

Erskine Theological Seminary FAQ'S

ADMISSIONS AND FINANCIAL AID

1. Will I graduate on time if I take only 9 hours per semester? *Taking 33 hours per year, yes. This means that you would take 9 hours Fall, Spring, and Summer semesters, and 6 hours in J-Term (a rigorous schedule!). A recommended approach is to take 12 hours in both Fall and Spring semesters, and possibly three in January and the summer, for a total of 30 hours per academic year..*
2. What is the impact on financial aid/scholarships regarding hours per semester? *The only impact is the scholarship amount received per credit hour.*

SCHEDULING

1. Is there someone who can help me order my courses appropriately?
 - a. *Every student is assigned an advisor upon admission.*
 - b. *Check with the admissions office if unclear on assigned advisor.*
2. Is there a certain order in which I should sign up for courses?
 - a. *Click the appropriate link for your degree program, and look at the suggested schedule.*
 - b. *Some courses are offered every other year; read the website course schedules carefully to be certain you are signing up for those particular courses.*
 - c. *Each degree program has an "Academic Worksheet" that aids you in organizing your schedule. These are on the main page of your degree program. Print or download a copy and fill in as you take courses, and as you project a timetable for taking remaining courses. Provide your advisor/program director with updated copies either by e-mail or hard copy each advisement period.*
3. What do I do if I have a legitimate reason for not completing a course?
 - a. *See Catalog section "Refunds" and the explanation regarding withdrawing from a course. This information is also a part of the registration form.*
 - b. *On rare occasions a professor may grant a student an "Incomplete" if the student has unusual circumstances. See Catalog under Academic Information.*
4. What is the time limit on incompletes? *An incomplete must be reversed by the registrar based on the following schedule or it will revert to an F: Fall Semester = March 1; J-Term = April 1; Spring Semester = August 1; and Summer Term = November 1. It is the professor's discretion to assign the due date based on the time needed for completion prior to the due date.*

ON CAMPUS HOUSING, PARKING, AND STUDENT GROUPS

1. Is housing available on campus in Due West? *Yes. See Catalog. Separate housing for men and women is available. No housing is available at the extension sites.*
2. How expensive is it? *See Catalog, and contact Robin Broome of the Seminary Administrative Office, (broome@erskine.edu or 864-379-8885).*

3. How do I reserve a room/bed? *Contact Robin Broome (broome@erskine.edu or 864-379-8885).*
4. What meals are available on campus and what is the approximate expense? *See "Schedule of Tuition and Fees" in the Catalog. There are also a variety of restaurants in Due West that serve lunch and dinner.*
5. Is free parking available? *Parking is not free, but the charge is minimal.*
6. Why do I have to pay a parking fee? *This ensures provision for adequate parking for those displaying valid parking permits on their vehicles.*
7. What street parking is allowed and what are the fines? *There is minimal parking in front of the seminary, but a sizable lot is located on Depot Street across from the library. The Due West Police Department levies the fines.*
8. Are there arrangements for parking at the off-campus extension sites? *Adequate parking is available at each of the extension sites. Care should be taken to park only in designated lots.*
9. Will I be assigned to a student group for devotions or study? *The Student Body Association (SBA) has a variety of ways for students to get to know each other. See the Student Handbook and/or Catalog.*
10. Are there any social outlets for students whether on-campus, satellite-campuses, or on EDEN? *The Student Body Association has several functions during the year to facilitate fellowship. Also, camaraderie forms when students stay in student housing on the Due West campus. As well, group work initiated by professors in your classes aids in students establishing friendships with each other.*

FIRST ASSIGNMENTS FOR SATURDAY CLASSES

1. Are there required assignments to be done before the first Saturday class in my course? *Usually, there is work to be done prior to meeting in the first class. So, as soon as possible, download the syllabus for any Saturday class in which you are registered. Pay close attention to the individual professor's requirements for the class.*
2. What do I need to bring to class on the first Saturday? *Required textbooks, syllabus, any notes provided by the professor in advance, questions regarding the syllabus or course schedule.*

OBTAINING REQUIRED TEXTBOOKS

1. Is there a special Erskine bookstore? *ETS has a new association with several online book vendors including Amazon.com, barnesandnoble.com, and CBD.com. Also, limited copies of required texts are available in the Erskine College bookstore in Due West.*
2. May I purchase my books elsewhere? *Though ETS encourages the purchase of required materials from its selected vendors and bookstore, students may purchase their books through any source they choose. However, when one uses the vendors on the Seminary website, the Seminary Student Body Association receives a small rebate from all book sales.*
3. What do I do if a required textbook is out of print? *Check with your professor. Usually, if s/he requires an out-of-print required resource, the professor has*

checked the publisher and academic websites to determine the number of copies available.

ADVISING, ADVISORS, AND FACULTY MENTORS

1. Who is my advisor? *Normally, program directors are available to help you throughout your seminary career.*
2. How can my advisor help me? *The advisor helps the student to navigate the course schedule in selection of courses.*
3. How often should I meet with my advisor? *It is the student's responsibility to contact your advisor. Some advisors may have meetings with all assigned advisees in order to reduce "faculty load" if the director's program has a significant enrollment.*
4. Where is my advisor? *Look on the ETS website and open the Degree Programs page. Find your particular degree program. On a degree program page there will be a picture of the director of the program. Click on the picture and contact information for the director will be available.*
5. What are the responsibilities of a faculty mentor? *Currently under development, the faculty-mentor program will offer students the meaningful relationship of getting to know a faculty member apart from the academic rigors of seminary. A faculty mentor is available to a student for encouragement, fellowship, and/or prayer outside of the academic realm.*
6. Who is my faculty mentor? *Students are assigned a mentor with the understanding that if a mentor-mentee relationship develops with another professor other than the one assigned, the change may be noted and reassignment made. The formal assignments are for distribution purposes; however, a student is free to contact any faculty member for mentoring purposes.*
7. Is my advisor my mentor? *The academic advisor may not be the faculty mentor. A student is encouraged to inform Student Services if there are changes in faculty mentor so that one professor does not become the mentor for all students.*

WRITING SKILLS/HELPS

1. Does Erskine follow a particular documentation program? *Erskine Seminary follows Turabian which is based upon the Chicago Manual of Style. A document (click here) ["Style and Form Standards"](#) can be found on Dr. Don Fairbairn's website under Syllabi and Resources.*
2. Is there an Erskine Seminary standard for writing academic papers? *Also on Dr. Fairbairn's website is a document (click here) ["Writing Theological Papers"](#) that is helpful for students to understand the expectations of professors in writing various types of academic papers.*
3. Where might I obtain help for writing papers? *Consult the above resources. If a student needs additional assistance, a course, **"Writing for Ministry,"** is offered several times each year. Check the course schedules for these offerings.*
4. What is plagiarism? *A simple definition is: "If the idea is not original with this writer of the paper, document it." Plagiarism is stealing another's work and claiming it to be your own. The Student Handbook and the Catalog has a lengthy*

explanation of plagiarism and should be studied prior to taking your first course in seminary.

TIME MANAGEMENT

1. Is there a suggested calendar for me to follow regarding managing all of my coursework each semester? *A document “**The Shock and Awe of Beginning Seminary**” contains wise counsel by faculty on managing coursework.*
2. How do other students manage worship, family, career/pastoral duties, and studies? *Consult the “Shock and Awe” document to be encouraged by the advice of faculty members who have navigated seminary waters.*
3. Is there someone who can help me manage my time more efficiently? *Consult your faculty mentor and read the “Shock and Awe” document.*

CLASSES (ON-CAMPUS & EXTENSION SITES), DIRECT AND INDEPENDENT STUDIES, COURSE OVERLOADS, and EDEN

1. How many hours of coursework must be completed on campus and why? *See Catalog. The Residence Requirement is listed per degree program on this page.*
2. What are directed studies and independent studies and are they the same? *A directed study is an elective course described in the Catalog. The course must be approved by the professor and the Dean of the Seminary. An independent study is a non-Catalog course designed by the student with the professor to enhance the student’s knowledge in a particular field of study.*
3. How many hours may I complete in the form of directed studies or independent studies? *A student may register for one directed study OR independent study for every 30 hours of course work completed. Required courses normally may not be taken as directed studies.*
4. Are transfer hours considered “on-campus” hours? *Yes, if the courses were taken “in residence” and if they correlate to a particular course in the particular degree program for which you are registering. Transfer credit may be applied to courses taken fewer than ten years ago.*
5. What is the maximum course load per semester? *Fifteen hours for the fall and spring semesters, nine for the summer term, and six for the January term (although three is the maximum unless one of the courses in a one-week intensive).*
6. What is EDEN? *See Catalog. EDEN stands for Erskine’s Distance Education Network. See <http://www.erskineseminary.org/Academics/EDEN.html>.*
7. How many EDEN hours may I complete for my degree program? *See Catalog.*

PROFESSIONAL ASSESSMENT PROGRAM (PA PROGRAM)

1. What is “Professional Assessment?” *This program provides a systematic review of the student’s personal and professional gifts, potential, and development for ministry. Its primary aim is to assist the student in personal and professional growth for service in the Christian Church.*
2. Are there degree programs at ETS that are not required to complete the PA Program? *Two degree programs do not require the PA Program: ThM and DMin.*

3. What are the components or pieces required? *In addition to specific course assignments, there are four initial, entry components required to graduate: PA Autobiography, Myers-Briggs Type Indicator (MBTI), Ministry Specialties Test (MST), and PA Interpretation Essay. See Catalog for other required pieces. These are located on the last page of your degree program academic worksheet.*
4. How long do I have to complete the four entry components? *During the first semester of enrollment, students are required to complete these four components.*
5. Where do I find this information? *Go to the EDEN network and select HYBRID COURSES. You should be prompted regarding Username and password. Click on "Professional Assessment" and follow the directions given.*
6. Why should I complete the portfolio requirements during the admission process and first semester of my seminary studies? *The results of these assessments aid the student in choosing appropriate electives throughout the seminary career that will benefit the student's growth for service in the Christian Church.*
7. Why am I not allowed to graduate without a completed portfolio? *This is a requirement of all degree programs except for the ThM and the DMin. See Catalog.*

CHAPEL AND SPECIAL LECTURE SERIES REQUIREMENTS

1. When are the chapel programs offered? *Chapels are held each Tuesday, Wednesday, and Thursday mornings at 11:00 A.M. during Fall and Spring semesters.*
2. How often am I required to attend? *See Catalog or website for details.*
3. Am I required to attend the lecture series? *Attending the lecture series is not a requirement unless it is a regular part of the chapel time and as a part of classroom time that is missed on account of the lecture schedule. Professors normally will take roll during the lecture series.*
4. How are my classes adjusted when the lecture series fall during my classroom hours? *Professors are issued the lecture series schedule before posting their syllabi in order to allow for classes to be adjusted for the lecture periods. Professors have their classes attend the lectures.*