



Th.M. Student Manual



2022-2023

SCHOOL *of* THEOLOGY

BILLY GRAHAM SCHOOL
of MISSIONS, EVANGELISM
and MINISTRY

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This manual is a digest of current policies and procedures for the ThM program. For the answer to questions not answered in the manual, please contact the Assistant Director of Research Doctoral Studies (502-897-4064; email thmphd@sbts.edu; Norton 167).

Please note that official communication from the Research Doctoral Studies Office will normally come via seminary email accounts. Professors and students are responsible for any information or instructions delivered through this means that may be pertinent to their programs.

1 TH.M. PROGRAM OVERVIEW

The Research Doctoral Studies office exists to maintain and increase our confessional academic programs, producing high quality graduates who contribute to the church and to the academy. The Master of Theology (Th.M.) degree provides an important step in pursuing further studies, most likely a Ph.D., by allowing the student to increase his/her knowledge in an area of concentration and produce a significant research paper. The Modular Th.M. broadens and deepens the student's knowledge through taking four area seminars (New Testament, Old Testament, Church History, and Systematic Theology) and writing a thesis informed by all four disciplines.

1.1 TH.M. CURRICULUM

1.1.1 TH.M.

The Th.M. follows a three-semester course of study, totalling 25 credit hours. During the course of the program, the student will complete 2 introductory courses (Foundations for Theological Studies and Graduate Research Seminar), 18 hours of advanced coursework (M.Div. electives and/or Ph.D. seminars, and 2 Th.M. capstone writing courses (Th.M. Supervised Research Experience and Th.M. Guided Mentorship).

Students begin the capstone writing project under the guidance of an assigned advisor who will guide them through the research and writing process.

The Th.M. can be earned in 4 areas of concentration:

- Biblical Studies
- Historical and Theological Studies
- Philosophy and Theological Studies
- Practical Theology

At least 12 of the 18 hours of coursework must be taken within the chosen concentration area, completed in any format (residential, modular, or online). Per approval of the RDS office, one course may be completed through independent study, either at SBTS or through another approved institution.

1.1.2 MODULAR TH.M.

The Modular Th.M. is designed as a five-semester course of study, which consists of 25 credit hours. These involve 2 introductory courses (Foundations for Theological Studies and Graduate Research Seminar), 4 area seminars (New Testament, Old Testament, Church History, and Systematic Theology), and writing a master's-level thesis consisting of five courses to facilitate the writing process.

Students begin the program under the guidance of an assigned advisor who will lead them through the program.

1.2 PROGRAM OUTLINE

1.2.1 TH.M.

Graduate Research Seminar	2 hours
Foundations for Theological Studies	2 hours
Advanced Coursework (master's-level electives/Ph.D. seminars)	18 hours
Th.M. Supervised Research	2 hours
Th.M. Guided Mentorship	1 hour

1.2.2 MODULAR TH.M.

Graduate Research Seminar	2 hours
Foundations for Theological Studies	2 hours
4 Core Seminars (4 hours each)	16 hours
Thesis Proposal	1 hour
Thesis Research and Writing (1 hour each)	4 hours

2 ADMISSION PROCESS

SBTS has one of the largest doctoral programs in the country. Since SBTS includes a sizable faculty of supervisors and is a tuition-funded program rather than scholarship-based, we can maintain a larger enrollment than most schools. At the same time, we are always striving to maintain and increase the quality of our student body. As a result, our admissions process has several key steps to ensure we accept the most qualified students.

2.1 ADMISSION OVERVIEW

2.1.1 ADMISSION PREREQUISITES

The Th.M. application requires the following:

- An M.Div. or its equivalent for all degrees with the exception of practical theology, for which an approved 61-hour MA is acceptable.
- A minimum master's-level cumulative grade point average of 3.0 on a 4.0 scale.
- TOEFL (for international applicants) with a minimum score of 90.
- WES transcript evaluation (for international applicants)
- For the biblical studies concentration, the student's M.Div. must include a minimum of 9 hours of biblical languages (Greek and/or Hebrew)

M.Div. equivalency consists of a first theological master degree, such as an M.A.T.S. or M.A.C.E., with additional courses in each area covered in the M.Div. degree. Specifically, M.Div. equivalency requires the following credits:

M.Div. Equivalency

Subject Area	Hours Required
Hebrew and Greek	9
Old Testament	6
New Testament	6
Hermeneutics	3
Church History	6
Systematic Theology	9
Philosophy	3
Ethics	3
Preaching/Teaching	3
Evangelism	3
Missions	3
Counseling	3
Leadership/Family Ministry	3
Additional Electives	12
Total	72

2.1.2 APPLICATION PROCESS

During the admission process the student will complete the online application, submitting the following; application, church/pastoral recommendation, official transcripts, references, spiritual biography, TOEFL scores and WES evaluation (if required).

2.1.3 APPLICATION DEADLINES

The Admissions and Research Doctoral Studies offices process Th.M. applications continuously throughout the year. Applicants should allow up to 4 weeks from submitting all materials to receiving decision letters and beginning classes. Thus, we recommend targeting the following submission dates to ensure that students are able to register and begin classes in their desired term:

- Fall term – July 1
- Winter/spring term – November 1
- Summer term – May 1

These dates are especially important for students who intend to take courses online, since online terms may begin earlier than on-campus semesters.

For the Modular Th.M., the application deadlines are as follows:

- Fall term – June 1
- Spring term – November 1

2.2 DEFERRAL OF MATRICULATION

Students who are unable to matriculate into the semester for which they applied for must request permission to defer. The student must indicate this request to the RDS office. Deferral is permitted for up to two semesters, after which the student must reapply. Specific guidelines for deferrals include:

- Deferrals are granted on a case by case basis after RDS review.
- Deferrals are for up to one year (two semesters).
- If a student cannot matriculate at the end of the one year deferral, the student must then reapply for the program. The student will need to submit transcripts of any education done during the deferral and a letter explaining the cause of the deferral and an explanation of how the circumstances of the deferral have been resolved.
- A student who is a member of a military reserve unit and whose studies must be deferred by a call to active duty must inform Academic Records of his or her call to active duty and the duration of the call. The student shall then be granted a deferment from his or her academic program.
- International students residing in the United States on an F1 Visa must contact the Manager for International Services prior to applying for deferral. Any time off from the program may affect F1 Visa status.

2.3 DECISION REASONS

It is the policy of the RDS office that neither the professor nor the RDS office shall divulge the reasons for denial. If a student asks about the admission decision, a professor may direct the question to the RDS office.

2.4 PROVISIONAL STATUS

Some students may be placed on provisional status upon entrance into the Th.M. program during which time, they shall receive close monitoring to assure that he or she is progressing well in the program. If in the judgment of the faculty or the RDS Director, there is any question of the student's readiness for Th.M. work, the student may be admitted with provisional status.

If a student under provisional status does not earn acceptable grades during the first semester of study, he or she will be placed on academic probation the following semester.

A student who is admitted on provisional status but does not meet the expectations of an assigned faculty advisor may be administratively withdrawn from the program.

3 TH.M. PROGRAM DETAILS AND STRUCTURE

3.1 PROGRAM DETAILS

3.1.1 REGISTRATION

Students must register for a course (or apply for interrupted status) each semester for the duration of their degree. Registration must be completed by the first week of the semester or students will be charged a \$250 late registration fee.

Failure to register or apply for interrupted status for any semester prior to the completion of all degree requirements may be interpreted as withdrawal from the program.

ADD

During online registration, schedule adjustments may be made without penalty until online registration closes. After the close of online registration, courses may only be added by exception. Applications for exception to this policy may be made through Academic Records and the RDS office and are subject to late registration fees.

DROP

Students may drop classes via my.sbts.edu until the 3rd Monday of the fall and spring semester (including winter/summer courses). Classes dropped during this period do not appear on the transcript. Courses dropped after the drop period fall under the withdrawal policy. Occasionally, a student may request permission to drop a course late in the semester due to unforeseen circumstances. In these instances, the professor has the prerogative to allow or deny the student to drop the course.

WITHDRAW

After the end of the online drop period, students can only withdraw from courses by using the online Student Course Withdrawal Form up until October 31 or March 31 for fall or spring respectively. To avoid a failing grade, a student must officially withdraw from a class. A grade of “WP” (withdraw passing) or “WF” (withdraw failing), which does not affect the student’s GPA, will be assigned.

3.1.2 MATRICULATION

After being accepted, students officially indicate their intention to begin the program by submitting the Matriculation Form provided by the RDS office.

Once matriculated, unless a student is on approved interrupted status, he or she must register for courses each semester until a capstone writing project has been submitted, or until withdrawn from the program.

The maximum length of time to complete the Th.M. program is 6 semesters, or 3 years.

3.1.3 PROGRAM FEE

Th.M. tuition is based on a fixed program fee, determined each year by the Board of Trustees. After a \$1,000 down payment, payments are then broken up across 18 months. If a student finishes in less than 18 months the entire program fee is due before the student can graduate.

If a student has not completed the course of study after 3 semesters, there will be a continuation fee assessed for each subsequent semester of \$1000.

3.1.4 COOPERATIVE PROGRAM COURSE

The Cooperative Program course is a one-time, non-curricular requirement for all students entering Southern or Boyce. The class must be completed by the end of a student’s first year of study. To pass the course, students will listen to a series of MP3 lectures and take corresponding quizzes scoring a final overall average of 80% or higher. Students who do not complete the course by the end of their second semester of study will not be able to register for future classes until the requirement has been met.

3.1.5 GRADUATE RESEARCH SEMINAR (GRS) & FOUNDATIONS FOR THEOLOGICAL STUDY (FTS)

Every Th.M. student must complete 2 RDS general courses during the first semester of the program: 81020 Graduate Research Seminar and 81260 Foundations for Theological Studies. Each is offered in both August and December to accommodate both residential and modular students, although students may choose in which month to take the class.

GRS is an online, self-paced course which students should complete immediately upon matriculation. FTS is an on-campus modular-format course.

3.1.6 PH.D. SEMINARS

If students intend to take Ph.D. seminars, these should normally be taken in the 2nd and 3rd semesters of their program. Some students will not be allowed to take PhD seminars until after their 1st semester.

3.1.7 GRADING POLICY

The minimum passing grade in any course taken in the Th.M. program is a “B-”. A student who earns a lower grade will not receive credit for that course and will be placed on academic probation. Following a semester of academic probation, the RDS Director may consult with faculty who are acquainted with the student’s work for an evaluation, and will determine whether the probationary status should be removed and the student allowed to continue in the program.

3.2 TH.M. CAPSTONE WRITING PROJECT

3.2.1 CAPSTONE WRITING PROJECT OVERVIEW

In the Th.M. Capstone Writing Project, the student must produce a significantly longer research and writing project than a standard M.Div. course allows.

The capstone project should be 8,000-15,000 words in length and conform to the SBTS Style Manual. In the first writing course, 44560 Th.M. Supervised Research Experience, the student will be required to submit a research paper completed for a previous graduate-level seminary class related to their area of concentration, which they will revise and expand to the length and quality of a journal article. Alternatively, with the approval of the RDS office and a supervising faculty member, students may submit a proposal for writing a new research paper based on original research. Specific requirements for each option will be provided in the syllabi for the two capstone writing courses.

To facilitate the research and writing process, students will enroll in 2 capstone writing courses, which should be completed in consecutive semesters (44560 Th.M. Supervised Research Experience and 81900 Th.M. Guided Mentorship). For most students, these will be completed in the second and third semesters in the Th.M. program. In some cases, students may complete both courses in the same semester, if necessary.

Upon registering for the first capstone writing course (44560 Th.M. Supervised Research Experience), each student will be assigned to a faculty advisor by the RDS office. Students may indicate their preference for a particular advisor, but the final decision will be based upon the research topic, the faculty member’s availability and agreement to supervise, and the approval of the RDS office.

The student’s relationship with his or her faculty advisor is a crucial component in the program experience. As the student progresses through his or her capstone research and writing process, this relationship will become integral to the completion of the degree. Advisors should meet with each assigned student according to the requirements of the writing courses 44560 Th.M. Supervised Research Experience and 81900 Th.M. Guided Mentorship, and additionally as needed. It is the responsibility of the student to take initiative in contacting the advisor and scheduling the required meetings for these courses.

The final draft of the capstone project must be approved by the assigned faculty advisor prior to final submission. It does not require an oral defense. Its acceptance and grade will be based on the RDS Grading Rubric completed by the supervising faculty..

3.2.2 THESIS-SPECIFIC COURSEWORK/REQUIREMENTS

Semester	Registered Capstone Writing Course	Meetings with Advisor	Work Produced
1 st	None	None	None
2 nd	44560 Th.M. Supervised Research Experience	1	Rough Draft
3 rd	81900 Th.M. Guided Mentorship	1	Final Draft

44560 Supervised Research Experience and 81900 Guided Mentorship are independent study courses contracted with an individual professor.

The final draft of the 8,000-15,000 word capstone project will be completed and submitted during the 81900 Guided Mentorship course. Note: The final thesis must be completed and turned in for evaluation by **October 15** for a fall semester and **March 15** for a spring semester.

3.2.3 REQUIREMENTS FOR TH.M. CAPSTONE WRITING COURSES

Semester	Registered Thesis Writing Course	Meetings with Thesis Advisor	Work Submitted
1 st	None	0	N/A
2 nd	44560	1	Research Proposal Rough Draft
3 rd	81900	1	Revisions Proposal Final Draft

3.2.4 M.Div. LEVEL ELECTIVE COURSES

A list of advanced master's-level elective courses that are eligible for each Th.M. concentration will be maintained by the RDS office. Master's-level electives are courses in the student's area of concentration that are not survey or introductory-level courses required by the M.Div. core.

3.2.5 RDS GRADING RUBRIC

Upon completion, the capstone writing project must be evaluated by the faculty advisor using the RDS Grading Rubric, included at the back of this manual.

3.2.6 GRADUATION AUDIT

The RDS office will conduct a Th.M. graduation audit for each student when they apply for graduation. This audit will review all coursework, GPA, and the Th.M. portfolio to ensure that the student has fulfilled the degree requirements.

3.3 CAPSTONE WRITING PROJECT COURSE SYLLABI

3.3.1 44560 TH.M. SUPERVISED RESEARCH EXPERIENCE

Dr. Stephen Presley
Associate Professor of Church History
Director of Research Doctoral Studies

For questions related to the course or assignments, contact the Assistant Director for Research Doctoral Studies, Zach Hedges, by email (zhedges@sbts.edu).

Course Description

The ThM Supervised Research Experience is designed for those who undergo faculty-supervised library research, generally for the purpose of writing a thesis or major paper. This SRE requires that the student's plan of research and project be approved by the RDS office.

Learning Outcomes

By the end of this course the student will be able to:

- identify potential research questions within a concentrated area of study
- develop an appropriate research strategy for approaching research questions
- produce a working draft of a research project that exhibits advanced analysis (beyond the M.Div. level)

Format

This course is the first in a sequence of two capstone courses required for all ThM students. It may be completed in the semester prior to, or simultaneously with, the second capstone course, 81900 Guided Mentorship.

Though facilitated by the RDS office, this course is a self-paced independent study contracted between the student and the student's ThM advisor. The student and the advisor should meet at least one time either in person or virtually (via phone call, Zoom meeting, or another medium) to discuss the student's reading and writing progress, in addition to email communication.

Course Requirements

By the end of this course, students will produce the complete rough draft (8,000 – 15,000 words, excluding footnotes and bibliography) of a major capstone paper within their area of concentration. The paper must be formatted according to the SBTS Manual of Style.

For most students, this paper should be a significant expansion and revision of a paper previously written by the student, bringing it to the length and quality typical of an academic journal article. With approval from both the RDS office and the agreement of an advisor, the paper may instead be an entirely new work of research focused on a selected topic.

To produce this paper, students must complete all of the following assignments during the course of the semester:

1) Submit Research Proposal (20%)

By the end of the first week of the course, the students must submit a research proposal. The research proposal must be either:

- A research paper previously written by the student for a master's-level course within the student's area of concentration or
- With the approval of the RDS office and the agreement of a faculty advisor, a 500-word summary of the student's desired writing topic, including a brief statement of the thesis, methodology, and some key sources to be used

The student must also identify 3-5 key research questions that the expansion/revision or new paper aims to answer. These research questions should introduce or expand upon particular arguments, anticipate objections, address weakness, respond to critiques, incorporate the insights of other research, and/or offer new contributions to current scholarly discussions of the chosen topic.

Lastly, the student must list 3 potential faculty advisors for their research project, listed 1-3 in order of preference. Note: it is not guaranteed that students will be assigned to faculty members of their choice, but the RDS office will seek to honor these requests if possible. Students should contact the Assistant Director of RDS (zhedges@sbts.edu) if they are not sure who the potential advisors in their area of concentration are.

The student must submit the research proposal to the RDS office using the appropriate portal on Canvas by the date listed.

2) Meet with Advisor (20%)

After submitting the research proposal and research questions and being paired with a faculty advisor, the student must meet with the advisor (in person or virtually via phone call or Zoom meeting) at least one time during the semester to discuss the research and writing process. In addition to this meeting, students should communicate with their advisors regularly via email and schedule additional meetings if possible.

By the end of the semester, the student must submit a 500-word summary that includes the date and time of the meeting and the nature of the discussion (its main points and key takeaways).

3) Submit Rough Draft (60%)

By the end of the semester, the student must submit a complete rough draft (8,000 – 15,000 words, excluding footnotes) of the expansion/revision or new research paper. This word count reflects the total required length, whether or not the student has expanded upon a previously-written paper, and regardless of the original length. While the student will continue to revise the paper significantly during the second ThM capstone course (81900 Guided Mentorship), the main body of the text, including all major sections, sub-sections, and bibliography, should be complete in the rough draft that is submitted.

Note that the research proposal is due by the end of the first week of the semester, while the advisor meeting summary and rough draft are due by the end of the semester (see the assignments on Canvas for specific dates). Within this general framework, students may progress with their research and writing according to their own pace throughout the semester.

If the student is enrolled in 81900 Guided Mentorship simultaneously with this course, all assignments for both courses must be completed by the end of the semester. Students should only take these courses simultaneously if they intend to graduate at the end of the semester.

Grading

Students will be graded based on their thorough completion of the assignments listed above. Because this is a pass/fail course, students must submit all assignments in order to pass.

Special Needs

In order to ensure full participation, any student with a disabling condition requiring special accommodations (e.g., digital recording devices, special adaptive equipment, special note-taking or test-taking needs) is strongly encouraged to contact the professor at the beginning of the course.

3.3.2 81900 TH.M. GUIDED MENTORSHIP

Dr. Stephen Presley
Associate Professor of Church History
Director of Research Doctoral Studies

For questions related to assignments, contact the Assistant Director for Research Doctoral Studies, Zach Hedges, by email (zhedges@sbts.edu).

Course Description

A directed analysis of precedent literature in the specific field of the student.

Learning Outcomes

By the end of this course the student will be able to:

- Identify areas of weakness and needed revisions in their research and writing
- Develop appropriate strategies for addressing these weaknesses
- Produce the final draft of a research project that exhibits advanced analysis (beyond the MDiv level)

Format

This course is the second in a sequence of two capstone courses required for all ThM students. It should be completed in the semester after, or simultaneously with, the first capstone course, 44560 ThM Supervised Research Experience.

Though facilitated by the RDS office, this course is a self-paced independent study contracted between the student and the student's ThM advisor. The student and the advisor should meet at least one time either in person or virtually (via phone call, Zoom meeting, or another medium) to discuss the student's reading and writing progress, in addition to email communication.

Course Requirements

By the end of this course, students will complete, revise, and submit the final draft (8,000 – 15,000 words, excluding footnotes and bibliography) of a major capstone paper within their area of concentration.

For most students, this paper should be a significant expansion and revision of a paper previously written by the student, bringing it to the length and quality typical of an academic journal article. With approval from both the RDS office and the agreement of an advisor (at the start of 44650 ThM Supervised Research Experience), the paper may instead be an entirely new work of research focused on a selected topic.

To produce this paper, students must complete all of the following assignments during the course of the semester:

1) Submit Revisions Proposal

By the end of the first week of the course (or by the end of the 8th week of the course, if taken simultaneously with 44560 ThM Supervised Research Experience), the student must conduct a complete and thorough review of the rough draft submitted for 44560 ThM Supervised Research Experience, reading and annotating the text and noting errors, missing items, and other issues in need of expansion, correction, or revision.

After finishing this review, the student must submit a revisions proposal, in which the student lists these remaining areas of weakness in the rough draft with respect to both content (research, structure, argumentation) and style (grammar, syntax, and formatting). The student should describe at least 3 weaknesses in each category and briefly propose means of addressing and revising each one (consulting additional sources, re-working the structure, making stylistic corrections, editing for particular tendencies, etc.). The proposal should amount to 1-2 pages.

The student should send the revisions proposal to his/her advisor by email to receive additional feedback and suggestions, and then submit the final proposal to RDS using the appropriate portal on Canvas.

2) Meet with Advisor

After completing the revisions proposal and sending it to his/her advisor, the student must meet with the advisor (in person or virtually via phone call or Zoom meeting) at least one time during the semester to discuss the editing and revising process. In addition to this meeting, students should communicate with their advisors regularly via email and schedule additional meetings if possible.

By the end of the semester, the student must submit a 500-word summary that includes the date and time of the meeting and the nature of the discussion (its main points and key takeaways).

3) Submit Final Draft

By the end of the semester, the student must submit a complete final draft (8,000 – 15,000 words, excluding footnotes) of the expansion/revision or new research paper. This word count reflects the total required length, whether or not the student has expanded upon a previously-written paper (and regardless of its original length). This is the copy that the student's advisor will use as the basis for completing the ThM rubric and assigning a final grade.

The final draft must be accompanied by an upload of the ThM Capstone Submission Form, signed by the student's advisor. This means that students should allow sufficient time (at least 2-3 weeks) for their advisors to review the final draft and sign and return the submission form prior to the posted deadline. The final draft and a scanned copy of the signed form should both be uploaded to the same assignment portal on Canvas.

Note that revisions proposal is due by the end of the first week of the semester, while the advisor meeting summary and final draft are due by the end of the semester (see the assignments on Canvas for specific dates). Within this general framework, students may progress with their research and writing according to their own pace throughout the semester.

If the student is enrolled in 44560 Supervised Research Experience simultaneously with this course, all assignments for both courses must be completed by the end of the semester. Students should only take these courses simultaneously if they intend to graduate at the end of the semester.

Grading

Students will be graded based on their thorough completion of the assignments listed above. Because this is a pass/fail course, students must submit all assignments in order to pass.

Special Needs

In order to ensure full participation, any student with a disabling condition requiring special accommodations (e.g., digital recording devices, special adaptive equipment, special note-taking or test-taking needs) is strongly encouraged to contact the professor at the beginning of the course.

3.4 MODULAR TH.M. DETAILS

Advisors will meet with each assigned student at the beginning of the first semester to assist the student in planning his or her course of study on the Degree Program Record form. A copy of this form should be kept by both the student and the advisor.

Advisors will continue to meet with each advisee as necessary, at a minimum of once per semester, to encourage the student's progress.

3.5 MODULAR TH.M. STRUCTURE

3.5.1 SCOPE AND SEQUENCE

Below is a sample program schedule (assuming an August matriculation):



3.5.2 PROGRAM REQUIREMENTS

The course of study will begin with the introductory courses Graduate Research Seminar (81020 WW) and Foundations for Theological Study (81260) and proceed through four core seminars (4 hours each), along with the five writing courses of Th.M. Thesis Proposal, Thesis Research I and II and Th.M Thesis Writing III, and IV (81450, 81460, 81470, 81480, and 81490) culminating in a thesis, for a total of 25 total credit hours.

3.5.3 THESIS INFORMATION

The purpose of a Th.M. thesis is for the student to produce a significantly longer research and writing project than the M.Div. allows.

The thesis should be 15,000-18,000 words in length. It should be based on original research and conform to the SBTS Style Manual.

The thesis will not require an oral defense. Its acceptance and grade will be based on the RDS Grading Rubric and will be the grade given for the “Thesis Writing” course.

The completed thesis will be published digitally through UMI. If a student desires a bound copy on completion of his or her degree, this can be arranged for a fee.

Th.M. students who write a high quality thesis will be encouraged to revise this for publication as an academic article.

3.5.4 THESIS-SPECIFIC COURSEWORK/REQUIREMENTS

Semester	Registered Thesis Writing Course	Meetings with Thesis Advisor & Thesis Fellow	Work Produced
1 st	81450	2	1-page thesis proposal
2 nd	81460	2	2,000 word portion of thesis
3 rd	81470	2	5,000 word portion of thesis (style reading due)
4 th	81480	2	10,000 word portion of thesis
5 th	81490	2	15,000-18,000 word completed thesis

The student and professor must meet in person or videoconference at least once per semester with their thesis fellow/advisor prior to coming to campus. The student must also submit the work produced for the semester to both their thesis fellow and advisor two weeks prior to the on-campus meeting.

By the end of the 81470 course the student will produce 5,000 words of their thesis project to be evaluated and graded by the thesis advisor. Once the thesis advisor has approved, the student will submit the 5,000 word project for a preliminary style reading. Students who do not submit their style reading will not be allowed to enroll for the next semester until the style review is submitted.

The 15,000-18,000 word thesis will be completed during the 81490 course. NOTE: The final thesis must be completed and submitted for evaluation six weeks before graduation (October 15 or March 15).

3.6.1 THESIS PROPOSAL (81450)

PROFESSOR

Stephen O. Presley, Ph.D., Associate Professor of Church History, Director of Research Doctoral Studies

Norton 157, spresley@sbts.edu

COURSE DESCRIPTION

ThM Thesis Proposal is the first of a sequence of courses during which the student researches and writes an original ThM thesis under the guidance of a professor in the field of the thesis topic. (1 hour)

Prerequisite: GRS (81020) and FTS (81260)

COURSE SEQUENCE

This course should be taken after the GRS and FTS courses.

[Exception: For a student who is entering the program shortly before the first seminar and without the opportunity to GRS and FTS, this class will be taken concurrently with ThM Research I (81460), and the student will take GRS and FTS the next time they are offered (August or December).]

COURSE PROCEDURES

- Students should enroll in this course for their first semester.
- The course is an independent study conducted with the student's advisor.
- Students will also be assigned a thesis fellow who will also provide feedback on the student's research and writing.
- At the end of the student's first semester they will be on campus for their second ThM seminar. During this time the student should meet with the thesis fellow and/or advisor to discuss the student's work.

LEARNING ACTIVITIES AND ASSESSMENTS

- This is a faculty-guided independent research and writing course. Students are expected to be active and diligent in their research and writing during this semester.
- Students must have at least one video conference with their thesis fellow and/or advisor during the semester prior to coming to campus for the on-campus departmental seminar.
- By the end of the semester students will have written a 500-word proposal for their thesis.
- This 500-word document must be submitted at least two weeks prior to the on-campus seminar (January or July) in preparation for the thesis fellow meeting. The proposal will be submitted through a portal on Canvas.
- This document must follow the standards of form prescribed for a thesis in the *Southern Seminary Style Manual*, including front matter and back matter described in chapter 4.
- Students will receive a pass or fail for this course.

3.6.2 THESIS RESEARCH I (81460)

PROFESSOR

Stephen O. Presley, Ph.D., Associate Professor of Church History, Director of Research Doctoral Studies Norton 157, spresley@sbts.edu

COURSE DESCRIPTION

ThM Thesis Research I is one of four sequential courses during which the student researches and writes an original ThM thesis under the guidance of a professor in the field of the thesis topic. (1 hour)

Prerequisite: 81450 ThM Thesis Proposal

COURSE SEQUENCE

This course should be taken after ThM Thesis Proposal (81450) and during the student's second semester in the program.

[Exception: For a student who is entering the program shortly before the first seminar and without the opportunity to GRS and FTS, this class will be taken concurrently with Research and Writing 1 (81460), and the student will take GRS and FTS the next time they are offered (August or December).]

COURSE PROCEDURES

- Students should enroll in this course for their second semester.
- The course is an independent study conducted with the student's advisor.
- Students will also be assigned a thesis fellow who will also provide feedback on the student's research and writing.
- At the end of the student's second semester they will be on campus for their second ThM seminar. During this time the student should meet with the thesis fellow and/or advisor to discuss the student's work.

LEARNING ACTIVITIES AND ASSESSMENTS

- This is a faculty-guided independent research and writing course. Students are expected to be active and diligent in their research and writing during this semester.
- Students must have at least one video conference with their thesis fellow and/or advisor during the semester prior to coming to campus for the on-campus departmental seminar.
- By the end of the semester students will have written at least 2,000 words of their thesis, based on and developing their ThM proposal.
- This 2,000 word document must be submitted at least two weeks prior to the on-campus seminar (January or July) in preparation for the thesis fellow meeting. The student will submit their work through Canvas.
- This document must follow the standards of form prescribed for a thesis in the *Southern Seminary Style Manual*, including front matter and back matter described in chapter 4.
- Students will receive a pass or fail for this course.

3.6.3 THESIS RESEARCH II (81470)

PROFESSOR

Stephen O. Presley, Ph.D., Associate Professor of Church History, Director of Research Doctoral Studies Norton 157, spresley@sbts.edu

COURSE DESCRIPTION

ThM Research II is one of four sequential courses during which the student researches and writes an original ThM thesis under the guidance of a professor in the field of the thesis topic. (1 hour)

Prerequisite: 81460 ThM Thesis Research I

COURSE SEQUENCE

This course should be taken after ThM Thesis Proposal (81450) and ThM Thesis Research I (81460) and during the student's third semester in the program.

COURSE PROCEDURES

- Students should enroll in this course for their third semester.
- The course is an independent study conducted with the student's advisor.
- Students will also be assigned a thesis fellow who will also provide feedback on the student's research and writing.
- At the end of the student's third semester they will be on campus for their second ThM seminar. During this time the student should meet with the thesis fellow and/or advisor to discuss the student's work.

LEARNING ACTIVITIES AND ASSESSMENTS

- This is a faculty-guided independent research and writing course. Students are expected to be active and diligent in their research and writing during this semester.
- Students must have at least one video conference with their thesis fellow and/or advisor during the semester prior to coming to campus for the on-campus departmental seminar.
- By the end of the semester students will have written at least 5,000 words of their thesis, based on and developing their ThM proposal.
- This 5,000 word document must be submitted at least two weeks prior to the on-campus seminar (January or July) in preparation for the thesis fellow meeting. The student will submit their work through Canvas.
- This 5,000 word document must also be submitted to the RDS office for the evaluated "style reading." Feedback on the student's compliance with the SBTS style manual will be provided.
- This document must follow the standards of form prescribed for a thesis in the *Southern Seminary Style Manual*, including front matter and back matter described in chapter 4.
- Students will receive a pass or fail for this course.

3.6.4 THESIS WRITING I (81480)

PROFESSOR

Stephen O. Presley, Ph.D., Associate Professor of Church History, Director of Research Doctoral Studies Norton 157, spresley@sbts.edu

COURSE DESCRIPTION

ThM Thesis Writing I is one of four sequential courses during which the student researches and writes an original ThM thesis under the guidance of a professor in the field of the thesis topic. (1 hour)

Prerequisite: 81470 ThM Thesis Research II

COURSE SEQUENCE

This course should be taken after ThM Thesis Research II (81470) and during the student's fourth semester in the program.

COURSE PROCEDURES

- Students should enroll in this course for their fourth semester.
- The course is an independent study conducted with the student's advisor.
- Students will also be assigned a thesis fellow who will also provide feedback on the student's research and writing.
- At the end of the student's third semester they will be on campus for their second ThM seminar. During this time the student should meet with the thesis fellow and/or advisor to discuss the student's work.

LEARNING ACTIVITIES AND ASSESSMENTS

- This is a faculty-guided independent research and writing course. Students are expected to be active and diligent in their research and writing during this semester.
- Students must have at least one video conference with their thesis fellow and/or advisor during the semester prior to coming to campus for the on-campus departmental seminar.
- By the end of the semester students will have written at least 10,000 words of their thesis, based on and developing their ThM proposal.
- This 10,000 word document must be submitted at least two weeks prior to the on-campus seminar (January or July) in preparation for the thesis fellow meeting.
- This document must follow the standards of form prescribed for a thesis in the *Southern Seminary Style Manual*, including front matter and back matter described in chapter 4.
- Students will receive a pass or fail for this course.

3.6.5 THESIS WRITING II (81490)

PROFESSOR

Stephen O. Presley, Ph.D., Associate Professor of Church History, Director of Research Doctoral Studies Norton 157, spresley@sbts.edu

COURSE DESCRIPTION

ThM Thesis Writing II is the final of four sequential courses during which the student researches and writes an original ThM thesis under the guidance of a professor in the field of the thesis topic. (1 hour)

Prerequisite: 81480 ThM Thesis Writing I

COURSE SEQUENCE

This course should be taken after ThM Thesis Writing I (81480) and during the student's fifth semester in the program.

COURSE PROCEDURES

- Students should enroll in this course for their fifth semester.
- The course is an independent study conducted with the student's advisor.
- Students will also be assigned a thesis fellow who will also provide feedback on the student's research and writing.

LEARNING ACTIVITIES AND ASSESSMENTS

- This is a faculty-guided independent research and writing course. Students are expected to be active and diligent in their research and writing during this semester.
- Students must have at least one video conference with their thesis fellow and/or advisor during the semester enrolled in this course.

Six weeks before the semester ends (March 15 or October 15) the completed 15,000-18,000 thesis must be submitted to the RDS office. The thesis must be submitted for a final style reading and will be graded and marked by the advisor. Students must resubmit a corrected and final version of the thesis to ProQuest at least one week prior to graduation (May or December).

Students will receive a grade A-F for this course.

4 OTHER TH.M. PROGRAM DETAILS

4.1 ACADEMIC INTEGRITY POLICY

In light of changing technologies and resources, and in an effort to maintain the highest academic and ethical standards, the Office of Doctoral Studies has instituted the following practices to ensure the academic integrity of our doctoral degrees. Failure to abide by this policy may result in disciplinary action. The new policy includes the following guidelines:

- According to the Academic Catalog, “Plagiarism is the use or theft of intellectual property without attribution. It is both a moral and educational transgression.”
- The Student Handbook clarifies, “Whatever the type of borrowing or the context of its use, the appropriated material should be attributed to its source. At the least, the name of the individual or source should be given with the material.”
- In accordance with this policy, students may not employ third-party research consultants, including executive summaries, for any portion of their academic degree including but not limited to coursework, seminar papers, comprehensive examination preparation, and prospectus/thesis/project/dissertation writing, with the exception of quantitative statistical analysis previously approved by a student’s supervisor.
- A student must conduct his or her own research, specifically: finding and identifying resources as well as processing, summarizing, and synthesizing material for the production of original research projects.
- All proposals, prospectuses, culminating projects, theses, and dissertations must be accompanied by a signed copy of the following “Statement of Academic Integrity.”

“I, _____, hereby affirm that the following [project/thesis/dissertation] is comprised entirely of my own original research except where explicitly noted. To the best of my knowledge, this work does not contain nor was it produced using any unauthorized resources including but not limited to (1) unattributed published or unpublished material created by someone other than myself, (2) research compiled by a consultant, whether an individual or a group, or (3) any unattributed borrowing of ideas or their expression which the original creator might identify as personal intellectual property.”

4.2 INDEPENDENT STUDY: INTERNAL & EXTERNAL

The Th.M. program has two types of independent studies: internal and external. A student may take one independent study during their program. The independent study and external study options are not available to students in the Modular Th.M. program.

4.2.1 INTERNAL INDEPENDENT STUDY

An internal independent study is undertaken with an SBTS professor who will oversee the student in guided reading and writing on a specific topic. Approval must be granted by the student’s supervisor and the Research Doctoral Studies office. Students are allowed to take one independent study course during their program.

In some instances the course content of this independent study may include attendance at and completion of an advanced M.Div. course. For the course to count as a Ph.D. seminar, however, the student must complete

additional, doctoral-level requirements and meet with the professor outside of the M.Div. course meetings at least four times. (See the separate policy statement on “M.Div. Classes and Ph.D. Seminars”.)

To request an independent study, Th.M. students must submit the Independent Study Contract.

Students will be registered for the corresponding course in Canvas:

Division	Internal
Biblical Counseling	87877
Biblical Spirituality	88967
Church History	84467
Church Ministries	91577
Ethics	85967
Evangelism & Church Growth	88577
Missiology	86177
New Testament Studies	83877
Old Testament Studies	82877
Philosophy	85467
Preaching	86967
Theology	84877
World Religions	88177

4.2.2 EXTERNAL INDEPENDENT STUDY

A student can take one external independent study by enrolling in a Ph.D.-level course at another institution or by contracting with a professor at another institution who will oversee the student in guided reading and writing on a specific topic. In both instances approval must be granted by the student’s supervisor and by the RDS office.

The external study must contribute to the student’s major field of specialization, or be clearly relevant to the student’s program of study. The student is responsible for all fees and ensuring that an official transcript of

coursework taken at other institutions is sent to the Office of Academic Records. The RDS office assesses a fee of \$750 to compensate an external instructor. This fee will be billed to the student's account in addition to the standard program fee.

Upon completion of the course, the student is to submit a descriptive and evaluative report of the external study to the faculty supervisor.

Students will be registered for the corresponding course in Canvas:

Division	External
Biblical Counseling	87977
Biblical Spirituality	88977
Church History	84477
Church Ministries	91677
Ethics	85977
Evangelism & Church Growth	88677
Missiology	86477
New Testament Studies	83977
Old Testament Studies	82977
Philosophy	85477
Preaching	86977
Theology	84977
World Religions	88277

4.3 INTERNATIONAL STUDENTS

International students are expected to have a command of spoken English sufficient to contribute productively to seminar discussions. International students are also expected to be able to write on a level commensurate with Th.M./Ph.D. studies.

4.4 INTERRUPTED STATUS POLICY

The purpose of Interrupted Status (IS) is to allow a Th.M. student in good standing to take a semester away from the normal program requirements and fees due to a particular need. Examples of justified IS needs are family matters, health crises, or excessive financial strain.

- Only one IS semester will be granted to each student during the course of his/her Th.M. program. Except under rare circumstances a student will not be granted more than one IS and never in two consecutive semesters.
- No IS requests will be granted retroactively.
- The granting of an IS semester counts toward the total number of semesters a student is enrolled in the program and thus towards the maximum length one is allowed to be in the Th.M. program. It does not count, however, toward the number of semesters accrued (3) after which a student is charged a continuation fee.
- During the IS the student is not required to pay tuition, though this time period does *not* reduce the total program tuition fee due by time of graduation.
- Applying for IS due to financial strain is only legitimate if a student would otherwise need to withdraw from the program.
- During the IS the student may not submit work to professors nor expect interaction with his/her professors.
- There is a \$100 IS fee.
- If a student cannot resume studies and tuition payments after the granted IS period then the student must withdraw from the program. If a student in otherwise good standing must withdraw from the program they will be welcome to re-apply for entrance into the program within 2 years of initial withdrawal once the original causes for the IS have been sufficiently resolved. The re-application procedure is shortened and does not require a new interview or entrance exams, but it does require confirmation that the IS problems have been resolved.
- No coursework credits will be lost if a student in good standing re-enters the program immediately following an IS.
- A student who is a member of a military reserve unit and whose studies are interrupted by a call to active duty must inform Academic Records of his or her call to active duty and the duration of the call. The student shall then be granted a leave of absence from his or her academic program. A student who returns to his or her academic program within one year of his or her release from active duty shall be reinstated to the program with no loss of status. This leave of absence does *not* count toward the total number of semesters a student is allowed to be in the program. A student who fails to return within one year of his or her release from active duty shall be administratively withdrawn.
- International students residing in the United States on an F1 Visa must contact the Manager for International Services prior to applying for IS. Any time off from the program may affect F1 Visa status.

For a student to apply for interrupted status they need to:

1. Complete the application for interrupted status
2. Discuss the circumstances requiring an IS with their supervisor, who must approve and sign the application.
3. Turn in the application to the RDS office.

Interrupted status decisions are made by the Director of RDS.

4.5 WITHDRAWAL FROM THE PROGRAM

If a student must withdraw from the program, a letter stating intent to withdraw signed by the student's supervisor should be submitted to the Doctoral Studies office for approval. The letter of intent to withdraw is essential if a student is to be given a withdrawal "without prejudice." Students who withdraw "without prejudice" may be eligible for reinstatement in the future via a shortened application process.

4.6 CONTINUATION FEE WAIVER

If a student extends their course of study beyond the standard 5 semesters, they will pay a continuation fee each fall and spring semester until they graduate. Students who submit their supervisor-approved defense draft to the RDS office before May 1 (fall) and December 1 (spring) can apply to have their continuation fee waived for the following semester in which they would graduate. The application for the fee waiver can be obtained through the RDS office.

5 FORMS

5.1 INDEPENDENT STUDY CONTRACT

Seminar Title and Number _____

Name of Student _____ Check One: ThM___ PhD___

Student ID _____ Student Email _____@students.sbts.edu

Name of Professor _____ Semester ___Fall ___Spring _____Year

Reason for Requesting Independent Study: _____

Requirements:

- Create and attach the Independent Study Syllabus
- The syllabus must include specifications of
 - Learning goals and objectives
 - Workload in terms of reading (at least 3,000 pages), writing, etc.
 - Contact hours with the professor
 - Evaluation methods to insure the independent study meets stated learning goals

Student Date

Professor Date

Supervisor Date

Director- Research Doctoral Studies Date

Dean of the School Date

Policy Concerning Request for ThM/PhD Independent Studies

The faculty of The Southern Baptist Theological Seminary prefers that students take courses required for matriculation as they are offered according to normal scheduling. However, in circumstances where a course is required for graduation and will not be offered prior to the student's graduation date, or, a conflict in registration schedule potentially jeopardizes the student's graduation, the faculty is willing to entertain a proposal for that course to be offered through an independent study model. Institutional policy for approval of a reading course is:

1. The course to be offered in an independent study format will be listed in the current catalog. Exceptions to this policy may be considered for courses in the institutional course bank but must be approved by both the Director of Research Doctoral Studies and the Dean of the sponsoring school.
2. A maximum of two independent studies may be taken by any student for application toward any doctoral degree program.
3. The student making the request and the professor supervising the study will ensure that all content, learning activities, and evaluation of learning contained in the syllabus for the course will be completed. A copy of the current syllabus will be appended to the contract form.
4. The request for an independent study must be approved and Academic Records notified prior to the beginning of the semester in which the arrangement is to occur.

The student is responsible for processing the request for an independent study via the following steps.

1. The student will initiate the process by completing the form, "Contract for Independent Study." These forms are available on the RDS website. Prior to obtaining the form, the student should have some assurance that the affected professor is agreeable to supervising the independent study.
2. Upon agreement of the course to be studied, both the requesting student and supervising professor will sign and date the request and append a copy of the syllabus for the course to be studied. Ensure that the contract describes any modifications to the original syllabus.
3. The request will be delivered to the Research Doctoral Studies Office.
4. The contract will be reviewed by the dean of that school (or through a process determined by the dean). Upon approval, the contract will be forwarded to the Associate Vice President for Doctoral Studies and to Academic Records. A copy of the approved contract will be forwarded to the student. Should the request be declined, it will be the responsibility of the Research Doctoral Studies Office to advise the student and professor of that action.

The above arrangements are to be considered exceptional and should not be assumed to be available. Additionally, each school within The Southern Baptist Theological Seminary may be operating with policies which require additional requirements, or, may not consider independent study appropriate. The student desiring an independent study is advised to determine the policies and processes of the affected school prior to initiating the request for exception.

Once signed by Student, the Professor, and the student's Supervisor, the original is forwarded to the Director for Research Doctoral Studies and then to Academic Records. Copies are sent to: (1) the student file in the Office of Doctoral Studies, (2) the Student, and (3) the Professor.

Revised 5/5/2015

5.2 INTERRUPTION OF STUDY REQUEST FORM

Application for: • Fall Semester • Spring Semester Year: _____

Name _____ Student's ID# _____

Phone (____) _____ Student Email: _____@students.sbts.edu

Program: • PhD • ThM • DMiss • EdD Area of Study: _____

Name of advisor: _____

Semester and Year of Matriculation: • Fall _____ • Spring _____

Have you had any previous interruptions? • Yes • No

If so, please list the semester taken and reason for the interruption: _____

Expected graduation: • December • May Year: _____

Reason(s) for seeking this interruption. Be specific and detailed. (Attach an extra sheet if needed.) _____

List degree requirements yet to be fulfilled: _____

Give projected time plan for finishing the above requirements: _____

I understand that fourteen semesters is the absolute time limit for completing a doctoral degree at Southern Seminary. I also understand that I must register for the following semester after the semester for which I am requesting Interrupted Status. Failure to register will be viewed as my decision to withdraw from Southern Seminary. Furthermore, I have read and understood the Interrupted Status policy.

Student's Signature Date

I understand that my signature indicates that I agree to accept this student back after his/her one semester of **interrupted status**.

Advisor's Signature Date

For Office Use:

Director for Research Doctoral Studies

Date

Comments: _____

Interrupted Status (IS) Policy

Purpose

The purpose of Interrupted Status (IS) is to allow a ThM student in good standing to take a semester away from the normal program requirements and fees due to a particular need. Examples of justified IS needs are family matters, health crises, or excessive financial strain.

Policy

- Only one IS semester will be granted to each student during the course of his/her ThM program. Except under rare circumstances a student will not be granted more than one IS and never in two consecutive semesters.
- No IS requests will be granted retroactively.
- The granting of an IS semester counts toward the total number of semesters a student is enrolled in the program and thus towards the maximum length one is allowed to be in the ThM program. It does not count, however, toward the number of semesters accrued (3) after which a student is charged the Continuation Fee.
- During the IS the student is not required to pay tuition, though this time period does *not* reduce the total program tuition fee due by time of graduation.
- During the IS the student may not submit work to professors nor expect interaction with his/her professors.
- There is a \$100 IS fee. The fee is waived for military service.
- If a student cannot resume studies and tuition payments after the granted IS period then the student must withdraw from the program. If a student in otherwise good standing must withdraw from the program they will be welcome to re-apply for entrance into the program within 2 years of initial withdrawal once the original causes for the IS have been sufficiently resolved. The re-application procedure is shortened and does not require a new interview or entrance exams, but it does require confirmation that the IS problems have been resolved.
- No coursework credits will be lost if a student in good standing re-enters the program immediately following an IS.
- A student who serves with the military or coast guard and is called to active duty deployment will be granted an interruption of study for the duration of their deployment. This leave of absence does *not* count toward the total number of semesters a student is allowed to be in the program. Furthermore, they will not be charged the \$100 IS fee. A student who fails to return within one year of his or her release from active duty shall be administratively withdrawn. International students residing in the United States on an F1 Visa must contact the Manager for International Services prior to applying for IS. Any time off from the program may affect F1 Visa status.

Student's Name _____ Student ID: _____ Area of Study: _____

Proposed Title: _____

Date Presented to Supervisory Professor: _____

My signature below indicates that I approve of the submission of the above-mentioned manuscript for evaluation by the External Reader and for defense before the thesis or dissertation committee.

Advisor Signature

Date

Integrity Agreement

"I, _____, hereby affirm that the following [thesis/project/dissertation] is comprised entirely of my own, original research except where explicitly noted. To the best of my knowledge, this work does not contain nor was it produced using any unauthorized resources including but not limited to (1) uncited published or unpublished material created by someone other than myself, (2) third-party research (other than explicitly identified qualitative analysis) compiled by a consultant, whether an individual or a group such as, but not exclusively, the Docent Research Group, or (3) any borrowing of ideas or their expression which the original creator might identify as personal intellectual property."

Student Signature _____ **Date** _____

5.4 THESIS AND PAPER GRADING RUBRIC

The rubric below should be used to grade any Th.M. student papers. It serves for all Th.M. theses and should be turned in by the advisor for each completed thesis. For an official defense rubric please contact the RDS office.

	1 Novice	2 Intermediate	3 Proficient	4 Distinguished
Research Planning <i>The student will be able to plan research in an area of specialization and, where appropriate, will relate the work to the larger context of theological study.</i>	The scope of the student's research is too broad or too narrow; the student fails to ask questions that drive the research; the student fails to relate research to the larger context of theological study.	The scope of the student's research is acceptable but could be strengthened; the student relies on existing questions to drive research; the student partially relates research to the larger context of theological study.	The scope of the student's research is appropriate given the topic and constraints of the assignment; the student formulates productive questions that drive research; the student relates research to the larger context of theological study.	The scope of research displays keen precision; the student formulates insightful research questions that challenge or extend existing research in the area.
Quality of Research <i>The student will be able to conduct research using standard scholarly tools and methods.</i>	The student fails to utilize standard scholarly tools and methods in his/her research.	The student utilizes some standard scholarly tools and methods in his/her research.	The student has conducted research using the standard scholarly tools and methods.	The student's research exhibits unusual excellence (e.g. creative methodology or use of related disciplines).
Effective Communication <i>The student will be able to communicate the results of his/her research effectively.</i>	The student fails to communicate the results of his/her research effectively.	The student generally communicates the results of his/her research effectively.	The student communicates the results of his/her research effectively.	The student communicates the results of his/her research eloquently.
Advanced Understanding <i>The student will be able to demonstrate an advanced understanding of an area of specialization.</i>	The student fails to demonstrate an advanced understanding of an area of specialization.	The student demonstrates an advanced understanding of <i>part</i> of an area of specialization.	The student demonstrates an advanced understanding of an area of specialization.	The student demonstrates mastery of an area of specialization.

6 CONTACT INFO

This manual is a digest of current policies and procedures for the ThM program. For the answer to questions not answered in the manual, please contact the Assistant Director of Research Doctoral Studies (502-897-4064; email zhedges@sbts.edu), located on the first floor of Norton Hall (Norton 167).

Please note that official communication from the Research Doctoral Studies office will normally come via seminary email accounts. Professors and students are responsible for any information or instructions delivered through this means that may be pertinent to their programs.

Policies are subject to change. The information contained herein is valid as of August 2022.