

Academic Information



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Accreditation and Membership

Trinity College is incorporated under the laws of the State of Florida as a four-year, semester-based college authorized by the Florida State Commission for Independent Education to grant the associate and baccalaureate degree.

Trinity College is accredited by the Commission on Accreditation of the Association for Biblical Higher Education (5575 S. Semoran Blvd., Suite 26, Orlando, Florida 32822-1781; telephone number 407-207-0808) to award associate's and bachelor's degrees. ABHE is recognized as an institutional accreditor by the Council on Higher Education Accreditation and the U. S. Department of Education.

In addition, Trinity College is listed by the United States Department of Education in the directory of Accredited Institutions of Higher Learning, is approved for the training of veterans and certain of their dependents and is authorized under Federal law to enroll non-immigrant alien students. Trinity College holds membership in a number of local and national professional organizations in order to maintain the highest standards, strengthen itself, and keep abreast of current developments in educational trends.

Academic Policies

Definition of Terms

The following are definitions of very common and often-used terms in this section. They will provide a context for understanding many of the policies you will read about afterward.

Credit Hour

A credit hour represents an amount of work spent by students to meet a course's intended learning objectives, verified by evidence of student achievement. The credit hour reasonably approximates one hour (50 minutes) of direct faculty instruction and a minimum of two hours of out-of-class student work for approximately fifteen weeks for one semester or the equivalent amount of work over a different amount of time. Thus, the College expects that a typical student, who attends all course meetings and who completes all readings, activities, and assignments related to a course, will normally spend about 45 hours of (clock) time per credit hour awarded.

Non-traditional venues such as online, hybrid, shortened (e.g. summer sessions), compressed format, and other non-traditional modes of delivery for a course must require work equivalent to the credit/contact hours and out-of-class work leading to the achievement of course learning objectives. Most will be greater in hours per credit. All courses will be reviewed and approved on a periodic basis by the Academic Affairs Committee to ensure that this equivalency is met.

Semester

Our traditional Fall and Spring semester dates encompass a total of 16 weeks, with three additional days for exams. One of the 16 weeks in both semesters is a break for Thanksgiving or Spring Break. These semesters are standard terms. The traditional Summer session is 8-9 weeks in length. Non-traditional venues which consist of online, hybrid, or intensive courses have semesters that are considered nonstandard terms with a Fall and Spring semester consisting of eight weeks in length.

Registration

Registration deadlines are set each Fall and Spring for the following semester. Students registering on or before that deadline avoid paying a late registration fee. In addition, three days are scheduled for orientation, registration, and testing of new students in the Fall. All freshmen, students being readmitted after an absence, and transfer students are required to be present for orientation.

Adding/Dropping/Withdrawing (Courses)

Changes in the student's schedule may be made during the Drop /Add Period without penalty. Courses may not be added after the Drop/Add Period.

A completed electronic Drop/Add Form must be submitted within seven days from the semester start date for changes to 16-week semester courses, and an electronic Drop/Add Form must be submitted within 5 days from the course start date for 8-week courses.

Students may withdraw from a 16-week course with a "VWD" (Voluntary Withdrawal) until the 10th Friday of the semester. Students may voluntarily withdraw from an 8-week course, until the 25th day after the course start date. Class withdrawals will be effective on the date the Registrar's Office receives the completed Class Withdrawal Form.

A "VWD" will show on a transcript and affect the SAP (Satisfactory Academic Progress) at the College, but it will not affect a student's GPA. The student will also be responsible for tuition and fees. However, consequences of withdrawing from a course may include 1) loss of tuition and fees paid for the course, 2) reductions and recalculation of the financial aid award, 3) loss of work-study hours, 4) loss of on-campus housing, and 5) loss of some veteran's benefits. Once the Withdrawal Period is over, students will earn the grade from all submitted assignments.

Administrative Course Withdrawal due to Non-payment

Administrative withdrawal from academic courses due to non-payment is a policy by which students are disenrolled from classes when they do not pay their account balance owed for an academic semester by the end of add/drop periods for the course. This policy is intended to ensure students are successful in fulfilling their financial obligation to the College, which in turn frees them to succeed in their educational journey. It does this by providing 1) clear and reasonable payment requirements and timelines, 2) personalized communication efforts, 3) staff assistance in navigating complex decisions, and 4) safeguards against the incurring of college debt.

Fall 2026	
<i>Date</i>	<i>Event</i>
August 1, 2026	Payment reminder email sent to all registered students
August 14, 2026	Tuition Due Date
August 14, 2026	Payment reminder email sent to all registered students
August 20, 2026	Payment reminder email and text message sent to all registered students
August 22, 2026	Students with balances will be administratively withdrawn from their Fall academic courses due to non-payment, after the end of business day (4:30pm)
September 26, 2026	Payment reminder email for Fall B sent to all registered students
October 10, 2026	Payment reminder email for Fall B sent to all registered students
October 10, 2026	Tuition Due Date
October 17, 2026	Students with balances will be administratively withdrawn from their Fall B 8-week academic courses due to non-payment, after the end of business day (4:30pm)

Spring 2027	
<i>Date</i>	<i>Event</i>
December 12, 2026	Payment reminder email sent to all registered students
January 5, 2027	Administratively withdrawn from Winter Intensive courses due to non-payment, after end of business day (4:30pm)
January 9, 2027	Tuition Due Date
January 9, 2027	Payment reminder email sent to all registered students
January 14, 2027	Payment reminder email and text message sent to all registered students
January 16, 2027	Students with balances will be administratively withdrawn from their Spring academic courses due to non-payment, after the end of business day (4:30pm)
February, 27, 2027	Payment reminder email for Spring B sent to all registered students
March 13, 2027	Payment reminder email for Spring B sent to all registered students
March 13, 2027	Tuition Due Date
March 20, 2027	Students with balances will be administratively withdrawn from their Spring An 8-week academic courses due to non-payment, after the end of business day (4:30pm)

How to Avoid Being Dropped

Here are your options:

- 1. Make a payment**
- 2. Enroll in a payment plan and pay the first installment**
- 3. Check the status of your financial aid**

Start off the next semester stress-free! We strongly recommend that you ensure your financial arrangements are in order for the upcoming semester before leaving campus for winter and summer breaks.

FAQs

What charges make up my Total Bill and are included in the drop criteria?

The Total Bill is a comprehensive summary of all charges for the semester posted to your student account by the fee payment deadline. These charges generally include (but are not limited to) tuition, housing and all corresponding academic and campus fees.

If I'm dropped for non-payment, will all my fees be reversed?

You can expect to receive a 100% reversal on all charges related to tuition for the semester minus a \$100 administrative fee for each course dropped.

How do I know if I have enough Financial Aid?

Always contact the Office of Financial Aid with all of your questions regarding how much aid you have received and the timeline of receiving your aid.

Attendance and Academic Engagement Policy

Students are expected to be present in class to assure the effectiveness of the educational process. Students obtain information, insights and differing perspectives from class sessions. It is also expected that students will contribute to class discussion and content. Because of this, attendance will be documented by the Faculty for that course. If a student will be absent, it is a courtesy to notify their instructor via email or phone prior to or on the same day of absence.

The Trinity College of Florida attendance policy set forth by Federal regulations is that a student will be deemed inactive after 14 days of absence or zero academic engagement in the course OR during the add/drop period. This does not include group excused absences for college events such as athletics or touring groups, which must be secured by the coach or team leader in advance of the absence.

The College defines attendance and academic engagement as follows:

Academic Attendance

- "Academic attendance" and "attendance at an academically related activity" must include academic engagement.
- A determination of "academic attendance" or "attendance at an academically related activity" must be made by the institution; a student's certification of attendance that is not supported by institutional documentation is not acceptable.

Academic Engagement

Active participation by a student in an instructional activity related to the student's course of study is defined by the institution in accordance with applicable requirements of its State or accrediting agency and includes, but is not limited to the following:

- Attending a synchronous class, lecture or course activity, physically or online, where there is an opportunity for interaction between the instructor and students;
- Submitting an academic assignment;
- Taking an assessment or an exam;
- Participating in an interactive tutorial, webinar, or other interactive computer-assisted instruction;
- Participating in a study group, group project, or an online discussion that is assigned by the institution;
- or
- Interacting with an instructor about academic matters

Academic engagement does not include, for example, any of the following

- Living in institutional housing;
- Participating in the institution's meal plan;
- Logging into an online class or tutorial without any further participation; or
- Participating in academic counseling or advisement.

If a student has been designated as inactive, with 14 days of zero academic engagement or attendance during the course OR during the add/drop period, the faculty member will notify the Registrar's office using the Inactivity Formstack form. During the course's add/drop period, the student's inactivity will result in an administrative withdrawal. If the student is inactive after the course's add/drop period, the student's inactivity will result in a possible course withdrawal, which will remain on the student's academic transcript. If a student is absent from more than 25% of the course, this will result in the student receiving an automatic "F" failing grade and a Failing Grade form will be submitted to the Registrar's Office by the Faculty of that course.

Leave of Absence (LOA) Policy

A **Leave of Absence (LOA)** allows a student to take a temporary break from enrollment without permanently withdrawing from the College. The purpose of an LOA is to permit time for students to address personal, medical, financial, or other life circumstances that interfere with their ability to maintain active enrollment, with the expectation of returning to resume their studies.

Eligibility

To be eligible for an LOA, students must meet the following requirements:

- Submit a **written Leave of Absence Request Form** to the Registrar's Office.
- The request must be **signed, dated, and include the reason** for the leave.
- Requests must be **submitted prior to the start** of the leave period.
- There must be a **reasonable expectation** that the student will return to complete their program of study.

Duration

- A Leave of Absence **may not exceed 180 days** within any **12-month period**, as defined by federal regulations (34 CFR §668.22(d)).
- In most cases, this equates to **two consecutive semesters**.
- Students who **do not return** by the end of their approved LOA period will be **considered withdrawn** from the College.

Financial Aid Impact

- Federal financial aid regulations limit LOAs to a **maximum of 180 days** within a 12-month period.
- Students who fail to return from an LOA will be reported as **withdrawn effective their last date of attendance**, which will **affect loan repayment or grace periods**.
- Students are **strongly encouraged** to meet with the **Financial Aid Office** prior to submitting an LOA request to understand the financial implications of their leave.

Academic Impact

- Upon returning, students will typically **resume at the same point** in their program where they left off.
- Students should be aware that **course availability, academic deadlines, and program requirements** may change during the leave period.
- Prior to the leave, students must meet with their **Academic Advisor** to plan their return and confirm continued progress toward their degree or certificate.

Withdrawal Determination

If a student does not return at the conclusion of the approved LOA, the College must treat the student as a **withdrawal**. The **official withdrawal date** will be recorded as the **last date of academic attendance**, not the date the LOA was approved or requested.

Procedure for Requesting an LOA

1. Obtain a **Leave of Absence Request Form** from the Registrar's Office.
2. Complete the form, including the **reason for the leave** and the **expected date of return**.
3. Meet with both the **Financial Aid Office** and your **Academic Advisor** prior to submission.
4. Submit the completed form to the **Registrar's Office** before the start of the leave.

Note: This policy has been established in compliance with **U.S. Department of Education regulations** (34 CFR §§668.22(c)(1)(vi) and 668.22(d)) and must be followed by all students receiving federal financial aid.

Medical/Mental Health Withdrawal

The purpose of the medical/mental health withdrawal is to allow the student time away to focus on their health before returning to the classroom and campus community. This withdrawal will not be approved retroactively for any prior semesters. Per the prorated tuition refund policy (see pp. 29-30), no financial adjustment will be made for individual course withdrawals after the drop/add period unless the student totally withdraws from the college, then the tuition refund policy applies according to the appropriate timeline espoused on p. 30. If a student withdraws completely from the college, they will need to reapply to the college (unless they plan to return within a one-year time frame) in order to resume their studies at the college.

Students who need to withdraw after the drop/add period due to medical reasons (illness, injury, mental health issues, or hardships) related to the student or if the student is a primary caregiver of a family member in crisis may be considered for a medical/mental health withdrawal if the following conditions are met:

1. Fill out a medical/mental health withdrawal form in Formstack with the following documentation.
 - a. A personal statement explaining the reason for your request.
 - b. Documentation from a health care provider signed and dated on letterhead from the provider. Acceptable documentation may also include hospital bills, medical records, insurance papers and x-ray results.
 - c. Documentation must include the diagnosis and prognosis related to the medical/mental health condition.
 - d. Dates shown on medical documentation must correspond to the dates of the semester for which the student is submitting the withdrawal request.
2. Withdrawal requests must be submitted by the student to the Registrar and approved prior to the start of a new semester.
3. Students may submit this withdrawal request during their current semester and prior to their next semester of enrollment if re-enrolled within two semesters. After two semesters this appeal can no longer be approved.
4. A medical/mental health withdrawal will not be granted a second time in a future term for recurring or chronic conditions.

An approved withdrawal by the Registrar and Vice President for Academic Affairs in consultation with the President of the College will grant the student a "VWD" from their courses, and all applicable consequences stated above in the add/drop/withdrawing of courses policy will apply with the exception of no grade being issued for the courses.

Failing Grade Policy

If at the end of the semester, a student has received a final grade of "F" in a course, the faculty member for that course must fill out the Failing Grade form. This form will notify both the Registrar and Financial Aid office. This must be completed for every student who has received a final grade of "F". The Faculty member is to indicate the last date the student attended or was active in the course. This will affect the student's Title IV Financial Aid.

Grade Forgiveness

Students will be permitted to repeat a course in which they have received either an F or D grade. Students who desire to repeat a course in which a C- or better was earned must receive approval from the Vice President for Academic Affairs prior to registering for the repeated course. The first grade will be deducted from the attempted and earned cumulative totals but will not be physically removed from the permanent record. For all repeated courses, the last grade only will be computed in cumulative totals and grade point averages. Students are responsible for indicating at the time of registration that they are repeating courses. Applied music and independent or directed study courses are exempted from the grade forgiveness policy and may not be repeated. Students may not repeat courses at another institution and transfer the grade back to Trinity College for grade forgiveness.

Grade Appeal Policy

Grades are determined solely on the basis of the academic performance of each student according to pre-established criteria determined by the course instructor, printed in the syllabus, and consistent with College policies. Grade determination is the prerogative of the instructor, and students should be aware that the evaluation and grading of academic performance are subject to the professional judgment of each instructor. Considerable personal discretion is required in these judgments - a justifiable margin of difference can exist between the evaluations made by two or more professionals of the same person's academic performance. Students are entitled to compare their work in the course with the criteria applied in deciding the final grade for the course.

Accordingly, the course instructor is required to return major papers to students or to make such available for students until the end of the following term. Spring semester materials are to be available until the end of the Fall semester. A student may object to a course grade for one or more of the following reasons:

1. The methods or criteria for evaluating academic performance, made explicit by the instructor at the beginning of the course, usually in a course syllabus or as subsequently modified by the instructor, were not actually applied in determining the grade,
2. The grade was determined or influenced by criteria other than those explained by the instructor, or
3. The grade was incorrectly computed.

A student may appeal his or her final grade in a course only in the semester immediately following the one in which the grade was received. Appeals will not be considered after that time. The student who appeals a grade bears the full burden of proof that there are sufficient grounds for changing a grade. Only the final grade of a course and its means of determination may be appealed; grades on individual assignments may not be appealed.

A student who is considering a grade appeal must first discuss the grade with the instructor. The instructor is expected to explain the reason for the grade to the student. The instructor may recommend to the Registrar a change in the grade that is questioned. This should be done only in unusual circumstances. A written explanation (from the student) for the grade change should accompany the Change of Grade Form, which must be submitted to the Registrar. If that attempt fails, the student may continue his or her appeal by submitting a written request to the Vice President for Academic Affairs for a hearing. Since the burden of proof rests upon the student, it is important that the student include a clear and coherent statement (typed) with the reason for the appeal, together with any supporting documents the student may wish to include. Students may request that copies of supporting documents in possession of the faculty member be forwarded to the Vice President for Academic Affairs. All appeals will be thoroughly and fairly reviewed.

Upon receipt of the appeal, the Vice President for Academic Affairs will forward all materials to the instructor of the course for a written response within two weeks. A copy of the response will be forwarded to the student. The Vice President of Academic Affairs may request oral clarification from either the instructor or the student in preparation for an official appeal before the Academic Affairs Committee. The Academic Affairs Committee hears all unresolved grade appeals. The Vice President for Academic Affairs, as Chair of the Academic Affairs Committee, receives all requests for a hearing, sets the calendar, notifies all committee members and involved parties of the dates and times of the hearings, and informs students by written notice of the recommendations of the Committee. The members of the Committee are expected to disqualify themselves should a conflict of interest arise.

The Committee shall evaluate the appeal and vote to approve or deny it. Decisions of the Committee arrived at by secret ballot are to be determined by a majority vote. Such action must be taken within four weeks of the date of filing the appeal. The Committee is to reach one of the three following decisions:

1. Appeal affirmed and settled by consent: i.e., the Committee devises conciliation mutually acceptable to the student and the instructor who gave the grade. Should the acceptable conciliation involve a change of grade, the instructor will submit a Change of Grade Form.

2. Appeal affirmed and the Committee may submit a Change of Grade Form. In determining the student's final grade, the Committee will take into account all evidence of the student's academic performance in the course under appeal as well as the implications for the student's grade of the instructor's actions in the case in question.
3. Appeal denied; the original grade stands. The decision reached by the Committee is to be communicated by the Vice President for Academic Affairs in writing directly to the instructor and the student. The explanation for the decision will also be communicated.

Decisions by the Committee are final and binding on all parties.

Transfer Students

Students who have been enrolled in other institutions of higher education may apply to Trinity College to be admitted as transfer students. Official transcripts of student records from previous institutions must be sent directly from the institution to the Office of Admissions of Trinity College. It is the responsibility of the applicant to initiate the requests for transcripts. Students from other institutions may apply for the transfer of credits taken prior to their admission to Trinity College, provided the classes are compatible with their declared programs.

Transferability of Credits

Trinity College accepts the transfer of credits as part of its educational policy. The value or transferability of credits to and from Trinity College is determined according to the curricular requirements and at the discretion of the receiving institution. Decisions to accept transfer credits are not based on the source of an institution's accreditation, provided that agency is recognized as an institutional accreditor by the Council on Higher Education Accreditation. It is the responsibility of each student seeking the transfer of credits to initiate the request and confirm the acceptance of earned credits. Trinity College allows the transfer of credits in order to avoid the duplication of coursework and unnecessary expense where demonstrably comparable work can be shown.

Students from approved institutions of higher education will be given credit for courses which are applicable for the student's course of study at Trinity, provided such courses were completed with a grade of "C" or better. Grades earned in transferred courses are not used in computing the student's Trinity College grade point average. The final 32 credit hours and at least 50% of all major credit hours must be completed in residence at Trinity College in the Bachelor of Arts and Bachelor of Science programs. The final 30 credit hours and at least 50% of all major course credit hours must be completed in residence at Trinity College in the Associate of Arts program.

No credit will be allowed without an official transcript of previous work. In some cases, when a student is transferring from a non-accredited college, provisional credits in Bible, theology, and Bible-related fields may be allowed. These must be validated by the student's demonstration of ability to maintain a "C" or better grade point average in 30 semester hours of coursework at Trinity. Subjects in general education taken at a non-accredited institution may be transferable by examination.

Students who are transferring from an accredited institution that has been untimely disadvantaged due to the closure of his/her current institution will be allowed to transfer all of their applicable credits to Trinity College in order to complete their degree.

Advanced Credit by Testing

Students at Trinity College may earn up to 30-semester credits toward degree requirements by submitting satisfactory results from the following College approved testing programs:

1. Advanced Placement Examinations are given by the College Entrance Examination Board. Students take Advanced Placement courses in high school and may take the AP Examination at the end of each course. Students receiving a score of three will earn three semester hours of credit in the related subject area. Students receiving a score of four or five will earn up to six semester hours of credit in the related subject area.
2. College Level Examination Placement (CLEP) is a means by which students may earn college credit by obtaining a minimum score on an examination.

The following chart shows the passing standards required by Trinity College.

CLEP Examination	Score	Trinity Application	Credits
<i>Composition and Literature</i>			
American Literature	50	Sounds of Literature Elective	3
English Literature	50	Literature Elective	3
College Composition	50	ENC 1101/1102 - Fresh. Comp. I & II	6
<i>Social Sciences and History</i>			
American Government	50	History Elective	3
History of the United States I	50	History Elective	3
History of the United States II	50	History Elective	3
Human Growth and Development	50	Developmental Psychology	3
Humanities	50	Fine Arts Elective	3
Intro. To Educational Psychology	50	Educational Psychology	3
Introduction to Psychology	50	General Psychology	3
Introduction to Sociology	50	General Psychology	3
Social Sciences and History	50	History Elective	6
Western Civilization I	50	History Elective	3
Western Civilization II	50	History Elective	3
<i>Sciences and Mathematics</i>			
Biology	50	Darwinism & Gen. Elective	6
Calculus	50	College Math & Gen. Elective	4
Chemistry	50	Darwinism & Gen. Elective	6
College Algebra	50	College Math	3
College Mathematics	50	Math Elective & Gen. Elective	6
Natural Sciences	50	Darwinism & Gen. Elective	6
Precalculus	50	College Math	3

1. Defense Activity for Non-Traditional Education Support (DANTES) is a system of examinations offered by the Educational Testing Service by which students may obtain credit in particular subject areas.
2. Educational Experiences in the Armed Services are recommendations given to veterans that suggest equivalent course credit for experience and training in the armed services.

As with all transfer credits, only that credits that is applicable to degree programs at Trinity College will be accepted.

Florida's Statewide Course Numbering System (SCNS)

(Section 1007.24, Florida Statutes)

Some courses in this catalog are identified by prefixes and numbers that were assigned by Florida's Statewide Course Numbering System (SCNS). This numbering system is used by all public postsecondary institutions in Florida and by participating non-public institutions. The major purpose of this system is to facilitate the transfer of courses between participating institutions.

Students and administrators can use the online SCNS to obtain course descriptions and specific information about course transfer between participating Florida institutions. This information is at the SCNS website at <http://scns.fldoe.org>.

Each participating institution controls the title, credit, and content of its own courses and recommends the first digit of the course number to indicate the level at which students normally take the course. Course prefixes and the last three digits of the course numbers are assigned by members of faculty discipline committees appointed for that purpose by the Florida Department of Education in Tallahassee. Individuals nominated to serve on these committees are selected to maintain a representative balance as to type of institution and discipline field or specialization

The course prefix and each digit in the course number have a meaning in the SCNS. The listing of prefixes and associated courses is referred to as the "SCNS taxonomy." Descriptions of the content of courses are referred to as "statewide course profiles."

Examples of Course Identifier

Prefix	Level Code (First digit)	Century Digit (Second digit)	Decade Digit (third digit)	Unit Digit (Fourth digit)	Lab Code
ENC English Composition	1 Lower (Freshman) Level at this Institution	1 Freshman Comp.	0 Freshman Comp. Skills	1 Freshman Comp. Skills I	No Laboratory component this course

General Rule for Course Equivalencies: Equivalent courses at different institutions are identified by the same prefixes and the same last three digits of the course number and are guaranteed to be transferable between participating institutions that offer the course, with a few exceptions, as listed below in Exceptions to the General Rule for Equivalency.

For example, a freshman composition skills course is offered by 59 different postsecondary institutions. Each institution uses "ENC_101" to identify its freshman composition skills course. The level code is the first digit and represents the year in which students normally take the course at a specific institution. In the SCNS taxonomy, "ENC" means "English Composition," the century digit "1" represents "Freshman Composition," the decade digit "0" represents "Freshman Composition Skills," and the unit digit "1" represents "Freshman Composition Skills I."

In the sciences and certain other areas, a "C" or "L" after the course number is known as a lab indicator. The "C" represents a combined lecture and laboratory course that meets in the same place at the same time. The "L" represents a laboratory course or the laboratory part of a course that has the same prefix and course number but meets at a different time or place.

Transfer of any successfully completed course from one participating institution to another is guaranteed in cases where the course to be transferred is equivalent to one offered by the receiving institution. Equivalencies are established by the same prefix and last three digits and comparable faculty credentials at both institutions. For example, ENC 1101 is offered at a community college. The same course is offered at a state university as ENC 2101. A student who has successfully completed ENC 1101 at a Florida College System institution is guaranteed to receive transfer credit for ENC 2101 at the state university if the student transfers. The student cannot be required to take ENC 2101 again since ENC 1101 is equivalent to ENC 2101. Transfer credit must be awarded for successfully completed equivalent courses and used by the receiving institution to determine satisfaction of requirements by transfer students on the same basis as credit awarded to the native students. It is the prerogative of the receiving institution, however, to offer transfer credit for courses successfully completed that have not been designated as equivalent. NOTE: Credit generated at institutions on the quarter-term system may not transfer the equivalent number of credits to institutions on the semester-term system. For example, 4.0 quarter hours often transfer as 2.67 semester hours.

The Course Prefix

The course prefix is a three-letter designator for a major division of an academic discipline, subject matter area, or subcategory of knowledge. The prefix is not intended to identify the department in which a course is offered. Rather, the content of a course determines the assigned prefix to identify the course.

Authority for Acceptance of Equivalent Courses

Section 1007.24(7), Florida Statutes, states:

Any student who transfers among postsecondary institutions that are fully accredited by a regional or national accrediting agency recognized by the United States Department of Education, and that participates in the statewide course numbering system, shall be awarded credit by the receiving institution for courses satisfactorily completed by the student at the previous institutions. Credit shall be awarded if the courses are judged by the appropriate statewide course numbering system faculty committees representing school districts, public postsecondary educational institutions, and participating nonpublic postsecondary educational institutions to be academically equivalent to courses offered at the receiving institution, including equivalency of faculty credentials, regardless of the public or non-public control of the previous institution. The Department of Education shall ensure that credits to be accepted by a receiving institution are generated in courses for which the faculty possess credentials that are comparable to those required by the accrediting association of the receiving institution. The award of credit may be limited to courses that are entered in the statewide course numbering system. Credits awarded pursuant to this subsection shall satisfy institutional requirements on the same basis as credits awarded to native students.

Exceptions to the General Rule for Equivalency

Since the initial implementation of the SCNS, specific disciplines or types of courses have been excepted from the guarantee of transfer for equivalent courses. These include courses that must be evaluated individually or courses in which the student must be evaluated for mastery of skill and technique. The following courses are exceptions to the general rule for course equivalencies and may not transfer:

1. Courses not offered by the receiving institution.
2. For courses at non-regionally accredited institutions, courses offered prior to the established transfer date of the course in question.
3. Courses in the 900-999 series are not automatically transferable and must be evaluated individually. These include such courses as Special Topics, Internships, Apprenticeships, Practicums, Study Abroad, Theses, and Dissertations.
4. Applied academics for adult education courses.
5. Graduate courses.
6. Internships, apprenticeships, practicums, clinical experiences, and study abroad courses with numbers other than those ranging from 900-999.
7. Applied courses in the performing arts (Art, Dance, Interior Design, Music, and Theatre) and skills courses in Criminal Justice (academy certificate courses) are not guaranteed as transferable.

These courses need evidence of achievement (e.g., portfolio, audition, interview, etc.). Transferability is at the discretion of the receiving institution.

Courses at Non-regionally Accredited Institutions

The SCNS makes available on its home page (<http://scns.fldoe.org>) a report entitled "Courses at Non-regionally Accredited Institutions" that contains a comprehensive listing of all non-public institution courses in the SCNS inventory, as well as each course's transfer level and transfer effective date. This report is updated monthly.

Questions about the SCNS and appeals regarding course credit transfer decisions should be directed to the Registrar's Office or to the Florida Department of Education, Office of Articulation, 1401 Turlington Building, Tallahassee, Florida 32399-0400. Special reports and technical information may be requested by calling the SCNS office at (850) 245-0427 or at <http://scns.fldoe.org>.

Catalog Requirements

A student normally endeavors to fulfill the requirements set forth in the catalog in force at the time of entering college. However, a lapse in the matriculation of one or more semesters will require the student to fulfill the requirements of the catalog in effect upon reentry to the college. A student extending continuous enrollment more than eleven semesters will be required to fulfill the requirements of the catalog in force during the twelfth semester. If a new catalog comes into effect while a student is matriculating at the College, they may elect to come under the requirements of the new catalog by completing the appropriate form in the Registrar's Office. In all instances, students are responsible for knowing their program requirements and completing their program of study.

Declaration of Major

In order to enter one of the majors offered by the College, students must complete the Declaration/Change of Major Form. Students who wish to change their major must complete this application noting 'change of major.' This form should be completed electronically. Students must complete at least 50% of coursework in the major in residence at Trinity College. All students graduating with a Bachelor of Arts degree will receive a double major consisting of a Bible and Theology major along with their chosen major. Students may declare an additional major but should be aware that this may extend their program of study at the College beyond four years since an additional 30 credits in the major is required.

Transient Students

Students desiring to take special instruction outside the College must request permission from their academic advisor and must be authorized by the Registrar. This permission needs to be granted for each course. A Transient Student Letter should be requested from the Registrar by completing the Transient Student Form electronically and may only be approved under extenuating circumstances, usually when the course is not being offered by the college in the time necessary for a student to meet their requirements for graduation.

Auditing Classes

Persons not wishing credit may audit a course. No records of attendance or assignments are kept, and no grades are issued to auditors. An audit may not be changed to credit or vice-versa after the first week of class.

Alumni Auditing Classes

Alumni of Trinity College of Florida are allowed to audit courses at a rate of one per semester without charge. Additional courses during a semester will be charged at the current audit rate per course.

Academic Advising

Students will be assigned an advisor in their preferred field when they designate a major. Dual and Transient or non-degree-seeking students will be advised by the Registrar. Advisors are provided to assist students in planning course schedules each semester and to help in selecting the appropriate courses and electives that will best support the student's educational and vocational goals. In all instances, however, students are responsible for completing their program of study. Advisors cannot be held liable for student failure to meet specified program requirements. The college catalog should be studied carefully so that each student will be fully aware of all academic policies and procedures.

Academic Load

A full-time student is one who takes at least 12 semester hours. Usually, a student takes from 15 to 18 semester hours to maintain the pace of their academic program. Students with a cumulative grade point average (GPA) of 3.00 may take up to 21 semester hours.

Class Schedule

Trinity is on the semester plan with two semesters of sixteen (16) weeks each in the academic year, one 8-week semester in the summer, and a 1-week winter intensive. Classes meet for 50 minutes per week per credit. Most classes meet twice a week on either Mondays and Wednesdays or Tuesdays and Thursdays. A few classes meet once per week or in the evening for at least 2-1/2 hours. Some courses, being experiential by nature, do not have class periods, but instead, learning activities are designed by the instructor to achieve learning outcomes equivalent to traditional classes.

Class Cancellation Policy

Each class requires a minimum enrollment of seven students. If registration for a specific class falls below seven students, Trinity College may cancel the class. The decision to cancel a course comes at the discretion of the Registrar and Academic Dean.

Residency Requirements

Residency requirements at Trinity College apply to two areas of the Bachelor's degree curriculum:

1. At least the final 32 hours or final 25% of the degree, whichever is greater, must be completed in residence (online or in-seat learning);
2. A minimum of 50% of courses in a student's major must be completed in residence.

A student is in residence when they take courses at Trinity College, whether or not they live on campus.

Classification of Students

Student academic classifications are determined at the beginning of each semester based on the number of accumulated semester credit hours as follows:

Freshmen:	Up to 27 semester hours
Sophomores:	28 - 59 semester hours
Juniors:	60 - 93 semester hours
Seniors:	94 or more semester hours

Transfer Students are those who transfer to Trinity College from another college.

Full-time Students are those enrolled for 12 or more semester hours.

Part-time Students are those enrolled for less than 12 semester hours.

Probationary Students are those current students who earned less than a 2.00 GPA for the previous Semester as designated by the Vice President for Academic Affairs based on the Registrar's report. Entering students may also be designated as probationary by the Admissions office if they fail to meet all admission requirements.

Special Students are those enrolled in selected courses without regard for a prescribed course of study. This may only be done by permission of the Vice President for Academic Affairs. This includes dual-enrolled students. See trinitycollege.edu/dual-enrollment/

Audit Students are those who attend classes and pay required fees but who are not required to do assignments, take examinations, or attend classes regularly. No credit is given for classes that are audited. After the first week of class, a student may not convert an audit class to a credit class.

Americans with Disabilities Act (ADA)

Students with disabilities, both physical and learning, work with the Academic Affairs office regarding necessary accommodations. Trinity College is committed to providing equal educational opportunities for all students and assisting them in making their college experience successful. In compliance with the Americans with Disabilities Act and Section 504 of the Rehabilitation Act of 1973, Trinity College provides reasonable accommodations for students with currently documented disabilities ("Current" is defined as within three years from the time the request for accommodations is received). We request that students notify the Academic Affairs office of any special accommodations needed at least thirty (30) business days prior to the first day of class to help ensure the quality and availability of services needed.

Probation Policy

The success of students accepted or placed on probation requires institutional attention. The students have demonstrated in some way that they need academic assistance to be successful. Student success stabilizes the student body and serves the student by positioning them for the best chance of successful completion of their educational pursuits. This requires a 360° approach that includes academics, student life, and athletics (if applicable).

This probation policy applies to:

- Any student accepted to Trinity College of Florida on academic probation.
- Any returning student who failed to achieve a GPA (Grade Point Average) of greater than 2.0 the previous semester.

Academic Mentoring

Academic Mentoring is a required course for all students on probation regardless of probation level. This is a non-credit course. This course is required to ensure the student receives academic mentoring. *Failure to attend meetings with the Mentor or complete the requirements of Academic Mentoring will result in the loss of privileges to participate in athletics, any extra-curricular activities, and potential loss of eligibility for institutional aid.*

Academic Probation

A student whose GPA is below 2.0 the previous semester, and all incoming students who are accepted on probation, will be placed on level one probation for the following semester. This warning status requires the student to improve their academic performance and includes the following conditions for continued enrollment:

- Students will be limited to 12 credit hours or less per semester while on Level 1 probation.
- The student must sign a Student Agreement with the Director of the Learning Resource Center committing to weekly appointments with the Learning Resource Center on the main campus and other requirements as stipulated in the Agreement.
- The student must demonstrate that they are meeting all the course requirements in the weekly meetings with the Learning Resource Center.

Final Probation

A student who does not attain a GPA greater than 2.0 while on Academic Probation, will be placed on Final Probation the following semester. Students on Final probation will have the following stipulations and requirements:

- Traditional seated or online students will be limited to 12 credit hours or less.
- No extracurricular activities (sports, student groups, resident assistants, praise band, etc.) will be allowed while on Final Probation.
- The student must sign a Student Agreement with the Director of the Learning Resource Center committing to weekly appointments with the Learning Resource Center on the main campus and other requirements in the Agreement which may be adjusted to help the student succeed.

Academic Dismissal

A student whose GPA is below 2.0 for the semester in which they have been on Final Probation will be dismissed for an indefinite period. The student may not apply for readmission for one calendar year and must provide evidence of successful academic performance in another college or university as a part of the readmission process.

Probationary Continuation Appeal

A student who does not attain a GPA greater than 2.0 while on Final Probation, may appeal to their Academic Advisor and the Academic Dean for a continuation of one semester.

- Students who appeal for a continuation must first appeal to their academic advisor and receive approval before appealing to the academic dean.

Probationary Continuation

A student who is approved by their academic advisor and the academic dean for probationary continuation may continue enrollment under the following stipulations and requirements:

- Traditional seated or online students will be limited to 6 credit hours or less.
- No extracurricular activities (sports, student groups, resident assistants, praise band, etc.) will be allowed while on Final Probation.
- The student must sign a Student Agreement with the Director of the Learning Resource Center committing to weekly appointments with the Learning Resource Center on the main campus and other requirements in the Agreement which may be adjusted to help the student succeed.
- The student must meet with their Academic Advisor 4 times during the semester to show forward progress in their courses.

Academic Alert System for Reporting Poor Academic Performance

All professors will report to the Registrar any student who is in danger of failing his/ her course. The Registrar will then notify the Learning Resource Center and all other professors who have this student in class to clarify whether the performance is limited to one course. The Director of the Learning Resource Center will communicate the results of this online discussion to that student's Department Chairperson who will discuss with the student what is needed to improve class performance.

Academic Integrity

The expectation at Trinity College of Florida is that the principles of truth and honesty will be rigorously followed in all academic endeavors. In support of this aim, Trinity College of Florida requires all students to exhibit academic work.

A culture of academic integrity is built upon respect for others' work, commitment to doing one's own work, and intolerance for academic dishonesty in all its forms. This assumes that all work will be done by the person who purports to do the work without unauthorized aids. In addition, when making use of language and some ideas, not his or her own, whether quoting them directly or paraphrasing them into his or her own words, the student must attribute the source of the material in some standard form, such as naming the source in the text or offering a citation. Individual instructors are responsible to notify the Academic Dean and the Registrar within seven (7) days of the discovery of an offense. No information pertaining to the offense shall be disclosed to external entities such as relatives, colleges, employers, or agencies, except upon subpoena or by written permission of the student.

Definitions for Breaking Academic Integrity

Violations of academic integrity include, but are not limited to:

- Cheating - which is the use or attempted use of unauthorized material, information, electronic device, implement, or study aid in, for example, any test, quiz, academic exercise, or assignment without the instructor's permission.
- Plagiarizing - which is the unacknowledged adoption or reproduction of the ideas, words, data or statements of others; for example, fellow students, printed materials, or any digital materials.
- Fabricating or falsifying - which is the unauthorized falsification or invention of any data, information, or citation in an academic exercise, including the use of Artificial Intelligence (AI) generated assignments.
- Impersonating - which is assuming another individual's identity or allowing another individual to do so, for the purpose of fulfilling an academic requirement.
- Facilitating - which is helping or attempting to help another commit an act of academic dishonesty; for example, making an assignment available or using a mobile device to coach another.

If students have any questions or doubts about what cheating or plagiarism involves, or about how to acknowledge source materials, they should feel free to consult their professor, the Learning Resource Center, or the Vice President for Academic Affairs. The full policy on Academic Integrity is one of the announcements in every course syllabus in CANVAS LMS.

Penalties for an initial case of plagiarism are at the discretion of the course instructor and may include failure of the course. Penalties for repeated plagiarism in the same course or for plagiarism in multiple courses are at the discretion of the Vice President for Academic Affairs and may include expulsion from the college. Students may appeal a finding of plagiarism by filing a written appeal with the office of the Vice President for Academic Affairs no more than one week after the original decision. The Vice President for Academic Affairs will schedule a hearing in which evidence of the alleged plagiarism will be presented by the faculty member. The student, who may have another person present with them during the interview, will have an opportunity to reply. The Academic Affairs Committee by majority vote may decide on one of the following: a) Affirm the appeal and remove the penalty, b) Affirm that academic dishonesty did occur but reduce the penalty, c) Reject the appeal and affirm the imposed penalty, d) Reject the appeal and impose a more severe penalty.

Grading System

Courses at Trinity are evaluated in one of two ways

1. By Letter grade and grade points:

Letter Grade	Percent	Grade Points Per Hour	Explanation
A	94-100	4.0	Superior, marked initiative
A-	90-93	3.7	
B+	87-89	3.3	Excellent, above average
B	84-86	3.0	
B-	80-83	2.7	
C+	77-79	2.3	
C	74-76	2.0	Fair, satisfactory
C-	70-73	1.7	
D+	67-69	1.3	
D	64-66	1.0	Poor, less than average
D-	60-63	.7	
F	0-59	0.0	Failure, unsatisfactory
INC		0	Incomplete
RF		0	Repeated F
VWD		0	Voluntary withdrawal

2. By non-letter grade basis with no grade points:

Letter Grade	Grade Points Per Hour	Explanation
AU	0	Audit
CR	0	Satisfactory
NCR		

Graduation is based not only on the accumulation of credit hours, but also on the student's Grade Point Average (GPA). This is determined by dividing the total grade points earned by the total hours attempted. Failed courses (F) are included in the division and therefore lower the overall GPA. This negative impact on the GPA can be eliminated by the student retaking the course involved and earning a passing grade. Courses, which are graded as "Satisfactory," or "Unsatisfactory," do not carry any grade points, and thus the hours credited are not included in the division to obtain the GPA. GPA is based only on courses taken at Trinity College.

Incomplete Courses

In case of an emergency situation, such as a serious illness or death in the family, a student may request a grade of "INC" (extension request) in a course. In order to do this, a student must electronically submit a completed Request for Grade of Incomplete Form prior to the end of the semester and/or course. This extension must be approved by the professor and the Vice President for Academic Affairs. Students in their last semester will not be approved for an "INC." All work for courses in which an "INC" is given must be completed no later than four weeks after the end of the semester. After that time, the "INC" will automatically become a grade of "F."

Independent Study

An independent study is designed to provide a student with the opportunity to investigate areas of knowledge not covered in regular course offerings or to explore in greater depth areas of knowledge only touched on in regular courses. Each student should realize that the expectations and requirements will be at the same level as a regular classroom course.

The following guidelines will apply:

1. The student should submit to the Registrar a completed Application for Independent Study along with all requested accompanying materials at least one week prior to registering for the course. This application requires the signature of the professor directing the study, the student's advisor, and the Vice President for Academic Affairs. A student may register for an independent study no later than the Drop/Add Period in a semester.
2. Independent study will be limited to a total of six semester hours of the student's total college program.
3. A student must have successfully completed a minimum of 66 semester hours (earned or transferred) and have a 3.0 GPA in order to be eligible to apply for independent study.
4. Independent study will be considered part of a student's normal course load.
5. Independent studies should contain a minimum of 35 hours of study for each hour of credit requested.
6. All independent studies are only allowed to count for electives and cannot be a required course in any program.

Directed Study

Directed study is a regular course of study taken outside the normal class period with content and requirements very similar to those prescribed for the regular class. This method of study is an irregular way of meeting college course requirements and will be granted only under exceptional circumstances, such as an irresolvable schedule conflict when a student is close to graduation and cannot otherwise meet graduation requirements. Each student should realize that the expectations and requirements will be at the same level as a regular classroom course.

The following guidelines will apply:

1. The student should submit to the Registrar a completed Application for Directed Study along with all requested accompanying materials at least one week prior to registering for the course. This application requires the signature of the professor directing the study, the student's advisor, and the Vice President for Academic Affairs. A student may register for a directed study no later than the Drop/Add Period in a semester.
2. A student must have successfully completed a minimum of 66 semester hours (earned or transferred) in order to be eligible to apply for directed study.
3. Directed study will be considered part of a student's normal course load.

4. Directed studies are not permitted when a course is offered as an in-seat or online course during a particular semester.
5. Directed studies should contain a minimum of 35 hours of study for each hour of credit requested.

Internship

Students enrolled in the Bachelor of Arts degree programs except for Theology majors are required to participate in a minimum two-semester internship program in their specialized fields. The internship program is practical fieldwork in a specialized area of ministry and will be supervised by the student's academic advisor. A written report of the field experience will be submitted at the end of the second semester and will be graded by the academic advisor. It will be graded as satisfactory or unsatisfactory.

Trinity Online Courses

Trinity College of Florida offers courses utilizing an online mode of learning. Every course is created based on a traditional class syllabus. All assessments are based on the week's readings and/or lecture topics. The courses are kept up to date by incorporating current topics and online teaching methods. All courses require a weekly forum discussion and may include collaborative projects with other students in the course. It is the student's responsibility to retain copies of all written assignments, even those submitted to Canvas.

During the Fall and Spring semesters, traditional students can enroll in online courses if they have time conflicts with other classes, work conflicts, or would like to take extra courses. The online mode allows students who cannot meet at a scheduled time the opportunity to engage at a time that works best for them. The traditional Summer semester is typically comprised of all online courses. The courses are intended to give the opportunity for both students and instructors to interact. Students who are working toward an Associate or a Bachelor of Arts degree may take courses online (as available). The Bachelor of Science degrees can be completed fully online.

Trinity Quest Degree Completion

Trinity College, through its Trinity Quest program, offers three-degree completion majors in a modular format in which students meet one day per week for about two years in order to finish their college degree. The focus of classroom instruction is the practical application of course content. Therefore, significant emphasis is placed on a practical project that produces a demonstration of content learning. Because the emphasis is on a practical application of learning, the philosophy of the class is student-centered and primarily a flipped-classroom approach. Most of the content instruction will take place in the LMS, while class meetings will be for major project work. The goal of the class time is to allow the students to practice the disciplines needed for the completion of the course project or to work on the course project itself. The role of the instructor would be to briefly summarize the course content of the week and mostly bring their expertise to bear on the student's project.

Incoming students are required to be at least 24 years of age with at least 60 credits of completed experience. The Trinity Quest program offers majors in Organizational Leadership, Business Organizational Leadership Church Management Concentration, Christian Ministry, and Counseling Psychology which lead to a Bachelor of Science degree. Further information about admission requirements and program details may be obtained from the Trinity Quest Offices or the Trinity Quest Degree Completion section of this catalog.

NOTE: It is necessary for students to keep their contact information (email and phone) current with the Trinity Quest

Records

Privacy Rights

Trinity College, in accordance with the Family Educational Rights and Privacy Act of 1974 (FERPA) as amended, guarantees any student who is or has been in attendance at Trinity College the right of access to inspect and review educational records subject only to certain specific exceptions. With other limited exceptions, no personally identifiable information from educational records is to be disclosed to any third party by any employee of Trinity College without the written consent of the student.

Each student is guaranteed an opportunity to challenge the accuracy of information contained in any file or record to which the student may have access, including the right to a hearing if so requested. Each student also has the right to file a complaint directly with the U.S. Department of Education whenever the student believes that the rights afforded the student by the college policy or the Family Educational Rights and Privacy Act have been violated. Copies of the complete college policy statement on student records may be obtained from the Registrar's Office.

Transcripts

The Registrar keeps a transcript of all credits earned by each student. Transcripts are issued upon receipt of a completed electronic Transcript Request Form and clearance from the Business Office. A fee of \$5 is charged for each transcript. A fee of \$25 is charged for each transcript needed on an emergency basis. No transcript will be issued unless all financial obligations owed by the student to the College have been fulfilled.

Records Retention Policy

The transcript (a permanent record) is the historical record of the student's academic performance at Trinity College. It contains the term-by-term record of enrollment in courses, grades awarded, and degrees conferred. The transcript, along with a record of Christian service activities and credit, is retained permanently in the student's file.

The student's file also contains supplemental material associated with admission to Trinity College, enrollment, and graduation. Examples include petitions for exemptions to policies, degree audits, evaluations of transferred work, Declaration of Major Forms, and miscellaneous correspondence. These supplemental materials are retained for seven years after the student's last day of attendance and are then destroyed.

Academic Honors

Dean's List

After the conclusion of each semester, students who are full-time and have achieved a Grade Point Average of 3.50 and above are placed on the Dean's List. Students will receive a certificate to honor their achievement.

Graduation Honors

At graduation, Trinity College will recognize each student who achieves a high cumulative grade point average. Students who attend at least two sequential years immediately preceding graduation are eligible to be presented with honors at graduation and will be awarded appropriate honor cords and sashes. Students who have earned at least 60 credit hours in residency will be honored according to the following cumulative GPA scale:

- 3.50 to 3.74 Cum Laude/With honors
- 3.75 to 3.89 Magna Cum Laude/With high honors
- 3.90 to 4.00 Summa Cum Laude/With highest honors

Two students will be selected from each of the graduating classes (Bachelor of Arts and Bachelor of Science) for Valedictorian and Salutatorian. Qualifications are based on highest overall academic performance, exemplary moral and spiritual character, and potential for future ministry.

Retention and Graduation Rates

Trinity College of Florida is engaged in the ongoing collection of retention and graduation rates. For the past 5 years, the percentage of new freshmen still enrolled at the start of the next academic year has been as follows:

- Fall 2024 freshmen who returned in Fall 2025: 38%
- Fall 2023 freshmen who returned in Fall 2024: 25%
- Fall 2022 freshmen who returned in Fall 2023: 17%
- Fall 2021 freshmen who returned in Fall 2022: 28%
- Fall 2020 freshmen who returned in Fall 2021: 53%
- Fall 2019 freshmen who returned in Fall 2020: 64%

Graduation rates are calculated by computing the percentage of the entering first-time, full-time students who graduate from the College within six years and are as follows:

Fall 2020 freshman who graduated by May 2026: 28%

Fall 2019 freshman who graduated by May 2025: 9%

Fall 2018 freshmen who graduated by May 2024: 0% (COVID ERA)

Fall 2017 freshmen who graduated by May 2023: 0% (COVID ERA)

Academic Programs

The academic programs of Trinity College are designed to prepare students to serve Christ in every vocation. The Certificate Programs and the Associate of Arts degrees have the same mission and compatible goals as the four-year degrees but involve fewer credit hours.

Bachelor of Arts

The Bachelor of Arts is the degree that each four-year graduate of the College receives. Within the B.A., each student selects a major from among Business Organizational Leadership (Leadership Concentration, Sports Leadership Concentration or Church Management Administration Concentration), Ministry (Intercultural Studies Concentration, Pastoral Ministry Concentration, Worship Ministry Concentration, or Youth Ministry Concentration), Elementary Education, Interdisciplinary Studies, Psychology, or Psychology (Counseling Concentration), and Theology. These majors provide thorough Biblical knowledge, advanced theological studies, and professional preparation for various facets of Christian ministry or preparation for further study.

In the following pages, each major or emphasis is presented in a recommended four-year layout. Students are encouraged to follow the recommended sequence as closely as possible. While students are not prohibited from changes in the sequence, following it ensures that students will finish their programs in a timely manner with the fewest conflicts.

Core Curriculum

All students planning to receive the B.A. are required to complete the Core Curriculum and any other requirements that are specified for the major they select. The Core Curriculum is divided into four areas, the first three being general education and the fourth being Bible, requiring at least 36 credit hours.

The general education segment of the Core Curriculum provides intellectual preparation in the mastery of basic tools and skills of thought, learning, and academic preparation in acquiring the general knowledge which is the foundation for more specialized studies. Students successfully completing the General Studies Core Curriculum will demonstrate:

1. College level competence in the general intellectual skills that form the foundation for all learning: reading, writing/composition, rhetoric and logic;
2. A broad academic knowledge of Western culture, integrating themes from its history, science, philosophy, politics, literature, art, and music;
3. An ability to integrate a Christian worldview into their understanding of general studies content.

The Bible segment of the Core Curriculum provides a basic academic knowledge of the Bible's content and doctrines, as well as, the skills necessary for its proper interpretation and the ability to apply the Bible to personal life situations and to articulate the Biblical message to others. A student successfully completing the Bible Core Curriculum will demonstrate:

1. A general knowledge of the content of Scripture,
2. A general knowledge of the content of Systematic Theology,
3. Knowledge and skills for accurate Biblical interpretation, application to life situations, and communication of the Biblical message to others.

The Core Curriculum for the majority of our majors is made up of the following courses:

Area I: Humanities and Fine Arts		Area IV: Bible and Theology	
English Composition I	3	Bible	
English Composition II	3	Basics of Biblical Living	3
Introduction to Public Speaking	3	Christian Belief and Scripture	3
Introduction to Philosophy	3	Old Testament Law and History	3
General Education Electives	6	Old Testament Poetry and Prophecy	3
Literature Elective	3	Life and Revelation of Christ	3
Fine Arts Elective	3	New Testament History and Letters	3
		Romans	3
		Hermeneutics	3
Area II: Social and Behavioral Sciences		Bible and Theology Electives	3-9
College and Career Success	3	Theology	
General Psychology	3	Systematic Theology I: Prolegomena, Bibliology, and	3
History Elective	3	Theology Proper	
		Systematic Theology II: Christology, Pneumatology, and	3
		Angelology	
Area III: Natural Sciences & Mathematics		Systematic Theology III: Anthropology, Hamartiology, and	3
Mathematics Elective	3	Soteriology	
Science Elective	3	Systematic Theology IV: Ecclesiology, Eschatology, and	3
		Contemporary Theology	
		Apologetics	3
		Theology Elective	3
		Interdisciplinary Bible-related	
		Evangelism and Discipleship	3
		World Missions and Religions	3
		Advanced Research Writing	3

Graduation Requirements for Bachelor of Arts Programs

All of the following requirements must be met in order to graduate and receive a Bachelor of Arts degree from Trinity College: (To see the graduation requirements for the Certificate and Associate of Arts degrees, please go to pages 70-74.)

1. Satisfactory completion of a minimum of 123 semester credit hours with at least a 2.0 cumulative grade point average including completion of all Core Curriculum, major, Chapel, and Christian Service requirements. The final 32 credit hours and at least 50% of all major credit hours must be completed in residence at Trinity College.
2. Satisfactory completion of Bible Theology Test.
3. Satisfactory completion of all Trinity College assessment procedures.
4. Continued evidence of a consistent genuine Christian testimony.
5. Continued essential agreement with the Doctrinal Statement of the College.
6. Satisfactory fulfillment of all financial obligations to the College. No degree will be granted or transcript provided to a student with an outstanding financial obligation to the College.
7. Affirmative recommendation by the faculty, Vice President for Academic Affairs, and the Board of Trustees.

Bachelor of Science

Introducing Trinity Quest

Trinity College of Florida's Trinity Quest program is designed to meet the needs of adult students preferred to be at least 24 years of age with a minimum of 60 transferable college credits. Typically, students are employed full-time and are interested in completing their bachelor's degree in evening classes, or online, while continuing their employment. Adults seeking a career change, newly empty nesters, nonclergy, and clergy alike are enrolled in Trinity College of Florida's Trinity Quest program. Open enrollment provides opportunities for individuals to begin classes with two start dates in the spring, one in the summer and two in the fall each year. Students attend classes year-round, one night a week on campus or online. Classes are designed for the working adult, taught by highly qualified professors who relate well to adult students and make each course an exciting and valuable learning experience.

The Trinity Quest degree completion track offers three Bachelor of Science degrees with majors:

- Business Organizational Leadership
- Christian Ministry – Pastoral Ministry
- Christian Ministry – Women's Ministry
- Counseling Psychology

Majors are designed to bring a heightened level of professional skills and ministry effectiveness to the workplace. Most applicants can know their acceptance status within a few days of beginning the application process.

Quest Instructional Modules

Two semesters and a summer session each year for two years (four regular and two summers). Internships and capstone courses would be 16-week courses in either fall or spring.

Each fall or spring semester would contain two 8-week modules of two classes each module. Summer classes are two classes each session.

Each class would require 127.5 hours of instruction (37.5 hours) and assignments (90 hours) (ABHE). The instruction will take place through 16 hours of meetings for each course as well as an additional 21.5 hours or virtual instruction through the LMS. The 90 hours of work in the content area would be fulfilled through assignments and projects such as reading, research, writing, and practical projects.

Quest Program Location/Times

Trinity College of Florida campus,
Mondays, 6:00 pm - 8:00 pm and 8:00 -10:00 p.m.

Options for Earning Additional Credits

Students entering the Trinity Quest program with fewer than 69 credit hours, or who must still meet general education requirements, may earn credits by taking online courses referred to as backfill courses. Students may also earn up to 24 additional credits through Trinity Quest electives and the following methods:

CDC

Credit by Demonstrated Competency (CDC) may be awarded to individuals who have acquired substantive life learning through various sources, including workshops, seminars, self-study, noncredit classes, training programs, and work experiences. The College evaluates and grants appropriate credit where substantive life learning is documented and demonstrated from these sources.

CLEP

College Level Examination Program (CLEP) is a means by which students may earn college credit for select courses by obtaining a minimum score on an exam that is a national standard.

DANTES

Defense Activity for Non-Traditional Education Support (DANTES) provides qualified individuals with military experience appropriate college credit for select military courses.

Graduation Requirements for Bachelor of Science

All of the following requirements must be met in order to graduate and receive a Bachelor of Science degree from Trinity College:

1. Complete 121-124 semester hours acceptable to the College including the following:
 - a. 61-63 hours in the Trinity Quest program (with at least a 2.0 cumulative grade point average on all Trinity Quest course work.
 - b. 60 transferable credit hours.
 - c. 1 credit hour course Introduction to Quest Program.
2. Satisfactory completion of the Bible Theology Test and Trinity College assessment evaluations.
3. Satisfy all financial obligations to the College and be in good standing with the College.
4. Satisfy Christian Service requirements.
5. Show continued evidence of a consistent, genuine, Christian testimony.
6. Show continued essential agreement with the Doctrinal Statement of the College.
7. Be recommended for graduation by the faculty, Vice President for Academic Affairs, and the Board of Trustees.

Honors Program

Purpose

The Honors Program at Trinity College of Florida is a cohort-based community of learners dedicated to pursuing excellence in discipleship to Christ through rigorous scholarship, meaningful community, and growth in Christian virtue. The content of the program revolves around the classical ideas of the true, the good, and the beautiful, and the expression and fulfillment of these ideals in Christ.

Honors Program Content

Honors Coursework

To graduate with Honors, students must complete at least six approved Honors courses. Courses that are pre-approved for the Honors Program and that are offered as part of a regular rotation include:

- THEO 3341 Readings in Christian Thought/Theology 1 (Classical Period)
- THEO 3412 Reading in Christian Thought/Theology 2 (Modern Period)
- HIST 2301 History of Civilization
- THEO 3303 C. S. Lewis: Apostle to the Skeptic
- HNRS 3211 Great Books Honors Seminar I
- HNRS 3212 Great Books Honors Seminar II

These courses may fulfill existing elective requirements in most students' degree programs. Students should consult with their academic advisors and the Honors Program Director in scheduling and registering for the specific Honors course offered each semester.

Honors Trip Courses

Honors Students have the opportunity to enrich their education through first-hand experience in important historical and cultural settings (within the U.S. or abroad, as in Israel, Greece, Italy, and the United Kingdom).

Students may earn course credit for these trips by taking the connected class (requiring an additional fee) taught by the Honors Program Director.

All Honors Students are required to attend at least one Honors Trip prior to graduation (though encouraged to attend as many as possible). While students are responsible for their own costs, limited scholarships are available for qualified Honors students to assist with expenses.

Honors Summer Reading

During the summer breaks, Honors Students will be assigned and provided with selected readings that connect closely to key Honors Program themes and ideas. Students will then discuss and reflect on these readings together in regular meetings during the academic year.

Honors Colloquium

During the academic year, Honors students meet with the Honors Director for regularly scheduled colloquium meetings. In these meetings, students build community by sharing refreshments and discussing provided readings. All Honors students are expected to attend and regularly contribute to these meetings.

Advanced Research Writing

Most senior students at Trinity College of Florida are required to complete Advanced Research Writing (ENC 4313), a course that facilitates a research project related to the student's major area of study.* Honors Students will successfully complete this project, and will be given additional Honors requirements by the Honors Program Director to set their project apart, in keeping with the high expectations of the Honors Program.

*Students whose major does not require the Advanced Research Seminar will work with the Honors Program Director to complete the project during the semester of graduation.

Benefits of the Honors Program

The Honors Program is about shaping students into Christian thinkers who pursue excellence in all aspects of their lives. In the process, students gain a wide array of beneficial experiences and new perspectives that equip them well to lead and succeed wherever God calls. These benefits include:

- A Christian worldview, providing a biblical approach to life's ultimate questions
- A well-rounded exposure to the great ideas that have shaped our culture
- Christ-centered relationships with faculty and fellow students
- Advanced communication and critical thinking skills, sharpened through constructive discussion, rigorous research and writing, and regular faculty guidance and feedback
- Official recognition and documentation of advanced academic standing, helpful in bolstering resumes, starting careers, and/or pursuing graduate studies
- Enriching domestic and international student trips (that can also earn course credit)
- Rewarding volunteer and community service opportunities promoting personal growth

Application Process

Students who desire to join the program should request the Honors Program Application from the Honors Program Director during their freshman year, with the goal of entering the Program in the Fall of their sophomore year.

By nature, the Honors Program is selective and competitive in membership. The applicants most likely to be accepted will have a high school and/or college GPA of 3.5 or higher, and will be expected to maintain this GPA throughout their time in the Honors Program in order to continue in membership. Current Honors students are also expected to participate regularly in Honors Program events, activities, and trips while enrolled.

After completing the Honors Program Application, well-qualified applicants will be contacted by the Honors Program Director to complete a personal interview and will receive official notification of their admission status afterward