



NEW COVENANT
SCHOOL OF THEOLOGY

STUDENT HANDBOOK

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Student Handbook

Welcome to *New Covenant School of Theology (NCST)*. We count it a joy to help you gain a better understanding of God's Word and to help prepare you for ministry in His church. I pray that your time with us will prove beneficial to you and glorifying to the Lord Jesus. If I can be of any assistance or encouragement to you along the way, please feel free to ask. I am honored that you have chosen NCST for your theological journey.

Sincerely,

Douglas Goodin
President

Who We Are

NCST is a child of the parent ministry—*Cross to Crown Ministries*. This school exists to exalt the Lord Jesus by teaching Christians how to think and live in the New Covenant. We seek to do this by teaching Christians how to interpret the Bible with a Christ-centered hermeneutic, preparing pastors for ministry through vigorous biblical study and leadership training in an apprenticeship model, training and equipping church leaders for service in the local church, and providing biblical instruction for all Christians at a deeper level than the typical Sunday school.

At NCST, we believe that the training of church leaders is more effective when students are heavily involved in the ministry of the local church during the formal educating process. Our classes are given one at a time, on Monday and Tuesday nights, usually over a period of four weeks. This helps free students to engage in church activities during other nights of the week.

NCST adheres to New Covenant Theology (NCT). Put very simply, NCT affirms that the universe exists to glorify God through Jesus Christ. We believe the entire Scripture must be interpreted as the story of Jesus Christ.

For a more thorough explanation of our vision and structure visit www.newcovenantschooloftheology.org.

Statement of Faith

The NCST Statement of Faith can be found on the [website](#).

Degree Programs and Endorsements

In addition to the traditional degree designation (M.Div) given to express a student's program completion, qualifying graduates receive an endorsement corresponding to their course of study. For example, a man preparing for the pastoral or elder ministry will receive a Pastoral Endorsement or Elder Endorsement, respectively.

'Endorse' comes from the Latin word meaning "[to write] on the back of." When a student receives an endorsement, it means that he has convinced the leaders of NCST of his readiness to serve in a ministry capacity. This endorsement does not come from a mere completion of classroom coursework. Rather, he must show the necessary aptitudes, attitudes, gifts, and character traits for his desired kingdom service. Only when he has persuaded a group of overseers (made up of pastors and elders in the local church) of his fitness will he be officially endorsed.

NCST confers three endorsements: Pastoral Endorsement, Elder Endorsement, and Ministry Leadership Endorsement. For those who do not desire an official endorsement, but who complete a theological course of study, we confer a Certificate of Biblical Studies. For further explanation, please consult the [NCST Website](#), particularly the FAQ section.

Application Procedure

For an application form, please request it on the website [contact form](#).

Admission Requirements

In order to be admitted to the [Master of Divinity program](#), applicants should have already earned a BS or BA degree from a college-level institution. They should have graduated with a grade point average of 2.5 or higher on a 4.0 scale. Exceptions to these two requirements may be requested and will be considered on a case-by-case basis. In these situations, the admissions committee will consider the applicant's life experience as well as his ability to handle adequately the study requirements of the Master of Divinity Program. There is a General Track and a Pastoral Track. The Pastoral Track is only open to male applicants.

In order to be admitted to the [Biblical Studies Track](#), the [Elder Track](#), the [Ministry Leader Track](#), or the [Women's Ministry Track](#), all applicants must be recommended by the spiritual oversight of their home church via a Church Reference form (included in the application form). This recommendation will consider their personal walk with God as well as their ability to study and comprehend the clear teaching of the Word of God.

Non-Discrimination Policy

New Covenant School of Theology does not discriminate on the basis of race, color, national or ethnic origin, or physical handicap in its educational programs or activities, including admission and employment. NCST does not discriminate on the basis of gender in the educational programs or activities it operates, including admission and employment, except in regard to courses related to ordination.

Transfer of Credits

Students desiring to transfer credits from another academic or graduate-level institution toward an NCST degree must submit a written request to the NCST Dean of Students. Each request will be considered on a case-by-case basis and a final determination will be made by the conclusion of the first year after initial enrollment. No more than one-third of a student's NCST required credits may be transferred.

Course Times and Structure

Block courses (one class at a time): The standard education method consists of taking several simultaneous classes for a period of 13 weeks (more or less). While there may be good reasons for this approach, at NCST we come at it differently. Our classes are given one at a time over a period of a few weeks (usually four). We meet weekly on Monday and Tuesday nights, 3 hours each night. This allows for several things:

- A course can be completed in about one month.
- All of the student's time for reading, writing, etc., is devoted to one subject, rather than distributed across multiple subjects.
- Students have five consecutive days to devote to their study.
- Students are free to engage in church activities during other nights of the week.
- Part-time (or full-time) jobs may be easier to maintain with this schedule.

Class times: Monday and Tuesday evenings, 5:30 - 8:30 p.m.

Teachers

The teachers of NCST are Christians who have been examined and found to possess a sound biblical competence in terms of factual knowledge and theological understanding. However, intellectual capacity alone does not satisfy our requirements. We also look for evidence that the grace of the gospel has done its good work. If our graduates exhibit academic prowess devoid of love and grace, we have failed to achieve our goal. And since we cannot give what we do not have, we must employ teachers who know Him intimately and who walk in His Spirit consistently.

Cost Per Class

Credit: \$200.00

Audit: Free

NOTE: Tuition must be paid by the third class unless previous arrangements have been made with the NCST leadership.

Refunds for Dropped Courses

Students dropping an NCST course will receive a tuition refund based on the following schedule:

Week 1 --- 75%	Week 2 --- 50%	Week 3 --- 25%
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Class Attendance

Students are expected to attend all classes. Unexcused absences will be dealt with at the discretion of the individual teacher. Missed work must be made up.

Course Requirements

Each teacher will set forth the individual course requirements. Students must complete all required work in order to pass the course. Any exception to this policy must be approved by the teacher of the individual course. It is expected that required work will be completed by the date due.

Grading Structures

NCST uses a 4.0 grading system and the following scale:

Percentage	Grade	Point
97 - 100	A	4
94 - 96	A-	3.67
90 - 93	B+	3.33
86 - 89	B	3
82 - 85	B-	2.67
78 - 81	C+	2.33
75 - 77	C	2
0 - 74	F	0

Graduation Requirements

All courses required for a specific degree must be satisfactorily completed. The cumulative GPA required for graduation in the Pastor's track is 2.67 or above. Students must also receive the appropriate faculty endorsement. All financial obligations must be fulfilled prior to graduation.

Transcript Requests

Students may request a copy of their transcript with a written and signed letter at anytime for a cost of \$5.00 per transcript. Transcripts will be issued only after students have settled all their financial obligations to NCST.

Student Conduct and Dress

Biblical principles will be applied in these areas:

1. Dress must be modest and in keeping with biblical principles.
2. Conduct will be evaluated based upon the Scriptures.
3. Non-compliance based upon these principles will be addressed on a case-by-case basis. The faculty will have the final say in matters which may merit student discipline.

Accreditation

NCST is not accredited and does not plan on applying for formal accreditation. Please consult the NCST Dean of Students if you are considering doctoral work after your seminary training. Our non-accreditation may not negatively impact your desire for further study.

Right to Privacy

The Family Educational Rights and Privacy Act of 1974 (Public Law 93-280) governs access to and release of student records. Provisions include the following:

1. Educational institutions must provide student access to official records directly relating to the student requesting access and an opportunity to challenge such records on the grounds that they are inaccurate, misleading, or otherwise inappropriate.
2. Educational institutions must obtain written consent of students before releasing personally identifiable data from records other than a specified list of exceptions.
3. Students must be informed of their rights specified by this statute.
4. The Department of Education may investigate any alleged violation of the Act.

If students wish to see their records, the Dean of Students will provide supervised access to them. Students may place in their records any additional information they wish to have included. Administrative staff and faculty will respect the confidentiality of student information.

Academic Calendar

Consult the website for current information.

Course Descriptions and Degree Requirements

See the website for this information.

Incomplete Course Work and Academic Probation

These issues will be addressed on a case-by-case basis by the Dean of Students and the faculty.