

## ***Diploma / Degree Transitional Procedure***

Due to the ruling of the 2007 Texas Supreme Court, Texas Bible College proudly announces the ability to confer Degrees. Any former student from 1964 - 2008 which has completed the Diploma program of Texas Bible College may now further their education and receive a Bachelor Degree from Texas Bible College. There will be a two year window in which this achievement can be accomplished. The final date will be August 1, 2010. The following criteria must be met before any former student receives a Degree from their program:

### **Bachelor of Arts Theology**

Former student must have received a Diploma during the years of 1964 - 2008 from Texas Bible College. Student must complete a thirty page thesis which conforms to the TBC Style Sheet. This must be completed 120 days from enrollment through the School of Theology with approval from the Dean of Theology.

### **Bachelor of Arts Christian Education**

Former student must have received a Diploma during the years of 1964 - 2008 from Texas Bible College. Student must complete a thirty page thesis which conforms to the TBC Style Sheet. This must be completed 120 days from enrollment through the School of Christian Education with approval from the Dean of Christian Education.

### **Bachelor of Arts Religious Studies with Music Emphasis**

Former student must have received a Diploma during the years of 1964 - 2000 from Texas Bible College. Student must complete a thirty page thesis which conforms to the TBC Style Sheet. This must be completed 120 days from enrollment through the School of Theology or the School of Christian Education with approval from the Dean of chosen school.

### **Bachelor of Arts Music**

Former student must have received a Diploma during the years of 2002 - 2008 from Texas Bible College. Student must complete by correspondence six credit hours of Theological courses with approval from the Dean of Music. Courses must be completed 120 days from enrollment.

The cost to transition from Diploma to Degree is as follows:

- Application Fee.....\$50.00
- Course Fee.....\$200.00
- Degree Fee.....\$500.00
- Total.....\$750.00

Registration may be completed through the office of the Academic Dean at TBC.

Texas Bible College  
Diploma/Degree Program  
Directed Study Thesis Guidelines

The Diploma/Degree program requires that you complete a 30 page Directed Study Thesis within 120 days of enrollment. Upon successful completion of this project the proper credit will be submitted to the Academic Dean of Texas Bible College and will be reflected in your records.

The 30 page Directed Study Thesis is intended to be an in depth research paper exploring an approved topic. Any work which you have previously completed or published is not acceptable for this project. All work submission is to be written in compliance with the Texas Bible College Style Sheet which is provided to you. Any variance from this will result in a lower grade on that portion of your work. Failing to submit the required work before the due date will result in the grade being lowered by 10 points. After one week you will receive a zero and no credit will be given for that portion of the project.

Following is a description of the work which you need to complete, as well as the deadlines for each, in order to receive the credit for this course:

**Topic Selection:**

Your topic needs to be pertinent to the ministry and/or your calling. Sociological, theological, educational and cultural interests are worthy to be considered. Your topic selection must be submitted and approved before any actual work is begun. An appropriate due date will be given once your enrollment is approved.

Due Date: \_\_\_\_\_

**Sources:**

You must use no less than 5 sources for this project. Sources are to be listed in bibliography format according to the TBC Style Sheet. The final product may not use every source that you listed but CANNOT include any sources that you did not include in the original list.

Due Date: \_\_\_\_\_

**Outline:**

A proper outline, also conforming to the TBC style sheet, must be submitted. This outline will contain the Thesis Statement, each division of the work and each major point.

Due Date: \_\_\_\_\_

**Fleshed Outline:**

This outline will include the sub-points of discussion under each major point.

Due Date: \_\_\_\_\_

**Rough Draft:**

This is a draft version of the entire work. It is to follow the fleshed outline and conform to the TBC Style Sheet as to the construction of the body. Endnotes and the bibliography are not required for this draft.

Due Date: \_\_\_\_\_

**Final Draft:**

This is the finished product. It must have a cover page, outline, no less than 30 pages of text, endnotes and a bibliography. The thesis is to be submitted in a presentation binder and not bound in any other manner. Please be aware that an overabundance of direct citation or scripture quotation will negatively affect your final grade.

Due Date: \_\_\_\_\_

**Grading:**

Grading will be based upon the following:

Topic Selection	5%
Sources	5%
Outline	10%
Fleshed Outline	10%
Rough Draft	30%
Final Draft	<u>40%</u>

**Total:** 100%

The final grade will be based upon the **Texas Bible College Grading Scale:**

<b>92-100</b>	<b>A</b>
<b>83-91</b>	<b>B</b>
<b>74-82</b>	<b>C</b>
<b>65-73</b>	<b>D</b>
<b>0-64</b>	<b>F</b>

Should you have any questions, please feel free to make them known to the appropriate Dean when you discuss your topic selection. God Bless you as you begin this project. It is our prayer that your completion of this Directed Study Thesis is beneficial to you now and in the years to come.



## Transitional Degree Application

### Personal Information

Name: \_\_\_\_\_  
Last, First, Middle

Maiden Name: \_\_\_\_\_

Home Address: \_\_\_\_\_  
Number and Street

Date of Birth : \_\_\_\_\_

\_\_\_\_\_  
City, State, Zip Code

Social Security # : \_\_\_\_\_

Phone # : \_\_\_\_\_

Year Diploma Was Received: \_\_\_\_\_

Email Address: \_\_\_\_\_

### Degree Program

Please choose one of the following programs:

- Bachelor of Arts Theology (Eligibility Years 1964-2008)
- Bachelor of Arts Christian Education (Eligibility Years 1964-2008)
- Bachelor of Arts Religious Studies with Music Emphasis (Eligibility Years 1964-2000)
- Bachelor of Arts Music (Eligibility Years 20002-2008)

### Financial Information

**\*Please submit the following fees with your application.**

Application Fee	\$50.00
Course Fee	\$200.00
Degree Fee	\$500.00
<b>Total Due</b>	<b>\$750.00</b>

***Please note:*** From the date of enrollment and with the approval from the Dean of selected major, you have 120 days to complete all criteria before you receive a Degree from the selected program.

Student Signature \_\_\_\_\_ Date: \_\_\_\_\_