



CATALOG-US MAIN CAMPUS

Academic Year

2021 – 2023



GETS Theological Seminary

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NOTICE

1. GETS Theological Seminary is a private non-profit institution approved to operate by the Bureau of Private Postsecondary Education (BPPE) which means compliance with minimum standards set forth by the Education Code.
2. Prospective students are encouraged to review this catalog prior to signing an enrollment agreement and to review the School Performance Fact Sheet, which must be provided before a student signs the agreement.
3. Any questions a student may have regarding this catalog that have not been satisfactorily answered by the institution may be directed to the Bureau for Private Postsecondary Education at 1747 North Market Blvd., Suite 225, Sacramento, CA 95834, www.bppe.ca.gov, Telephone (888) 370-7589, (916) 431-6959, or by fax (916) 263-1897.
4. A student or any member of the public may file a complaint about this institution with the BPPE by calling (888) 370-7589 or by completing a complaint form, which can be obtained on the bureau's internet Web site www.bppe.ca.gov

5. **NOTICE CONCERNING TRANSFERABILITY OF CREDITS AND CREDENTIALS EARNED AT OUR INSTITUTION**

The transferability of credits you earn at GETS Theological Seminary is at the complete discretion of an institution to which you may seek to transfer. Acceptance of the degree you earn through the MACS program is also at the complete discretion of the institution to which you may seek to transfer. If the degree that you earn at this institution is not accepted at the institution to which you seek to transfer, you may be required to repeat some or all of your coursework at that institution. For this reason, you should make certain that your attendance at this institution will meet your educational goals. This may include contacting any institution to which you may seek to transfer after attending GETS Theological Seminary to determine if your degree will transfer.

6. As a private and non-profit organization, GETS Theological Seminary is accredited by ATA (Asia Theology Association) and is approved to operate by BPPE. However, ATA is NOT recognized by the United States Department of Education.
7. GETS Theological Seminary is unaccredited and offers the unaccredited MACS degree program. The limitations of our degree program include, but are not limited to, all of the following:
 - a. A graduate of the MACS degree program will be eligible to sit for the applicable licensure exam in California and other states.
 - b. A degree program that is unaccredited or a degree from an unaccredited institution is not recognized for some employment position, including, but not limited to, positions with the State of California.
 - c. A student enrolled in an unaccredited institution is not eligible for federal financial aid programs.

8. GETS Theological Seminary
 - a. Does NOT have any pending petitions in bankruptcy
 - b. Is NOT operating as a debtor in possession
 - c. Has NOT filed a petition within the preceding five years
 - d. Has NOT had a petition in bankruptcy filed against it within the preceding five years that resulted in reorganization under Chapter 11 of the United States Bankruptcy Code (11 USC. Sec. 1101 et seq.).

Notice to Prospective Degree Program Students

This institution is provisionally approved by the Bureau for Private Postsecondary Education to offer degree programs. To continue to offer this degree program, this institution must meet the following requirements:

- Become institutionally accredited by an accrediting agency recognized by the United States Department of Education, with the scope of the accreditation covering at least one degree program.
- Achieve accreditation candidacy or pre-accreditation, as defined in regulations, by (November 14, 2020), and full accreditation by (November 14, 2023).

If this institution stops pursuing accreditation, it must:

- Stop all enrollments in its degree programs, and
- Provide a teach-out to students to finish their educational programs or provide a refund.

An institution that fails to comply with accreditation requirements by the required dates shall have its approval to offer degree programs automatically suspended.

Institutional Representative Initials: _____ Student Initials: _____

Date: _____

ABOUT GETS THEOLOGICAL SEMINARY

VISION

To cultivate ministers and theological educators for global Chinese churches.

MISSION

Through the promotion of theological education, GETS cultivates for God's kingdom

1. Church leaders who are after God's own heart to serve in the church effectively, and to lead the congregations with biblical responses to the challenges of the times,
2. Theological educators who can root the Christian faith in their culture to enable the lives in Chinese community to flourish.

GOALS

Through the holistic development of spirituality, knowledge, lifestyle, and servanthood, GETS cultivates servants of God who are prayer-centered, Holy Spirit-guided, mission-oriented, and vigor-filled and are thriving with the qualities of upright faith, dynamic thinking, open-mindedness, and kingdom commitment. In addition, they will embody excellence, integrity, gentleness, humility, and love.

CORE VALUES

1. Loyalty and Commitment
2. Wisdom and Excellence
3. Gentleness and Integrity
4. Love and Humility

STRATEGIES

1. Apply both centripetal and centrifugal principles around the world to
 - (a) Set up international campuses by sending teachers and resources to meet local needs creatively
 - (b) Establish a US campus in Los Angeles as a model of theological education for international campuses, and a research center for advanced graduate studies
2. Offer various degree programs and distance learning options to meet the various needs of the church
3. Partner with churches and Christian organizations to enlarge the impact of GETS theological education
4. Enrich the theological content and enhance the quality of our theological education through seminars, dialogues, and publications that attend to and engage in topics of the times and the culture
5. Offer courses pertaining to Chinese culture and current issues with a focus on Chinese contexts

STATEMENT OF FAITH

THIS WE BELIEVE:

1. The Bible, containing the Old and New Testaments, is the inspired and infallible Word of God, the necessary and complete revelation of His Will for the salvation of humankind, and is the ultimate authority for Christian faith and life.
2. There is one true and living God, eternally existing in three distinct persons: Father, Son, and Holy Spirit.
3. The triune God is the Creator, the Sustainer and Ruler of the creation, but is prior to, and distinct from all creation.
4. The first man, Adam, was created by God in His image, but fell from his original state by sinning against God, and hence incurred upon himself and all his posterity the guilt of sin, condemnation, and death; therefore, all humans are in need of salvation, but are totally incapable of saving themselves.
5. After the Fall, God, in His mercy and love, made provision for humans' redemption through the promise and giving of the Savior Jesus Christ, in whom to believe is justification and life.
6. Jesus Christ is the Son of God, sent by the Father, begotten by the Holy Spirit and born of the virgin Mary, fully divine and fully human. He lived a sinless and obedient life, suffered and died on the cross for the sins of humankind. God raised Him from the dead, exalted Him as Lord of all, and gave Him the promise of the Holy Spirit for His Church.
7. Humans are saved by grace through faith in Christ in response to the Gospel preached, or otherwise presented, in the power of the Holy Spirit, through whom sinners became children of God and heirs of eternal life. Jesus Christ is the only mediator between God and humans; through Him believers have access to the Father.
8. Believers are a new creation in Christ, and are called to walk in the Spirit, to die unto sin, and to live unto righteousness, and thereby manifest the fruit of the Spirit, conforming themselves to the image of Christ; good works are the fruit of the Christian life, and are not ways of justification.
9. God alone is the Lord of our conscience, and believers are free from the commands of human which are contrary to, or in addition to, the Scriptures in matters of faith and conduct.
10. All believers belong to Christ and are indwelt by the Holy Spirit; together they make up the Body of Christ, the Invisible Church that is holy, universal, and united. The Church submits to the Great Commission of world evangelization and the Great Commandment of loving one another.
11. All believers are a royal priesthood; laity and clergy are of equal partnership in Christian ministry.
12. In the last days, Christ will come again personally and visibly to the earth to judge the living and the dead. There will be a bodily resurrection of the dead: of believers through the Holy Spirit unto the inheritance of eternal life, and unbelievers unto condemnation; and a new heaven and new earth will be ushered in.

ORGANIZATION STRUCTURE

PRESIDENTIAL OFFICE

President

Isaac Chen

Vice President

David Hsu

ADMINISTRATIVE STAFF

Academic Dean

Ian Sun

Dean of Students

David Hsu

Director of MACS Degree Program

Sunny Wang

Accreditation Director

Shi-Min Lu

Director of Leadership Center

Ming Chiu Leung

Curriculum Coordinator

Jaime Chan

Assistant of Academic Affairs

Traimy Fan

Advancement Staff

April Chang

Librarian

Tiffany Hou

Library Staff

Tammy Hsu

General Affairs

Eric Chen

Accounting & HR

Juana Nip

Accounting Assistant

Rebecca Zhang

Distance Learning Director

Lily Pan

Distance Learning IT Specialist

Eddie Hou

Distance Learning Video Producer

Shana Tan

Executive Committee

Faculty Affairs Committee

Academic Affairs Committee

RESIDENT FACULTY

Isaac Chen PhD	Systematic Theology	PhD MDiv	Fuller Theological Seminary Fuller Theological Seminary
David Hsu ThM	New Testament Studies	ThM	Fuller Theological Seminary
Yi Sun PhD	Philosophy of Religion	PhD	Peking University
Sarah Zhang PhD	Old Testament Studies	PhD MTS	Princeton Theological Seminary Calvin Theological Seminary
Sunny Wang PhD	New Testament Studies	PhD	Durham University
Lewis Chau PhD	Intercultural Studies	PhD	Fuller Theological Seminary
Shi-Min Lu PhD	Intercultural Studies	PhD MDiv	Fuller Theological Seminary Fuller Theological Seminary
Patricia Huang PhD Candidate	New Testament Studies	PhD Candidate	Fuller Theological Seminary
Ming Chiu Leung PhD Candidate	Leadership	PhD Candidate	Dallas Baptist University
Sherman Hsiung PhD	Practical Theology	PhD MDiv	Arizona State University Phoenix Seminary

DEGREE PROGRAM

MASTER OF ARTS IN CHRISTIAN STUDIES (MACS)

PURPOSE

The Master of Arts in Christian Studies program is designed to prepare students who have a calling from or a heart for the Lord to participate in full-time or part-time ministries in local churches, missions, or para-church organizations with a focus on certain professional ministry. This degree is designed for people who are exploring the possibility that they are gifted for and called to the service of God. The curriculum covers the basic areas of theology, biblical studies and ministry.

GOAL

Graduates from this program are expected to achieve the following:

1. To form a strong spiritual life and character.
2. To pursue an understanding of God and attain basic knowledge of biblical theological studies with needed ministry skills.
3. To discover and develop their God-given gifts, and to acquire and develop abilities for serving in their specific contexts.

ADMISSION QUALIFICATIONS

1. A bachelors or higher degree from a four-year university or Bible college/seminary with a grade point average (GPA) of 2.7 (B- or 80%) or above
2. Had been a Christian and baptized for at least two years
3. Two recommendations from church pastors or leaders to demonstrate personal and spiritual maturity
4. A copy of completed admission application form
5. Passing the Seminary entrance tests of biblical and theological knowledge
6. Passing the interview
7. Proof of English proficiency: 450/45(TOEFL IBT). Applicants with a bachelors or higher degree from English speaking schools are exempt from this requirement. For purpose of determining English speaking schools, students who graduated from an academic institution where the primary language of instruction is English may submit an official copy of their transcript and diploma from their school for consideration of granting an exception. The Admissions Committee will make the final decision on whether or not the applicant is excused from taking a language exam.
8. Proof of Chinese proficiency
 - a. Level of proficiency required: students must be native Chinese speakers with Chinese as their first language.
 - b. Documentation of proficiency: no document is required. The school will determine the applicant's qualification during the interview.
9. We do not offer or accept any Ability-to-benefit Exam.

GRADUATION REQUIREMENTS

Students are required to complete 60 semester units. The passing GPA is 2.7(B-) or above.

DURATION AND LOCATION

The minimum program duration is 2 years, and the maximum is 7 years. To ensure a communal education experience, students shall spend at least one year on campus for full-time study.

COURSE DESIGN

<p><u>Biblical Studies</u> (Required to choose 24 units)</p>	OT511 Studies in the Pentateuch	3	Required
	OT521 Studies in the Historical Books	3	
	OT541 Studies in Wisdom Literature	3	
	OT582 Old Testament Theology and Message	3	
	NT511 Studies in the Gospels	3	
	NT531 Studies in the Pauline Epistles	3	
	NT582 New Testament Theology and Message	3	Elective
	NT551 Studies in the General Epistles	3	
	OT552 Studies in the Major Prophets	3	
	NT561 Studies in Revelation	3	
	NT545 Studies in the Pastoral Epistles	3	
OT553 Studies in the Minor Prophets	3		
<p><u>Theological & Historical Studies</u> (Required to choose 18 units)</p>	TH502 Methodology of Theological Studies	1.5	Required
	ST501 Systematic Theology I	3	
	ST502 Systematic Theology II	3	
	ST503 Systematic Theology III	3	
	CH501 Church History: An Overview	3	
	SP502 Spiritual Formation	1.5	
	CH561 Chinese Church History	3	Elective
	TC511 Christianity and Chinese Culture	3	
	TH522 History of Christian Thought	3	
	TH532 Issues in Contemporary Theologies	3	
	TH581 Hermeneutics	3	
SP504 Theology of Spirituality	3		
<p><u>Practical Theology</u> (Required to choose 18 units)</p>	MC511 A Survey of Missiology	3	Required
	ET501 Christian Ethics	3	
	PC531 Counseling	3	
	MC532 Spiritual Strategy and Leadership	3	
	PM501 A Survey of Pastoral Studies	3	
	MC523 Small Group and Church Growth	3	Elective
	PR501 Introduction to Homiletics	3	
	AP501 Apologetics	3	
	PR511 Expository Preaching	3	
	PC502 Pastoral Counseling	3	
WS502 Sacred Music and Worship	3		
<p><u>Internship</u></p>	PE501-Practicum I	0	Required
	PE512-Practicum II—Short-Term Missions	0	

Notes:

1. The MACS degree is not designed to sit for any applicable licensure exams. Therefore, graduates of the degree in MACS program will not be eligible to sit for applicable licensure exams.
2. For descriptions of the instruction provided in each of the courses offered, please refer to “Course Descriptions” on pages 26-30.

STUDY PLAN

We currently offer direct instruction and distance learning programs for the **MACS degree**.

1. Students are required to take at a minimum of 24 credits/units in Biblical Studies, 18 in Theological and Historical Studies, and 18 in Practical Theology.
2. Students can choose elective courses in each course type to complete the required number of courses of that type.

CREDIT TRANSFER

To ensure education quality and fairness, GETS considers admission of transfer students seriously. The following are the requirements:

1. Seminary accredited by ATS (The Association of Theological Schools).
2. Seminary without ATS accreditation will be considered on a case-by-case basis.
 - a. Student must submit a copy of diploma, transcript, course description, and resume or educational background information of instructor for evaluation.
 - b. Transferred courses and the instructor’s educational background should satisfy GETS requirements.
 - c. Course length criteria: Student must submit a statement to explain the length of instruction and the number of credits of each course to be transferred. (Minimum of 33 lecturing hours for a 4-quarter-unit course and 37.5 lecturing hours for a 3-semester-unit course)
3. Course(s) to be transferred must have a score of B or above.
4. Course(s) to be transferred must be taken within 7 years.
5. The total credits transferred must not exceed 50% of the degree requirement.
6. GETS has not entered into an articulation or transfer agreement with any other college or university.
7. CHALLENGE BY TEST: GETS does not accept any request for challenge by test. Credits may not be awarded by challenge examinations. (regulations, 5, CCR Section 71770(b)(2))

PRIOR EXPERIENTIAL LEARNING

Standards

1. We may grant credit to a student for prior experiential learning only if:
 - a. The prior learning experience is equivalent to a college or university level of learning
 - b. The learning experience demonstrates a balance between theory and practice;
 - c. The credit awarded for the prior learning experience directly relates to the student’s degree program and is applied to satisfy some of the degree requirements.
2. Each college or university level learning experience for which credit is sought must be documented by the student in writing.

3. Each college or university level learning experience shall be evaluated by faculty qualified in that specific subject area who shall ascertain
 - a. The level of college learning to which the student's prior experience is equivalent
 - b. The number of credits toward a degree may be granted for that experience.
4. The faculty evaluating the prior learning experience shall prepare a written report indicating the following:
 - a. The documents in the student's record on which the faculty member relied in determining the nature of the student's prior experience
 - b. The bases for determining that the prior experience
 - i. Is equivalent to college or university-level learning,
 - ii. Demonstrates a balance between theory and practice
 - c. The bases for determining to what college or university level the experience is equivalent and the proper number of credits toward the degree to be awarded for that experience.
5. Of the first 30 semester credits awarded to a student in the MACS program, no more than 6 semester credits may be awarded for prior experiential learning. Of the second 30 semester credits awarded to a student in the MACS program, no more than 3 semester credits may be awarded for prior experiential learning.

Procedures, Provisions for Appeal, and Related Charges

1. The student should file a request for the Award of Credit for Prior Experiential Learning evaluation obtained from the Academic Affairs office. Certification of ministerial experience from one's home country and recommendation from that home country's leadership should be filed together with the request form.
2. The Academic Affairs office shall appoint the members of the Academic Committee consisting of a mentor and two other faculty members.
3. The Academic Committee will administer necessary written and oral examinations as the basis for evaluation. Upon passing the examinations, the Academic Committee and the Academic Affairs office will decide the number of awards of credit for prior experiential learning, not to exceed 20% of the total number of required units.
4. The Academic Committee will recommend a student to faculty members for certification. Award of credit for prior experiential learning will be forwarded to the Registrar for recording with a notation Passed without counting toward the GPA.
5. A student granted the award of credit for prior experiential learning does not need to pay the tuition fee for the awarded credit.
6. A student has the right to appeal for re-evaluation.
 - a. The student should file an appeal for re-evaluation at the Academic Affairs office.
 - b. The Academic Affairs office will appoint the program director to review the faculty determinations regarding the award of credit for prior experiential learning.
 - c. The program director will document the institution's periodic review of faculty evaluations to examine whether the faculty's written evaluations and awards of credit comply with the institution's policies and whether these policies are consistent.
 - d. The program director will decide the outcome of the appeal based on the evaluation.

ACADEMIC POLICIES

ADMISSION PROCEDURE

All admission applications are evaluated by the Academic Dean and Assistant Academic Dean in conjunction with the admissions committee according to the admission requirements of each program.

ADMISSION REQUIREMENTS (Please refer to the Degree Programs section)

APPLICATION PROCEDURE

1. Submit a completed application form with application fee.
2. Two recommendation letters sent directly to the seminary.
3. A copy of the diploma of the highest degree obtained.
4. A copy of official transcript.
5. Pass the entrance tests on biblical knowledge and theological concepts.

SPECIAL INSTRUCTION FOR INTERNATIONAL STUDENTS

International Students should also submit the following information:

1. Proof of financial self-support or proof of financial support from church or organization.
2. Proof of English proficiency. Score must be sent directly to the seminary from ETS.
3. Upon the applicant's admission, we will submit all necessary documents for obtaining an I-20. All application forms and related information are available at the Academic Department or can be downloaded from the seminary website: www.mygets.org.
4. Appropriate visa documents (I-20 or DS-2019) will be sent to the student upon admission to GETS and receipt of an acceptable financial guarantee. The student may be required to deposit in advance to the seminary a portion of the financial guarantee to ensure that sufficient funds are available for initial registration expenses upon the student's arrival in the United States. This deposit is usually equivalent to the total fees charged for the 1st semester, or \$4,155.00. We will vouch for student status when we receive this deposit.
5. Please note that visa services (i.e., assisting students in getting a US visa) will not be provided by GETS, and thus we will not charge any fees for visa services. However, we highly recommend prospective international students to read the instructions for F-1 students on the USCIS website.

STUDENT STATUS

1. Regular Student: Students who are officially admitted.
2. Conditional Student: Students who do not pass the entrance examination are only permitted to enroll in 4 courses.
3. Elective student: Students who enroll in classes without registering in any program.

Note: Most courses are open to all Regular Students, Conditional Students, and Elective Students. Conditional Students and Elective Students are not required to meet admission requirement before registering.

ACADEMIC YEAR

There are two semesters in each academic year: Fall semester from August to December, and Spring semester from January to May. Classes meet for fifteen weeks in a regular semester

followed by a final exam or a term paper in the sixteenth week. We offer intensive courses during summer and winter breaks.

CLASS LOCATION

412 E. Rowland St, Covina, CA 91723

GRADING

1. GETS uses a semester-unit system. One credit hour includes 50 minutes of lecture, 50 minutes of preparation, and 100 minutes of assignments per week.
2. Attendance:
 - a Regular class attendance is expected in every course. If a student's class attendance falls to 80% or below, credit will not be granted for that course.
 - b Excused or unexcused absence: Absence from class for a legitimate reason will be excused by the professor if the reason is reported to him/her promptly. To be considered as excused absences, written notifications must be received by the beginning of the class and must be approved by at least one of the following parties: i) the professor who teaches the class; ii) the Department Dean; or iii) the Academic Office. If a student's unexcused absences in a class exceed 3 times a semester, the student will be dropped (W) from that class.
 - c Procedures for an absence:
 - i Written notifications must be received before the class begins by at least one of the following parties: 1) the professor who teaches the class; 2) the Department Dean; 3) the Academic Office. Accepted methods of delivery of notifications include email, mail, or in person.
 - ii Legitimate reasons include illness & medical treatments, bereavement, military leaves, jury duty, maternity/paternity leaves, and other reasonable and unavoidable leaves upon the approval of the professors, the Department Dean, or the Academic Office.
 - iii Notifications of absence must be approved by any one of the following parties: 1) the professor who teaches the class; 2) the Department Dean; 3) the Academic Office. The approvers must send a copy of the record of approval to the Office of Student Affairs.
 - iv When a student's absence from the campus is due to illness or some other causes, he/she is expected to notify the Department Dean or the Office of Academic Affairs promptly of such absence and its cause.
 - d Late attendance: late attendance is considered as unexcused absence if 50% or more of the class is missed. For example, for a 50-minutes class, students who are more than 25 minutes late will be considered as having an unexcused absence.
3. Leave of Absence
 - a Students who cannot continue the study must apply to the Academic Department for "Leave of Absence" to retain their student status.
 - i Leave of absence is valid for one year and students must re-file each year.
 - ii Students who fail to file leave of absence are considered withdrawn from the program.
 - iii Students may resume their studies after the leave of absence via a reinstatement form.

- b The maximum amount of time for a leave of absence is three years. If the absence exceeds three years, the student will be considered to be withdrawn from the program. In addition, the student must be re-evaluated by the Admission Committee for readmission before the student returns.

4. Grade scale:

Grade	Score	Grade Point (GPA)
A	94~100	4.0
A-	90~93	3.7
B+	87~89	3.3
B	84~86	3.0
B-	80~83	2.7
C+	77~79	2.3
C	74~76	2.0
C-	70~73	1.7
D	60~69	1.0
F	59 below	0.0

P Pass

NP Not Pass

IP In progress

I Incomplete: The final grade has not been provided by the professor.

W Course withdrawn before end of class. No course grade will be assigned, and GPA will not be affected.

WF Course withdrawn after end of class. A failing grade of F will be assigned, and the student's GPA will be affected.

5. Assignments: Students are required to submit all assignments on time. Late submission will not be accepted. Under special circumstances, a student may obtain prior approval from the professor for late submission. Plagiarism and improper citation will result in a grade of zero for the assignment. Warning will be given for a first-time violation. Repeated violation will lead to Probation, Suspension or Dismissal.
6. Examination: The Seminary usually does not allow students to retake examinations. Under special circumstances, with the approval from the Academic Department, the professor may grant a student permission to retake or delay the examination. Cheating in examination will result in F grade. Warning will be given for a first-time violation. Repeated violation will lead to Probation, Suspension or Dismissal.
7. Registration: Students must register at the designated time. Extra fee will be applied to late registration. Students must register at least for 12 semester units to maintain full-time student status. International students must maintain full-time status to satisfy legal requirement for students living in US
8. Transfer of Credit: Please refer to the "Credit Transfer" section.

9. Changes in Course Registration: Students are allowed to make any course change in the first week. There will be additional fees for changes made in the second week. No course may be added after the third week. For refunds, please refer to the “Tuition Refund Policy” section.

EXPENSES (2021-2023)

1. FEES for MACS Students

All fees are in US dollars and the seminary reserves the right to adjust the rate without prior notice. All tuition and fees for the current period must be paid upon registration. The payment scale is as follows.

	<u>FOR THE ENTIRE PROGRAM</u>	<u>FOR THE CURRENT PERIOD</u>
Tuition (\$200.00 per credit or \$220.00 per credit for independent studies times 60 units)	\$12,000 - \$13,200.00	\$4,000.00
Application and admission fee (one time, non-refundable)	\$50.00	\$50.00
Administration fee	\$50.00	\$100.00
Student Tuition Recovery Fund fee (one time, non-refundable)	\$0.00	\$0.00
Late registration	\$30.00	-----
Add/drop fee (per course)	\$10.00	-----
Deferred payment plan fee	\$20.00	-----
Late payment fee	\$25.00	-----
Change program fee	\$50.00	-----
Program extension fee	\$100.00	-----
Transcript / letter or certification	\$5.00	-----
Petition for term paper extension	\$100.00	-----
Document copying fee	\$5.00	\$5.00
Graduation fee	\$200.00	-----
Thesis / Dissertation advisory fee	\$800.00	-----
<u>TOTAL</u>	\$12,300.00 - \$13,815.00	\$4,155.00

* Student Tuition Recovery Fund (STRF):

The State of California established the Student Tuition Recovery Fund (STRF) to relieve or mitigate economic loss suffered by a student in an educational program at a qualifying institution, who is or was a California resident while enrolled, or was enrolled in a residency program, if the student enrolled in the institution, prepaid tuition, and suffered an economic loss. Unless relieved of the obligation to do so, you must pay the state-imposed assessment for the STRF, or it must be paid on your behalf, if you are a student in an educational program, who is a California resident, or are enrolled in a residency program, and prepay all or part of your tuition.

You are not eligible for protection from the STRF and you are not required to pay the STRF assessment, if you are not a California resident, or are not enrolled in a residency program.

It is important that you keep copies of your enrollment agreement, financial aid documents,

receipts, or any other information that documents the amount paid to the school. Questions regarding the STRF may be directed to the Bureau for Private Postsecondary Education, 1747 North Market Blvd, Ste 225, Sacramento, CA 95834, (916) 431-6959 or (888) 370-7589.

To be eligible for STRF, you must be a California resident or are enrolled in a residency program, prepaid tuition, paid or deemed to have paid the STRF assessment, and suffered an economic loss as a result of any of the following:

1. The institution, a location of the institution, or an educational program offered by the institution was closed or discontinued, and you did not choose to participate in a teach-out plan approved by the Bureau or did not complete a chosen teach-out plan approved by the Bureau.
2. You were enrolled at an institution or a location of the institution within the 120 day period before the closure of the institution or location of the institution, or were enrolled in an educational program within the 120 day period before the program was discontinued.
3. You were enrolled at an institution or a location of the institution more than 120 days before the closure of the institution or location of the institution, in an educational program offered by the institution as to which the Bureau determined there was a significant decline in the quality or value of the program more than 120 days before closure.
4. The institution has been ordered to pay a refund by the Bureau but has failed to do so.
5. The institution has failed to pay or reimburse loan proceeds under a federal student loan program as required by law, or has failed to pay or reimburse proceeds received by the institution in excess of tuition and other costs.
6. You have been awarded restitution, a refund, or other monetary award by an arbitrator or court, based on a violation of this chapter by an institution or representative of an institution, but have been unable to collect the award from the institution.
7. You sought legal counsel that resulted in the cancellation of one or more of your student loans and have an invoice for services rendered and evidence of the cancellation of the student loan or loans.

To qualify for STRF reimbursement, the application must be received within four (4) years from the date of the action or event that made the student eligible for recovery from STRF.

A student whose loan is revived by a loan holder or debt collector after a period of non-collection may, at any time, file a written application for recovery from STRF for the debt that would have otherwise been eligible for recovery. If it has been more than four (4) years since the action or event that made the student eligible, the student must have filed a written application for recovery within the original four (4) year period, unless the period has been extended by another act of law.

However, no claim can be paid to any student without a social security number or a taxpayer identification number.

2. TUITION REFUND POLICY

Students have the right to cancel the enrollment agreement and obtain a refund of charges paid through attendance at the first session of the course, or the seventh day after enrollment, whichever is later.

- If a student cancels his/her enrollment prior to attending class, he or she is entitled to a full refund.
- If the *Enrollment Agreement* is cancelled, GETS will refund the student any amount he/she paid, **less the registration and other administrative fees not to exceed \$250, within 45 days after the notice of cancellation is received.**
- The student may withdraw from the school at any time after the cancellation period (described above) and **receive a pro-rata refund.** The amount of that refund is to be “pro-rated” according to the uncompleted portion of the program (see chart below). **The refund is to be paid within 45 days of withdrawal.**

Refunds for Master Program One-week Intensive Courses

- End of the first day class 100%
- End of the second day class 80%
- End of the third day class 60%
- After the fourth day class 40%

Refunds for Master Program Weekly Courses (once a week for 14 weeks):

- Friday of the first week 100 %
- Friday of the second week 93%
- Friday of the third week 86%
- Friday of the fourth week 79%
- Friday of the fifth week 72%
- Friday of the six week 65%
- Friday of the seven week 58%
- After the seven week 50%

- For purposes of determining a refund under this section, a student shall be deemed to have withdrawn from a program of instruction when either of the following occurs:
 - The student notifies GETS in writing of the student’s withdrawal in accordance with the terms of Section B of the *Enrollment Agreement*.
 - GETS notifies the student in writing of the termination of the student’s enrollment for failure to maintain satisfactory progress; failure to abide by the rules and regulations of GETS; absence in excess of the maximum set forth by GETS; and/or failure to meet financial obligations to the seminary.

3. LIVING EXPENSES

Students are responsible for all living costs. The following is an estimate for annual spending:

Single: \$20,400 Couple: \$24,000 Children: Each \$3,600

Please consult with Student Affairs Office in the Academic Department.

4. MEDICAL INSURANCE

Local students should purchase their own medical insurance. Student Affairs Office is glad to offer insurance information for international students.

5. MISCELLANEOUS

Student transcripts are permanently maintained by GETS. Other documents are kept for five years. No document will be released without signed request from the student.

6. NONDISCRIMINATION POLICY

The seminary enforces a nondiscrimination policy and offers equal opportunity without regard to race, color, age, sex, nationality, family condition, physical condition, or social status in the policies of recruitment, scholarship granting, employment, and other.

LIBRARY

The library of GETS Theological Seminary (GETS Library) was built on its US campus in Covina, California in May 2018. It has approximately 4,400 square feet in total and houses a main collection hall, a reference and periodical room, a special collection room, a multimedia room, a group discussion room, and personal study areas.

Currently, the GETS Library has collected over 30,000 books and other materials in Christian and religious studies, theology, and other related subjects. As of November 2020, the library has cataloged and processed more than 25,500 items. Approximately half of them are in English and the rest are in Chinese. The students and faculty members in the LA area have had access to the cataloged materials, such as books, dissertations, bound journals, and audio-visual (AV) materials by checking them out in person or holding/requesting them via email, in-person, and also have had the access through Koha integrated library system since this Fall. The Koha OPAC provides online access to the GETS Library catalog through the library webpage and other related online library services, such holding, renewing, and recommendations.

In addition to book format, the GETS Library has about 60 Chinese and English theological and Christian journals, magazines, newsletters, and newspapers, and the like. Moreover, the Library provides 4 theological research databases including the *ATLA Religion Database with Serials*, *ATLAS Plus* (containing Chinese full-text articles), *Old Testament Abstract*, and *New Testament Abstract*. Those databases provide GETS faculty and students to access full-text journal articles, book chapters, reviews, or abstracts remotely and electronically for study and research. The Library website, currently under reconstruction, will provide more links for students to access the full-text articles of those e-journals, e-magazines, e-newsletters, and many other open-sourced e-resources in Christianity, religion, theology, and related subjects.

To support GETS's distance education, the Library will collaborate with the faculty to ensure the essential materials as well as the references are available in electronic format via the Moodle platform or the library website. In order to provide more sufficient learning materials to the online students, GETS Library will continue to strengthen its e-collection through adding new open-sourced materials, subscribing to more e-journals, e-books, and acquiring various e-resources, such as comprehensive reference databases and theological and religious research databases in the future.

Partnership with Local Schools and Seminaries

GETS Theological Seminary has contracted with other theological libraries at various locations to provide mutual lending services. Our students may visit and access each library's collections according to the library schedule of each institution. Currently, GETS students have the privilege of access to and use of the library collection and/or online learning resources of the following schools free of charge:

- Central Taiwan Theological Seminary, Taiwan
- Maison Evangelique reference room, France
- Logos Evangelical Seminary, USA
- China Evangelical Seminary North America, USA

Moreover, both Logos Theological Seminary and China Evangelical Seminary North America welcome GETS students to study and engage in research at their libraries.

For more details regarding each library, please contact academic@mygets.org.

STUDENT LIFE

STUDENT AFFAIRS OFFICE

STUDENT AFFAIRS OFFICE: responsible for all student related affairs, including:

1. Spiritual Life:
 - a. Arranges semester retreats, weekly worship and invites speakers.
 - b. Promotes prayer meetings: student prayer meetings, morning/night prayer.
2. Life:
 - a. Cares for students' personal lives, spiritual maturity and family relation.
 - b. Helps address issues of student conduct and grievances.
 - c. Oversees student advisee groups and dormitory life.
 - d. Enhances communication between the seminary and students.
 - e. Cares for students in personal emergency situations and helps students resolve problems in their lives.
 - f. Coaches the Student Council.
 - g. Plans new student orientation and extracurricular activities.
3. Internship:
 - a. Oversees student internships.
 - b. Communicates with partnering churches and internship instructors.
 - c. Promotes and arranges for summer short-term mission trips.
4. Alumni: Connects with the Alumni and accompanies them in their life journeys.
5. Student Council:
 - a. The Student Council is formed by student representatives and consists of a President, Vice President, Secretary, VP of Activity, VP of Counseling, VP of General Affairs, VP of Finance and Treasurer.
 - b. The Student Council helps enrich students' lives and organize student extracurricular activities.
 - c. It also serves as a bridge between the seminary and the student body. In addition, it cooperates with the seminary to promote activities and formulate training plans.

DISCIPLINARY ACTION

1. **WARNING**: A written notice will be given to a student who has violated seminary regulation for the first time. The record is maintained for 3 years.
2. **PROBATION**
 - a. If student behavior violates seminary rules, the student concerned will be on probation for one academic semester. If the student fails to improve, the seminary reserves the right to suspend or dismiss the student.
 - b. In the case of academic violation, besides being put on probation, the student will not obtain credit for the course in question.
3. **SUSPENSION**: The Academic Affairs Committee will deliberate on the duration of the student suspension. The student concerned may apply for re-admission after that period of time.
4. **DISMISAL**: For serious offence, the seminary may dismiss a student.
5. The Academic Affairs Committee will decide whether any of the above situations will be recorded on the student's transcript. Such a record may be kept for 5 years after the student's withdrawal or graduation, and the said committee may also resolve to remove it after this duration.

STANDARDS OF CONDUCT

Students are called to be ministers and workers in churches or para-church organizations. We should set examples in our conduct for believers. Therefore, we expect our students to maintain higher standards in their behaviors.

1. Behave appropriately and dress properly in accordance with God's calling.
2. Be cooperative and be a team-player; be punctual and take part; give prior notice if absence is unavoidable for legitimate reasons.
3. Keep harmonious relation with other fellow students inside the school and be a good representative for the seminary outside.
4. Get rid of any behavior or hobby contradictory to biblical principles. (For examples: stealing, verbal abuse, lying, alcoholic addiction, gambling, violence, adultery and use or possession of illegal drugs)
5. Inappropriate use of school resources:
 - a. Stealing school resources
 - b. Misusing, misplacing or damaging school facilities and resources
 - c. Using school facilities for matters contrary to biblical principles.
6. Submit to the seminary's academic regulations and policies.

The seminary follows biblical principles to handle student affairs and will care for the needs of each student. In consideration for the long-term development of the seminary and of the students, the Academic Department will take each case seriously.

Because all of our students are future ministers, we expect our faculty and students to be self-disciplined and care for others. If any student has behavioral or moral issues, please report to the Student Affairs Office.

After receiving the report, the Student Affairs Office will weigh the seriousness of the matter and invite the student concerned for counseling. If necessary, the Student Affairs Office will open an investigation. If the issue cannot be resolved after counseling, an Academic Department meeting will be held to determine if the student has violated seminary regulation.

If the student indeed broke the rules, the assistant academic dean will notify the student in writing. The student has 2 weeks to appeal and meet with the assistant academic dean, dean of Student Affairs, and one faculty member representing the Academic Department meeting to state the case. If no agreement is reached, the dean of Student Affairs must submit a written record of the appeal process to the executive committee.

The executive committee must meet and discuss the matter within 2 weeks. The involved parties must attend and clarify the issues. The executive committee must arrive at a conclusion within 30 days. All faculty and students should abide by such decision.

All of the meeting minutes, the report and the counseling history will be maintained by the Student Affairs Office.

STUDENT GRIEVANCE POLICY

1. Any student with a grievance is encouraged to solve the problem with the party involved in accordance with biblical principles.
2. If a grievance cannot be resolved, please report to the Student Affairs Office. The office will try to resolve it under the principle of protecting the privacy of both involved parties. The agreement of settlement should be signed by both parties. Each of the involved parties and the Student Affairs Office should have a copy.
3. If the party with the unacceptable behaviors has no intent to be corrected, the Dean of the Student Affairs Office has the right to initiate a hearing. If the grievance involves faculty or staff, the person's supervisor and a representative from the Executive Committee must be present.
4. If the grievance is not resolved by the hearing, the Student Affairs Office should arrive at a resolution in 30 days. Both parties should sign and keep a copy. The Student Affairs Office must maintain a copy of the resolution and audio record of the hearing. The resolution is final and must be submitted as report to the seminary Executive Committee.
5. If the grievance involves a faculty member, an experienced faculty member may be delegated to help settle the grievance.
6. If the grievance is regarding violation of the Standards of Conduct, please refer the procedures in "Standards of Conduct" section.

STUDENT SERVICES

1. CHAPEL AND PRAYER TIME: Worship and prayer meetings are part of the GETS family daily schedule. The chapel times play an important role in molding Christian character and promoting unity among students, staff, and faculty. Student life at GETS is evaluated based on the student's participation in chapel services and small group prayer meetings. Local pastors, faculty, and visiting alumni are invited to speak at the chapel services. Students are given opportunities to lead worship, preach and sing in their mother tongues to share with others the diverse cultural aspects of Christian worship.
2. PERSONAL DEVELOPMENT PLAN (PDP): The Personal Development Plan (PDP) is a tool for developing a student's life in a number of areas so he/she can be an effective leader. A holistic approach to leadership development reflects the biblical understanding of sanctification whereby there is change and growth in every area of our lives enabling others to see the reality of Christ in a leader's life.
3. STUDENT ADVISING AND MENTORING SERVICES: Every graduate student is assigned a resident professor as a mentor at the beginning of the program. The mentor guides the student in developing his/her curriculum related to his/her concentration.
4. STUDENT GOVERNMENT: The student body elects a Student Body President and other positions every school year. The work of the Student Body President involves service to the student body in various capacities, including representation of the student opinion before the Faculty and Administration, organizing student activities, and coordinating students' involvement. Students are strongly encouraged to participate in student government, especially in the various student activities that are offered.
5. ACADEMIC SERVICES AND TUTORING: A free tutoring service is available to all students. If a student feels he/she needs additional help in understanding class material or instructions on homework, please email the Student Affairs Office at student-affairs@mygets.org to schedule an appointment with a tutor. Tutors for the MACS programs usually are students from advanced level programs, such as ThM and DMin.

6. **SPECIAL NEEDS/DISABILITY SERVICES:** Special accommodations may be provided to students with disabilities upon request. Special services may include audiphones, wheelchairs, and other equipment. Please contact the Student Affairs Office at student-affairs@mygets.org for more details.
7. **JOB PLACEMENT INFORMATION:** The seminary is committed to serving all churches and para-church organizations and our graduates are free to serve any ministry according to their calling from God. All GETS degree programs intend to prepare graduates for the occupations of clergy, directors of religious activities and education, and all other types of religious worker under United States Department of Labor's Standard Occupational Classification code 21-2000 (21-2010, 21-2020, 21-2090). The seminary is not responsible for job placement. Since most of our students are sponsored by their home churches or organizations, students are required to work with their sponsors during their summer internship and after graduation. The supervisors of our intern students should fill out an internship evaluation report and submit it to the Student Affairs Office. If the supervisor has any suggestion, please contact the Student Affairs Office.
8. **HOUSING INFORMATION:** The seminary does not have dormitory facilities and does not offer on-campus or off-campus housing. The cost of housing varies across the Los Angeles region. The average monthly housing expense for a typical one-bedroom apartment in the nearby area can vary from \$1,000 to \$1,500.00. GETS has no responsibility to find or assist a student in finding housing.

International Student Practical Training Policy: International Students shall obtain CPT/OPT permission from the Student Affairs Office before internship starts.

FINANCIAL ASSISTANCE

1. Since most of our students are sponsored by churches or organizations, the seminary does not provide any form of scholarship and student loan and is not qualified for FAFSA. Therefore, GETS will not participate in federal and state financial aid programs. We encourage and accept any church, organization and individual to support students through financial donations.
2. If a student obtains a loan to pay for an educational program, the student will have to repay the full amount of the loan plus interest, less the amount of any refund. If the student receives federal student financial aid funds, the student is entitled to a refund of the money not received from federal financial aid funds.

COURSE DESCRIPTIONS

MASTER OF ARTS IN CHRISTIAN STUDIES (MACS)

BIBLICAL STUDIES

OT511 The Pentateuch

Students will become familiar with The Pentateuch, understand the background, themes, and history of each book, and know how to apply to Christian life today.

OT521 Studies in Old Testament Historical Literature

Students will survey the history, literature and theological message in the Old Testament and explore applications for today.

OT541 Studies in Poetic & Wisdom Books

Students will survey Old Testament Poetry, rhythmic structure, history and theological message in Poetic and Wisdom Books.

OT582 Old Testament Theology and Message

Students will study central themes of the Old Testament and its background and survey the relationships between the books to explore the importance of the Old Testament and its contribution to the New Testament.

NT511 Study of the Gospels

Students will have an overview of the literary and theological characters of each of the four Gospels, the synoptic issue and the way of interpretation.

NT531 Study of Pauline Epistles

Students will learn each Pauline epistle in its writing context, historical background, central theme and implications for the church today.

NT582 New Testament Theology and Message

Students will investigate the New Testament theology, such as the Kingdom of God, Christological titles, salvation by faith, and eternal life, with a special concern for how the distinctive themes of the Synoptic Gospels, Johannine Writings, Pauline Epistles and general epistles establish a theological unity.

ELECTIVES

NT551-Study of General Epistles

Students will understand each General Epistle: its literary characteristics, history, theological themes and applications for today.

OT552-Study in the Major Prophets

Students will survey the history, literature, and theological messages in the Major Prophets including the books of Isaiah, Jerimiah, Lamentation, Ezekiel, and Daniel.

NT561-Study of Revelation

Students will understand the writing background, literary character and central messages of Revelation and reflect on the present implications of John's prophetic warnings for the ancient Church.

NT545 Study of Pastoral Epistles

Students will understand the canonical positions, literature styles, and theological theses of these three epistles, as well as their purposes. In addition, the course will discuss the topics related to biblical service including proper understanding of ministers' roles and responsibilities, and personal aspirations and training. Emphases will be on imitating the apostle's life to fight the good fight, keep the faith, and finish well.

OT553- Study in the Minor Prophets

Students will survey the history, literature and theological messages of the Minor Prophets to grasp the inspirations of these books for the church today.

THEOLOGICAL & HISTORICAL STUDIES

TH502 – Methodology of Theological Studies

Students will learn how to conduct academic research, reading, and writing for middle level theological research requirements, including book reviews and term papers.

ST501 – Systematic Theology I

This is the first of the three systematic theology courses. It covers the introduction to basic theological thought, canonicity, and the doctrine of the Trinity. Theological topics such as creation and the angels will also discussed.

ST502 – Systematic Theology II

This is the second of the three systematic theology courses. It covers the doctrine of human, doctrine of sin and suffering, Christology, and soteriology, and differentiates the Christian worldview and spiritual concepts from those of folk religions.

ST503 – Systematic Theology III

This is the third of the three systematic theology courses. It covers pneumatology, ecclesiology, and eschatology. The discussion looks into the personhood of the Holy Spirit and the interaction between the Holy Spirit and the believers in the church and in daily lives. Eschatology traces the origins of history including possible connections between ancient Chinese culture and the biblical world.

CH501 – Church History: An Overview

Students will study of the historical development of Christianity in the world from the apostolic period to the twentieth century.

SP502 – Spiritual Formation

Students will investigate the characters of church leaders and spiritual exercises that shape the relationships between self, God, and others, and practice spiritual exercises.

ELECTIVES

CH561 – Chinese Church History

Students will study the historical development of Christian churches in China.

TC511 – Christianity & Chinese Culture

Students will study Chinese culture and its compatibility with Christianity.

TH522 – History of Christian Thought

Students will review the development of Christian thought from the apostolic period to the twentieth century with a focus on the thought of important theologians.

TH532– Issues in Contemporary Theology

Students will study contemporary church and theological issues. It will help students understand the church from the perspective of the kingdom of God and engage in theological education ministry.

TH581-Hermeneutics

Students will investigate hermeneutical principles from historical and biblical theological perspective through demonstrations in interpreting biblical passages, systematic understanding and application.

SP504 - Spiritual Theology

Students will explore the integration of Spirituality and Christian Education to heighten the effect of the teaching ministry of the church.

PRACTICAL THEOLOGY

MC511-A Survey of Missiology

Students will understand mission through theology, history, cultural and political contexts, and missiological methods.

ET501-Christian Ethics

Students will think critically and systematically on ethical issues from Christian perspective by providing several models of approach.

PC531 – Counseling

Students will understand psychological and spiritual issues of people today, learn the basic principles and practices of counseling, and exercise biblical and practical counseling and care.

MC531 – Spiritual Strategies and Leadership

Students will discern and respond from biblical perspectives to leadership theories of great leaders in order to become leaders after God's heart.

PM501-A Survey of Pastoral Studies

Students will develop a biblical understanding of the nature and mission of the church to provide practical ideas and methods for building up a church and the role of a pastor in it.

ELECTIVES**MC523-Small Group & Church Growth**

Students will focus on the change of life and helps students to form a mature Christian life and serve the church effectively in the future.

PR501-Introduction to Homiletics

The course will cover the basic principles of homiletics and method of delivery. Students will have opportunities to practice.

AP501-Apologetics

Students will learn basic methods of apologetics and related topics of philosophy, science, and history, and cultivate the ability to defend the faith and critique other religious systems.

PR511-Expository Preaching

Students will learn and practice the inductive method, word study and communication skills.

PC502-Pastoral Counseling

Students will be equipped in handling various issues among the congregants through the discussion of nine types of common problems in a congregation.

WS502-Sacred Music & Worship

Students will learn basic music theory and helps students to lead worship more effectively.

INTERNSHIP**PE501-Practicum I**

Church Internship during the semester or in the summer.

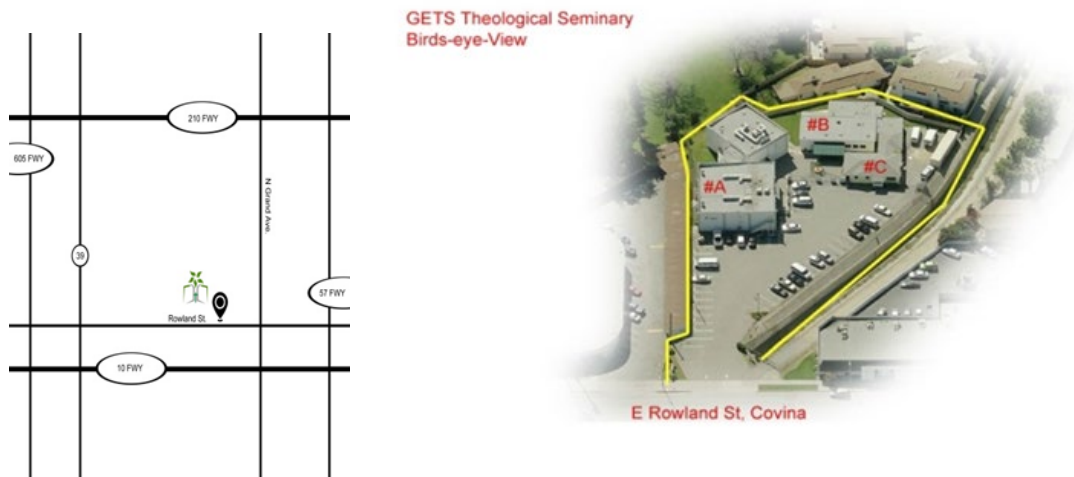
PE502-Practicum II—Short-Term Missions

Summer short-term mission trip.

2021	<u>ACADEMIC CALENDAR</u>	2022	2023
Jan 8	Winter Intensive Course End	Jan 7	Jan 6
Jan 11	Spring Semester Orientation	Jan 10	Jan 9
Jan 18	Martin Luther King Day	Jan 17	Jan 16
Feb 1	Spring Semester Course Begin	Jan 31	Jan 30
Feb 15	President's Day	Feb 15	Feb 20
Mar 22-26	Summer Intensive Course Registration	Mar 22-26	Mar 20-24
Apr 5-9	Spring Break	Apr 11-15	Apr 3-7
Apr 2	Good Friday	Apr 15	Apr 7
Apr 4	Easter	Apr 17	Apr 9
Apr 19-23	Fall Semester Course Registration	Apr 18-22	Apr 17-21
May 14	Spring Semester Course End	May 13	May 12
May 10-14	Spring Semester Final Week	May 9-13	May 8-12
May 12-14	Annual Faculty Meeting	May 11-13	May 10-12
May 15	Commencement	May 14	May 13
May 21	Fall Semester Admission Deadline	May 20	May 19
May 31	Memorial Day	May 30	May 29
Jul 4	Independent Day	Jul 4	Jul 4
Aug 27	Fall Semester Orientation	Aug 26	Aug 25
Aug 30	Fall Semester Begin	Aug 29	Aug 28
Sep 6	Labor Day	Sep 5	Sep 4
Nov 8-12	Winter Intensive Course Registration	Nov 7-11	Nov 6-10
Nov 15-19	Spring Semester Course Registration	Nov 14-18	Nov 13-17
Nov 22-26	Thanksgiving Break	Nov 21-25	Nov 20-24
Nov 25	Thanksgiving	Nov 24	Nov 23
Dec 10	Fall Semester Course End	Dec 9	Dec 8
Dec 6-10	Fall Semester Final Week	Dec 5-9	Dec 4-8
Dec 17	Spring Semester Admission Deadline Winter Intensive Course Begin (Monday after Christmas)	Dec 16	Dec 15

CAMPUS MAP AND FACILITIES

GETS Theological Seminary is located at 412 E. Rowland Street, Covina, CA 91723. The campus has 3 buildings and is easily accessible from Freeway 10 and Azusa Ave.



GETS campus currently has three buildings:

Building A:

- Level 1 Library, Office, and Classroom.
- Level 2 Classroom and Office

Building B: Seminary Warehouse

Building C: Seminar and study rooms

Equipment

GETS classrooms that are used for instruction are equipped with LCD projectors and whiteboards. All other equipment such as microphone, recorder, TV, DVD player, and notebook computer may be provided with requests from the instructor. Heating and cooling, ventilation, and lighting systems are all in excellent condition.