered for financial support or psychological counseling, the student must be referred by a faculty member who has counseled the student. There is no guarantee of funding by Unity Institute and Seminary. The content of counseling sessions is confidential.

Employment at Unity World Headquarters
Students who are interested in working at Unity World Headquarters while they are attending classes should contact the Unity Human Resources Department for information about positions available and applications. Many students find that working in the Silent Unity® prayer ministry is a valuable part of their Unity Institute and Seminary experience. Students may learn of positions available through the Unity website, www.unity.org, or by contacting Human Resources at 816-251-3250 or via email at HR@unityonline.org.

Fitness Center
Students may use the fitness center at Unity. The facility is open 24 hours a day and is equipped with circuit weight training with 17 Nautilus stations and a Smith machine. Free weights are also available. Treadmills, stationary bikes and elliptical cross trainers provide opportunities for cardiovascular training. A trainer is available to students at a reduced cost. A 30-minute orientation and signed waiver of liability are required prior to use. To schedule an orientation, email fitness@unityonline.org.

Housing at Unity Village
Very limited on-grounds housing (short- and long-term) is available on a first-come, first-served basis for students enrolled six or more credit hours per term after acceptance into the Unity Institute and Seminary academic and diploma programs. Most are one-room units with a common kitchen and bathroom. Units suitable to house a student and his or her spouse/partner are available on a limited basis. Students who desire a telephone landline may install one at their own expense. Coin-operated laundry facilities are available on grounds. Pets are not allowed in on-campus housing, and cable TV is currently not available. Graduates are expected to vacate upon graduation per terms of the lease. For more information and application forms, contact Facilities at 816-251-3569 or via email: kimberlinkl@unityonline.org.

Students living on campus are required to have a U.S. Post Office box to receive mail. The post office is
located 2.5 miles east on Colbern Road at 1951 NE Rice Road, Lee’s Summit, MO 64064, 816-524-6750.

**Library and Archives**

The Unity Library and Archives is the information and research center for the Unity movement. Print, audiovisual and electronic resources are available. Staffing includes two professional librarians, a professional archivist, support staff and volunteers. Interlibrary loan services are provided through OCLC, the Kansas City Library Consortium (KCLC), and the Kansas City Metropolitan Library and Information Network (KCMLIN). Internet access is available through several public access computers located throughout the library and archives.

The Unity Library and Archives is recognized as one of the largest metaphysical libraries in the United States. It contains:
- The only primary source collection of historical materials relating to the Unity movement and the most complete collection of Unity publications, periodicals and products anywhere.
- Rare collections of early New Thought materials.
- Extensive collections relating to metaphysics and mysticism; philosophy and religion; Christianity and the Bible; health and healing; New Age, self-help and inspiration; and many general works.
- Works from various esoteric spiritual schools and teachings.

The Unity Library and Archives is a unique spiritual and educational resource that supports:
- Unity Institute and Seminary.
- Spiritual Education and Enrichment (SEE).
- Unity ministers and our sister organization, Unity Worldwide Ministries.
- Individual retreat guests and visitors who come to Unity Village seeking information and inspiration to support their spiritual growth.
- Unity departments and employees in their research and educational needs.
- Individuals living in the greater Kansas City metropolitan area.
- Researchers who reach us in person, by mail, telephone and email.

**Student Association**

The student body has its own organization, known as the Unity Institute and Seminary Student Association (UISA), [http://uistudents.org](http://uistudents.org). The purpose of UISA is to represent the interests of all Unity Institute and Seminary students and to promote fellowship and cooperation between students (on campus and online), faculty and staff. Their Mission: Centered in God, we inspire, shape and nurture the community life of the Unity Institute and Seminary student body. Their Vision for the World: We celebrate a thriving world that works for all. Their Core Values: Spirit-led, Joy, Inclusiveness, Love, Abundance.

**Unity Country Club**

All Unity Institute and Seminary students are welcome to become members of the Unity Country Club. Membership includes access to the swimming pool and nine-hole golf course. A student who wants to golf or swim only a few times during the season may do so using courtesy cards, and pay greens fees and/or swim fees without purchasing a membership. If a student chooses to purchase a Missouri fishing license, fishing is available on grounds for an annual key rental of $1 in addition to the Unity Country Club membership. For more information about the Unity Country Club, call 816-251-3569 or email [kimberlinkl@unityonline.org](mailto:kimberlinkl@unityonline.org).
Course Descriptions

The numbers following each course title indicate the number of graduate credit hours that can be earned (applicable to the Master of Divinity program) and the number of continuing education units that can be earned (applicable to the Diploma in Unity Ministry). Students earn either credit hours or continuing education units, depending on the program in which they are enrolled.

Core courses numbered 501-599 are offered a minimum of one time each academic year. Elective courses numbered 601 and higher are offered a minimum of one time every two years.

**Historical and Theological Studies**

**HTS 511 History of Christianity I (3 cr/4 ceu)**
This is the first in a comprehensive, two-part survey of the history of Christianity. The course traces the family tree of New Thought Christianity by studying selected thinkers and surveying the great theological themes that have dominated various stages in the development of the Christian faith. HTS 511 begins with pre-Christian backgrounds and progresses through the Protestant Reformation of the 16th century. Studies will enrich and deepen the student’s spiritual lives and provide ample resources for preaching and teaching in the ministry.

**HTS 512 History of Christianity II (2 cr/3 ceu)**
This is the second in a comprehensive, two-part survey of the history of Christianity. The course continues the study with an in-depth look at the emergence of New Thought Christianity, Reformation Era through the 21st century, with special attention to the origins of Unity from 19th-century healing movements and the intellectual-spiritual matrix of Protestant Transcendentalism.

**HTS 551 Metaphysical Theology I (3 cr/4 ceu)**
This is a foundation course in advanced New Thought, critically examined from a metaphysical Christian perspective. Beginning with a discussion of the nature and limitations of intellectual inquiry, students will learn how to apply the tools and methods of scholarly inquiry to their lifelong program of spiritual learning. This course will include in-depth discussion and analysis of Unity’s metaphysical concepts using the tools of theology. Students will learn to think theologically and apply those insights to their professional and personal lives. Prerequisite: It is expected that students will have the equivalent to the knowledge found in the Unity Spiritual Education and Enrichment Metaphysics courses.

**HTS 552 Metaphysical Theology II (3 cr/4 ceu)**
This course will focus on the application of theological methodology to the study of the writings of Charles Fillmore, Myrtle Fillmore, H. Emilie Cady and other Unity authors. Tools and methods of scholarly inquiry in religious studies will be applied to the treatment of classical themes in Fillmore and theology; for example, prosperity, healing, divine order, divine-human faculties, prayer, regeneration, the nature of consciousness, and other topics. Students will acquire knowledge and practical techniques that they can apply in designing classes and programs. Prerequisite: HTS 551 Metaphysical Theology I.

**HTS 534 Theological Ethics (2 cr/3 ceu)**
This course is an introduction to the basic concepts of theological ethics, to include analysis and discussion of current topics. The purpose of this course is to help students clarify their values by introducing them to the process of theological ethics and providing a stimulating, secure environment where they may discuss great ethical issues of the day. Prerequisite: HTS 551 Metaphysical Theology I.
HTS 602  Science and Religion (2 cr/3 ceu)
This course is a look at the ongoing struggle for a comprehensive view of life, which includes spiritual and scientific evidence in the composition of a worldview. After first reviewing the history of church-versus-science conflicts, students will examine new evidence from the physical, biological and social sciences, which supports the universality of spiritual Truth.

HTS 640  Theology of Prosperity (3 cr/4ceu)
This course is a theological and historical exploration of the concepts of Prosperity teaching from biblical sources to post-modern writers. A critical analysis of Prosperity literature in Unity and New Thought in addition to investigation of similar ideas in mainstream Christian thought, to include Liberation Theology and the “Prosperity Gospel” controversies.

HTS 643  Readings in Western Spirituality (2 cr/3 ceu)
This course will be offered as a series of studies selected from noncanonical writings of the great mystics and metaphysicians from the Western spiritual tradition. An in-depth concentration of writings and authors who represent a school of thought or an era will be studied on a rotating basis. This course may be repeated for credit.

HTS 650  Theology of Health and Healing (3 cr/4 ceu)
This course is a theological and historical exploration of the concepts of healing from biblical sources to post-modern writers. Studies will include critical analysis of literature on spiritual healing in Unity and New Thought, investigation of similar ideas in mainstream Christian thought, and the controversies surrounding historical instances of charlatanism and deceptive practices by faith healers. The course provides an intellectual and investigative complement to MAS 603 Spiritual Healing.

HTS 655  Gender Issues and Feminist Theology (2 cr/3 ceu)
Analysis of feminist theology with attention to methodological issues, the relation of contemporary feminist visions to historical material, the ideas of God/Goddess and the question of what it means to be female.

HTS 660  Readings in Unity History (2 cr/3 ceu)
This course looks critically at the life and work of selected writers who have been central to the development of the Unity movement. Students have an opportunity to explore untapped resources in the Unity Archives.

HTS 665  Emerson and the Transcendentalists (2 cr/3 ceu)
This course offers a comprehensive look at the works of Ralph Waldo Emerson, who has been called both an American Shakespeare and the intellectual father of New Thought. Students also explore the writings of other 19th-century transcendentalists such as William Ellery Channing, Theodore Parker, Henry David Thoreau, Bronson Alcott and his daughter Louisa May Alcott, and Margaret Fuller.

HTS 670  20th-Century Religious Thought (2 cr/3 ceu)
This course offers a comprehensive survey of the major philosophers and theologians of the modern and early postmodern era. Beginning with absolute idealism and the end of the Transcendentalist period at the turn of the 20th century, students grapple with the major movements in Western religious thought throughout the 10 decades that followed.

HTS 698  Seminar in Historical and Theological Studies (2-3 cr/3-4 ceu)
This course focuses on selected topics in historical and theological studies. The content of the course will vary. This course may be repeated for credit.
HTS 699 Independent Study in Historical and Theological Studies (2-3 cr/3-4 ceu)
Independent study of an approved topic not parallel to the content of any other course offering. An additional fee will be assessed. The student and faculty member will prepare a syllabus outlining the reading, research and writing requirements for successful completion of the course, and approval of Unity Institute and Seminary Dean. This course may be repeated for credit.

Ministry Arts and Skills
MAS 501 Pastoral Counseling I (2 cr/3 ceu)
This course explores the spiritual and psychological dimensions of pastoral counseling in a Unity ministry. It includes the Unity theological perspective on counseling, as well as various psychological counseling models. Emphasis is on integration of psychological theory with spiritual counseling practice.

MAS 504 Pastoral Counseling II (3 cr/4 ceu)
This course continues to explore the spiritual and psychological dimensions of pastoral counseling in a Unity ministry. Supervised counseling practice in the classroom is offered. Students will discuss the administrative, ethical and legal considerations of pastoral counseling. Prerequisite: MAS 501 Pastoral Counseling I or equivalent.

MAS 506 Pastoral Studies (3 cr/4 ceu)
This course provides relevant information on a variety of life issues encountered in pastoral ministry. The focus is on the pastor’s function and relationship to the congregants, as well as the effective use of Unity principles in various pastoral circumstances. Students are encouraged to explore and identify pastoral resources within their church and community. The elements of designing, implementing and administering lay pastoral programs will be discussed. Recommended: MAS 501 Pastoral Counseling I or equivalent.

MAS 531 Homiletics I (3 cr/4 ceu)
This course teaches the theoretical and practical aspects of the Sunday lesson. Students learn relevant communication theory from the time of Aristotle to today and learn how to research, create and deliver memorable talks that are dynamic “expressions of God.” Students will prepare and deliver brief lessons on various topics.

MAS 532 Homiletics II (3 cr/4 ceu)
This course helps students deepen their understanding of the communication process and improve their practice of the methods and techniques of pulpit communication. The dynamic relationship of minister, message and congregation will be highlighted and explored through exercises and prepared lessons. The course explores the evolving nature and purpose of pulpit from the time of Augustine to the present. Prerequisite: MAS 531 Homiletics I or equivalent.

MAS 533 Creating Spiritual Services (2 cr/3 ceu)
This course examines the various elements of a spiritual service to create organic, dynamic and holistic experiences of God. The class will also include the study of rituals and special services in the liturgical year, such as the Christmas, New Year and Easter Unity traditions. As part of this class, additional time will be spent creating wedding, funeral, christening and other individual special services as well as integrating creative art forms. Each student will have, as a result of this class, their own personal service manual. Prerequisites: MAS 531 Homiletics I and MAS 532 Homiletics II or equivalent.

MAS 551 Ministry Leadership (3 cr/4 ceu)
This course develops the leadership competencies of an evolving spiritual leader. It examines the traits, skills, styles and character of effective leaders, linking these with spiritual principles and situational behaviors in ministry. Students will grow in their self-awareness and self-mastery and their ability to understand and develop healthy social relationships. Emphasis is placed on demonstrating ministerial
consciousness and leadership excellence required for rapidly changing models of ministry. Recommended: SPD 521 Self-Awareness or equivalent strongly recommended to be completed prior to enrollment.

MAS 552  Ministry Administration (3 cr/4 ceu)
This course is an overview of the basic administration, legal, financial and governance fields of knowledge for the ministry. Studies include the ministry’s relationship to local, state and national laws and taxes. It also covers the behavior of ministers and leaders of the church, including child protection and sexual harassment issues. Day-to-day aspects of the ministry, including best practices in office operations, personnel management, risk management and finances, will be included. The course examines governance, including bylaws, policies and procedures in the operation of the ministry.

MAS 553  Ministry Development (3 cr/4 ceu)
This course gives an overview of organizational development theory and tools for professional ministry. Students learn strategic planning and teamwork as tools for developing a thriving and healthy church. Students experience ministry as an organism that can empower each member to participate in the unfolding spiritual process—exploring concepts of generational differences, church size, community building, social action and stages of growth. The course illustrates the dynamics of making changes in the church community. It also explores the change of entering a new ministry to leaving a ministry.

MAS 571  Education Theory and Practice (2 cr/3 ceu)
This course teaches the theories and principles of human learning and how to develop instructionally sound spiritual education for church ministry. Students apply the theories and principles to a variety of teaching opportunities, including Unity classes, small-group discussions and workshops. In addition, students identify the parameters required to teach an audience with different levels of spiritual understanding.

MAS 602  Seminar in Pastoral Studies (2 cr/3 ceu)
Selected topics in pastoral studies will be studied and presented by the student in a seminar format. A general theme will be chosen by the instructor for each course offering. Within that theme, the student will perform independent study and research under the guidance of the instructor. This course may be repeated for credit. Prerequisite: MAS 506 Pastoral Studies or equivalent.

MAS 603  Spiritual Healing and Wholeness (2 cr/3ceu)
Spiritual healing has been and continues to be the heart of the Unity movement. Healing is seen as more than the restoration of a prior state; it is seen as the complete manifestation of wholeness. In this course, students explore the process of spiritual healing and the nature of wholeness. Healing is covered in all its dimensions: spiritual, emotional, physical, relational and global.

MAS 604  Prayers and Services of World Religions (2 cr/3 ceu)
This course is designed primarily for chaplains and other ministers who need a broad repertoire of prayer and worship skills. Students will explore ecumenical and multi-faith prayers and services suitable for a wide variety of special occasions. Cultural and socio-economic factors in choosing prayers and special services will also be addressed. Recommended: SPD 511 Prayer and Meditation and SCS 514 World Religions.

MAS 605  End-of-Life Issues (2 cr/3 ceu)
This course addresses issues related to aging, dying, death and bereavement. The focus is on the function of ministry to individuals and family members within such circumstances. Spiritual, medical, ethical, legal and cross-cultural considerations are also explored. Recommended: MAS 506 Pastoral Studies or equivalent.
MAS 606  Ethical and Legal Issues in Chaplaincy (2 cr/3 ceu)
In this course, many ethical and legal issues that arise within ministry for a chaplain are presented and
discussed. Students will gain an awareness of the beliefs and practices of various religions and cultures
that may be relevant within these issues. Students will explore how their personal credo may impact the
way they counsel others. Case examples and student discussion will be a large part of this course.
Recommended: MAS 506 Pastoral Studies or equivalent.

MAS 609  Transpersonal Psychology (2 cr/3 ceu)
Transpersonal psychology stands at the interface of psychology and spiritual experience. It is the field of
psychology which integrates psychological concepts, theories and methods with the subject matter and
practices of spiritual discipline. In this course, students study the development of transpersonal theories,
drawing from the work of Maslow, Wilber, Washburn, Walsh, Grof and others. Prerequisite: MAS 501
Pastoral Counseling I or equivalent.

MAS 621  Advanced Techniques in Homiletics (2 cr/3 ceu)
Students build upon the knowledge and techniques learned in Homiletics I and II by developing creativity
in lesson content and by practicing energetic, engaging delivery of a spiritual lesson. The course explores
the critical verbal and nonverbal elements of creating and delivering a clear and powerful message.
Students create, deliver and evaluate lessons that are designed to persuade and inspire. Prerequisites: MAS
532 Homiletics II or equivalent.

MAS 622  Music in the Contemporary Church (2 cr/3 ceu)
The three pillars of the Sunday morning church service are message, meditation and music. Music not
only adds to the spiritual experience of the service but also may be the primary reason people come back
to the church. This course will include understanding the operation of the music department, music’s place
in church growth and handling differences regarding music.

MAS 624  Writing for the Ministry (2 cr/3 ceu)
This course explores the various written communications that are expected of ministers, from
informational emails to letters of condolence. Styles, models and written exercises are emphasized.

MAS 625  Storytelling and Readers Theatre (3 cr/4 ceu)
From the rhapsodies of ancient Greece to Garrison Keillor, the storyteller has a special role in engaging a
listener and conveying a lesson in a dramatic form. This course examines storytelling and reader’s theatre.
It explores the unique and dynamic relationship between a speaker telling a story and his or her audience.
Participants will select stories from their personal experiences, shape, rehearse them, and share them with
the class. Participants will also work in teams to create and perform a reader’s theatre script of their
choosing.

MAS 626  Voice as Instrument (2 cr/3 ceu)
The voice is one of the speaker’s most important tools. This course examines the physical and
psychological bases of speech production, including the critical role of breath. Students will develop a
relaxed, conversational delivery, as well as learn to express emotion, passion, and power. The course will
center on vocal and speaking techniques and exercises, the effects of stress, and how to make the voice
responsive to the speaker’s intentions.

MAS 627  Technology in the Emerging Ministry (2 cr/3 ceu)
This course examines the processes and techniques of delivering the services of the church through the
online and mobile environment. The development and implementation of online programs require that
traditional concepts of doing church be reexamined and sometimes significantly redesigned. This course
presents a theoretical and conceptual foundation for implementing varied online church venues. Students explore the structural aspects of the electronic environment, group and psychological dynamics, and practical implementation of both technology and online resources.

MAS 630  Seminar in Communication (2-3 cr/3-4 ceu)
This course focuses on selected topics in communication. The content of the course will vary. This course may be repeated for credit.

MAS 645  Pioneering (2 cr/3 ceu)
This course will explore the strategies for starting a ministry study group or alternative ministry. It will include the experience of creating a business plan and the study of successful practices of research and marketing to a pioneer market.

MAS 646  Youth and Family Ministry (2 cr/3 ceu)
This course will provide students with an overview of ministry for families, youth and the adults who serve them. The focus of the class will be examining, evaluating and creating a plan for youth and family ministry based on the best practices. By the end of the course, students will have a general understanding of the components of youth and family ministry.

MAS 648  Family Systems: Applications in Ministry (2 cr/3 ceu)
This class explores family systems theory applied to the church environment. Students will examine their own family system and relate their awareness to their past and current personal and organizational experiences. Students will use family systems theory to see the spiritual wholeness within the church and learn leadership skills to facilitate continued healing. Prerequisite: SPD 521 Self-Awareness or equivalent.

MAS 653  Ministry in Diverse Communities (2 cr/3 ceu)
This course explores the issues facing churches and other forms of ministry in diverse and typically urban communities. The course examines the challenges and the joy of the multicultural, multiracial and multidimensional, inclusive ministry. Real-life issues of funding, working with refugees, the homeless, the impoverished, the hungry and those needing health support are discussed. Emphasis is on empowering and valuing all voices and healing woundedness. The issues involved are applicable whether they define the complete ministry or only a segment, as in outreach or spiritual social action. Prerequisite: MAS 552 Ministry Leadership or equivalent.

MAS 655  Ministry Board and Governance (2 cr/3 ceu)
This course develops the understanding and skills for working with a ministry board. The bylaws and other governance structures will be examined. A plan for qualifying, recruiting, electing and training Board members will be designed and strategies will be given for building a healthy, conscious relationship with the board. Students will explore how spiritual principles and practices can make working with the Board a spiritual experience.

MAS 660  Seminar in Leadership (2-3 cr/3-4 ceu)
This course focuses on selected topics in leadership. The content of the course will vary. The course may be repeated for credit.

MAS 698  Seminar in Ministry Arts and Skills (2-3 cr/3-4 ceu)
This course focuses on selected topics in ministry arts and skills. The content of the course will vary. The course may be repeated for credit.
MAS 699  Independent Study in Ministry Arts and Skills (1-3 cr/2-4 ceu)
Independent study of an approved topic not parallel to the content of any other course offering. This course may be repeated for credit. An additional fee will be assessed. The student and faculty member will prepare a syllabus outlining the reading, research and writing requirements for successful completion of the course, and approval of Unity Institute and Seminary Dean.

**Internship**

The purpose of internships is to give each student the experience of active spiritual service through the work done in the internship. Enrollment in an internship requires approval and signature of the Internship Coordinator prior to registration.

PRA 651  Internship in Prayer Ministry (2 cr/3 ceu)
Supervised internship at Silent Unity or any other approved prayer ministry. This internship will require 80 contact hours in the prayer ministry, a final paper and periodic consultations with a Unity Institute and Seminary faculty member. Most students will intern with the Silent Unity Telephone Prayer Ministry. Students who are already Silent Unity prayer associates with a minimum of 80 contact hours including training are exempt from the internship, fulfilling credit requirements with an elective course. This internship may be repeated in consultation with the student’s advisor. Prerequisites: SPD 511 Prayer and Meditation, completion of at least 30 credit hours or 40 continuing education units, and faculty coordinator approval.

Unity Institute and Seminary has an agreement with a local hospital to teach PRA 652 and PRA 655 in completion of program requirements. Students may wish to complete these courses at another hospital; however, Unity Institute and Seminary must be notified in writing prior to enrollment, and an agreement with that institution signed. Students will register for the course and pay tuition to Unity Institute and Seminary. An additional chaplaincy fee may be required by the hospital.

PRA 652  Internship in Hospital Chaplaincy (2 cr/3 ceu)
Supervised internship in an approved hospital environment where Clinical Pastoral Orientation (CPO) is available. This internship will require 80 contact hours at the hospital. Students will meet with the faculty coordinator a minimum of two times during the term, and more often as needed. This internship may be repeated, in consultation with the student’s advisor. Prerequisites: HTS 551 Metaphysical Theology I, MAS 501 Pastoral Counseling I, MAS 504 Pastoral Counseling II, MAS 506 Pastoral Studies, SPD 511 Prayer and Meditation, SPD 521 Self-Awareness or equivalent, completion of at least 30 credit hours or 40 continuing education units and faculty coordinator approval. Chaplaincy fee applicable.

PRA 653  Internship in Hospice Chaplaincy (2 cr/3 ceu)
Supervised internship in an approved hospice environment. This internship will require 80 contact hours in the hospice environment. Students will meet with the faculty coordinator a minimum of two times during the term, and more often as needed. This internship may be repeated, in consultation with the student’s advisor. Prerequisites: PRA 652 Internship in Hospital Chaplaincy

PRA 694  Internship in Church Ministry (2 cr/3 ceu)
Supervised internship in an approved church that is not the student’s home church. This internship will require 80 contact hours in the church, weekly papers and weekly consultations with a Unity Institute and Seminary faculty member. Students who choose the Church Ministry specialty are encouraged to take one internship in a small church and a second internship in a large church. This internship may be repeated, in consultation with the student’s advisor. Prerequisites: MAS 551 Ministry Leadership or equivalent, MAS 552 Ministry Administration or equivalent, HTS 551 Metaphysical Theology I, SPD 511 Prayer and Meditation, SPD 525 Interpersonal Skills, MAS 504 Pastoral Counseling II, and completion of at least 30 credit hours or 40 continuing education units and faculty coordinator approval.
PRA 695  Internship in Clinical Pastoral Education (10 cr/14 ceu)
Supervised internship in an approved hospital where Clinical Pastoral Education is available. This internship will require 400 contact hours in the hospital. Students will meet with the faculty coordinator a minimum of two times during the term, and more often as needed. Prerequisites: PRA 652 Internship in Hospital Chaplaincy, completion of at least 30 credit hours or 40 continuing education units and faculty coordinator approval.

PRA 696  Extended Internship in Church Ministry (4 cr/5 ceu)
This course is a supervised internship in an approved church that is not the student’s home church. This extended internship will require 160 contact hours in the church, weekly papers and weekly consultations with a Unity Institute and Seminary faculty member. Students are encouraged to do internships in a small and a large church. The classroom time provides the opportunity to discuss practical experiences gained in the church ministry and consultations with the faculty coordinator. The intern will be required to provide written and verbal reports of skills gained, projects and activities participated in and professional growth achieved. Prerequisite: PRA 694 Internship in Church Ministry.

PRA 699  Independent Internship (1-5 cr/2-6 ceu)
Supervised internship in an approved environment that is not parallel to the content of any other internship and is created in consultation with the student’s advisor. This internship will require 40-200 contact hours in the organization, weekly papers and weekly consultations with a Unity Institute and Seminary faculty member. Prerequisites: 1-2 relevant courses as determined by the student and his or her advisor, completion of at least 30 credit hours or 40 continuing education units and faculty approval. This course may be repeated for credit. An additional fee will be assessed. The student and faculty member will prepare a syllabus outlining the reading, research and writing requirements for successful completion of the course, and approval of the Dean.

Spirituality and Society
SAS 511  Trends in Contemporary Society (2 cr/3 ceu)
Contemporary social, historical and spiritual trends are explored in this course. The purpose of the course is for future ministers to see where Unity and ministry intersect with today’s social milieu.

SAS 512  Unity in Contemporary Society (2 cr/3 ceu)
This course challenges students to look at the role Unity plays in today’s world. Students explore what Unity is, as well as the movement’s history of community involvement. Students also investigate the potential for application of Unity teachings to various contemporary issues, for the movement, a ministry and a minister. Prerequisite: SAS 511 Trends in Contemporary Society.

SAS 602  Religion and the Arts (3 cr/4 ceu)
This course surveys selected classic and contemporary artistic forms from primal, Asian and Western cultures to demonstrate the intimacy between religion and the arts. Students will develop an appreciation for various forms of art in their personal spiritual life and in congregational leadership.

SAS 603  Exploring Evolutionary Spirituality (3 cr/4 ceu)
This course explores a wide range of evolutionary theories derived from a broad spectrum of scientists, philosophers and visionaries. The student is encouraged to critically review each of these and to compare and contrast the various theories of evolution. The course explores the relevance of each of these theories to contemporary life and to Unity. Recommended: MAS 609 Transpersonal Psychology.

SAS 610  Introduction to Integral Spirituality (2 cr/3 ceu)
This course introduces the concepts of integral spirituality through the works of various integral theorists such as Wilber, Combs, McIntosh, Beck, Gebser and others. Integral theory is the gathering of patterns
from many fields of knowledge, giving a new and useful perspective on the nature of reality and on the development of consciousness and culture. Integral spirituality provides a new prospective that expands our perception of reality and provides a fresh motivation for making a positive difference in our world. Recommended: MAS 609 Transpersonal Psychology.

**SAS 630  Peace Studies (3 cr/4 ceu)**
This course is an introduction to the interdisciplinary field of peace studies. Students explore the underlying causes of violence, as well as the many theories, trends and actors involved in bringing forth peace in this world. Special emphasis is placed on the role that individuals, especially Unity ministers, can play in the process of peace at the local, national and international levels.

**SAS 698  Seminar in Spirituality and Society (2-3 cr/3-4 ceu)**
This course focuses on selected topics in spirituality and society. The content of the course will vary. This course may be repeated for credit.

**SAS 699  Independent Study in Spirituality and Society (1-3 cr/1-4 ceu)**
Independent study of an approved topic not parallel to the content of any other course offering. This course may be repeated for credit. An additional fee will be assessed. The student and faculty member will prepare a syllabus outlining the reading, research and writing requirements for successful completion of the course, and approval of Unity Institute and Seminary Dean.

**Scriptural Studies**

**SCS 501  Bible History: Hebrew Scripture (3 cr/4 ceu)**
This overview course covers the approximately 900-year period of the writing of the Hebrew Scripture. The various writings are examined based on the probable sequence of their writings. The course contains an overview of the history of the Israelite people, who, as far as we know, are the first people who attempted to record their history. By looking at the history of the Israelites, we are able to discern how the perception of God changed. Prerequisite: It is expected that students will have the knowledge level found in the Spiritual Education and Enrichment courses in Bible.

**SCS 502  Bible History: Christian Scripture (3 cr/4 ceu)**
This class presents an overview of the writings of the Christian Scripture, including the probable time of the various writings and the rationale for their inclusion in the Christian Bible Canon. The contrast between the teachings attributed to Jesus and the teachings of Paul is examined, as are the non-Pauline letters and the Revelation of John. Also included is how the Christian Bible describes the beginning of the early Christian church. Recommended: SCS 501 Bible History: Hebrew Scripture or equivalent.

**SCS 505  Biblical Interpretation (3 cr/4 ceu)**
This course examines various methods of interpretation of the Bible. It presents processes for exploration of how the stories, poems and other narratives can be used in dealing with everyday life. The focus is on metaphysical and maieutic interpretation and on the Bible as a means to see the evolution of consciousness in the individual as well as humankind. Prerequisites: SCS 501 Bible History: Hebrew Scripture or equivalent; SCS 502 Bible History: Christian Scripture or equivalent.

**SCS 512  The Teachings of Jesus and the Teachings About Jesus (2 cr/3 ceu)**
This course looks at the teachings of Jesus, especially the “Kingdom of God” teachings, and compares them with the writings of Paul and other Christian Scripture writers. The course will explore the differences in what Jesus taught about himself and what was taught about him, especially the significance of his death and destiny.
SCS 514  
World Religions (2 cr/3 ceu)
Exploration of the many different ways human beings throughout history and around the globe have answered questions like: What is sacred; what does my life depend on? What is worth living—or dying—for? If this is a good cosmos, why do people suffer? Answers will display how different religions have identified the basic problems and meaning of existence. Christian perspectives on interfaith dialogue will be explored.

SCS 615  
Mystical Traditions of the World Religions (2 cr/3 ceu)
This course explores the mystical core of the six great religions that have shaped major civilizations: Judaism, Christianity, Islam, Hinduism, Buddhism, and Taoism. Despite differences in the outer forms and rites of these religions, we can find within each of them an inner or esoteric stream of teachings that is strikingly similar.

SCS 620  
Religions of the Axial Age (3 cr/4 ceu)
The course examines major developments that occurred from 800 B.C.E.–200 B.C.E. in West Asia, South Asia, East Asia, and the northeastern Mediterranean and some of the individuals, referred to as the sages of the Axial Age, who lived during that time. During this period of time, older religions experienced changes and new religions emerged. There is an acknowledgement that religions are not static entities and each has changed, developed, and undergone refinement or complete reinterpretation as social and individual needs change.

SCS 698  
Seminar in Scriptural Studies (2-3 cr/3-4 ceu)
This course focuses on selected topics in Scriptural studies. The content of the course will vary. This course may be repeated for credit.

SCS 699  
Independent Study in Scriptural Studies (1-3 cr/1-4 ceu)
Independent study of an approved topic not parallel to the content of any other course offering. This course may be repeated for credit. An additional fee will be assessed. The student and faculty member will prepare a syllabus outlining the reading, research and writing requirements for successful completion of the course, and approval of the Dean.

Spiritual Development

SPD 511  
Prayer and Meditation (2 cr/3 ceu)
The goal of this course is for each student to understand and be able to apply the principles and practices of prayer that are essential to effective Unity ministry. The primary focus is on the Unity method of prayer and meditation and its application in church ministry. A brief introduction to the theory and practice of spiritual direction, as it would apply in a Unity ministry, is included in this course.

SPD 521  
Self-Awareness (3 cr/4 ceu)
This is a survey course in the practical application of self-awareness and spiritual principles to promote and restore wholeness, balance and optimal functioning in the student’s life. Students study various systems and techniques of self-awareness and explore the integration of spiritual principles into each of them.

SPD 525  
Interpersonal Skills (3 cr/4 ceu)
This is a course in understanding, serving and working with others. It examines the importance of developing healthy spiritual and psychological relationships, offering methods and tools for expanding these relationships. The impact on ministries of diverse issues of race, gender, generations, capabilities, family systems and embedded cultures is explored. Students learn skills for effective community-building. Recommended: SPD 521 Self-Awareness.
SPD 553  The Call to Ministry (1 cr/2 ceu)
This course is designed to assist students to identify their call to ministry, explore the feelings that arise in this transition to ministerial school and determine the direction that the student is going in ministry. Students will have the opportunity to explore their personal beliefs, compare those beliefs with normative Unity beliefs and mitigate any differences. This course is to be completed in the first year of studies.

SPD 593  Credo I (1 cr/2 ceu)
A credo is the articulation of a personal belief system. The purpose of this course is to facilitate the student’s verbal and written description of his or her personal credo. Students are encouraged to question, evaluate and defend their belief systems. The student may be required to respond to critical questioning by a credo review committee. Prerequisite: SPD 553 The Call to Ministry, HTS 551 Metaphysical Theology I and completion of at least 30 credit hours or 40 continuing education units.

SPD 594  Credo II (1 cr/2 ceu)
The purpose of this course is to facilitate the student’s verbal and written articulation of his or her ministerial credo. The student is encouraged to review and reevaluate his/her credo and articulate how their credo could be implemented in the various aspects of the student’s chosen ministry. The student may be required to respond to critical questioning by a credo review committee. This course is intended to be completed within the student’s last two terms. Prerequisite: SPD 593 Credo I and minimum of 60 credit hours or 70 continuing education units.

SPD 611  Contemplative Prayer and Meditation Practices (2 cr/3 ceu)
This course includes the study and practice of a variety of contemplative prayer and meditation practices from both Eastern and Western spiritual traditions. Emphasis is placed on the student’s personal experiences of each practice. A short contemplative retreat is a required part of this course.

SPD 612  The Art of Spiritual Direction (3 cr/4 ceu)
This course explores the nature of spiritual direction and introduces students to the skills needed to become a spiritual director. The spiritual journey will be explored within the framework of the relationships one has with self, others, one’s culture, the world and nature. Prerequisite: SPD 511 Prayer and Meditation and MAS 504 Pastoral Counseling.

SPD 625  Seminar in Self Awareness (2-3 cr/3-4 ceu)
This course focuses on selected topics in self-awareness. The content of the course will vary. This course may be repeated for credit.

SPD 626  Seminar in Interpersonal Skills (2-3 cr/3-4 ceu)
This course focuses on selected topics in self-awareness. The content of the course will vary. This course may be repeated for credit.

SPD 630  Spiritual Intelligence and Application (2 cr/3 ceu)
Emotional intelligence (EQ) literature shows a strong correlation between EQ and leadership success. This class in spiritual intelligence (SQ) builds on EQ and explores the development of spiritual intelligence, as defined by the literature, and its role in leadership in ministry. Spiritual leaders in all faiths have common characteristics. The aim of this class is to examine these characteristics and their expression and develop strategies to strengthen them in self and others.

SPD 698  Seminar in Spiritual Development (2-3 cr/3-4 ceu)
This course focuses on selected topics in spiritual development. The content of the course will vary. This course may be repeated for credit.
SPD 699 Independent Study in Spiritual Development (1-3 cr/1-4 ceu)
Independent study of an approved topic not parallel to the content of any other course offering. This course may be repeated for credit. An additional fee will be assessed. The student and faculty member will prepare a syllabus outlining the reading, research and writing requirements for successful completion of the course, and approval of the Dean.
Personnel

Administration
Unity

Dr. Charlotte Shelton, President and Chief Executive Officer
B.M.E., Drury College; M.A., University of Missouri-Kansas City;
Ed.S., University of Missouri-Kansas City; Ed.D., Northern Illinois University, 1982.

Unity Institute and Seminary

Academic Governance Council
Rev. Dr. Roger Goodwin, Chair
Rev. Dr. Marj Britt, Vice Chair
Dr. Penny Kowal, Secretary
Rev. William Englehart, Member
Rev. Dr. Anna Joy Grace, Member
Dr. Doug Harris, Member
Ms. Linda Lowery, Member
Dr. Wendy Zender, Member
Dr. Theodore J. Collins, Ex Officio Voting Member
Rev. Deborah Frownfelter, Ex Officio Voting Member
Dr. Charlotte Shelton, Ex Officio Nonvoting Member
Rev. Donna Johnson, Ex Officio Nonvoting Member
Dr. Maya Angelou, Honorary Member
Rev. Dr. Rose Cooper, Honorary Member
Dr. Fred Zook, Honorary Member

Dr. Theodore J. Collins, Chief Academic Officer and Dean
B.A., University of Iowa; M.A.T., University of Iowa;
J.D., Drake University Law School, 1991.

Ms. Linda M. Bray, Director of Unity Library and Archives
B.A., Kansas State University; M.L.S., Emporia State University, 1980.

Full-Time Teaching Faculty

Rev. Robert Brumet—Faculty, Spiritual Development and Ministry Arts and Skills (Pastoral)
B.A., University of Toledo; M.S., University of Toledo, 1970;
Unity ordination, 1980.

Rev. Claudell Hefner County—Faculty, Ministry Arts and Skills (Leadership and Administration)
B.A., Illinois State University; M.A., University of Northern Colorado,

Rev. Dr. Thomas W. Shepherd—Faculty, Historical and Theological Studies
B.S., University of Idaho; M.Div., Lancaster Theological Seminary, 1976;
D.Min., Saint Paul School of Theology, 2009
Unitarian Universalist ordination, 1976;
Adjunct Teaching Faculty
Robert S. Fish—Ministry Arts and Skills (Communication)
B.A., State University of New York at Albany; M.A., University of Oklahoma; Ph.D.,
University of Oklahoma, 1970.

Rev. Deborah Frownfelter—Ministry Arts and Skills (Communication)
A.B., Grove City College, 1973; M.S., Counseling, Shippensburg University, 1979.
Unity ordination, 2006.

Rev. James Gaither—Scriptural Studies
Unity ordination, 1979.

Rev. Ian W. Lawton—Ministry Arts and Skills

Rev. E.J. Niles—Scriptural Studies
B.A., University of Oklahoma; M.S., University of Southern California, 1979.
Unity ordination, 1990.

Rev. Eric E. Page—Spirituality and Society
B.A., University of Missouri-Kansas City, 1989; M.H.A.M.S, University of Kansas, 1993;
M.Div., Unity Institute and Seminary, 2011.
Unity ordination, 2011.

Rev. Robin Reiter—Ministry Arts and Skills
B.A., University of Florida; M.A., University of Florida, 1994;
Unity ordination, 2002.

Rev. Thomas F. Thorpe—Ministry Arts and Skills (Communication)
Unity ordination, 1986.

Rev. Dr. Joy L. Wyler—Ministry Arts and Skills
B.S.M.T., Pittsburg State University; J.D., University of Missouri-Kansas City Law School, 1984.

Unity Institute and Seminary Staff
Rev. Mark A. Fuss—Admissions Representative
Unity ordination, 2009.
Ms. Rebecca Fye, M.A.—Registrar
Ms. Camille O’Brien—Dean’s Executive Assistant

Unity Library and Archives Staff
Ms. Judy E. Cournyea—Library Technician
Ms. Margaret Hiltbrunn, B.A.;—Cataloguer
Rev. Eric E. Page, M.H.A.M.S.;—Archivist
Ms. Roseanne Powell, M.L.S.:—Library Technician
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