



"...let the wise also hear and gain in learning, and the discerning acquire skill..." -Prov. 1:5

THE MISSISSIPPI COURSE OF STUDY POLICIES

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*A life-changing education for pastoral ministry in a
beautiful setting of worship, fellowship, and growth*

The Mississippi Course of Study School at Millsaps College is dedicated to the formation of United Methodist pastors who are spiritually grounded, theologically responsible, relationally skilled, and professionally effective. MSCOS operates as an extension program of Candler School of Theology at Emory University. It is administered by the Center for Ministry, which is a cooperative ministry of the Mississippi Annual Conference of the United Methodist Church and Millsaps College. MSCOS is accredited through the General Board of Higher Education and Ministry of the United

Methodist Church. MSCOS is designed to meet the educational needs of United Methodist part-time local pastors*. According to *The Book of Discipline of the United Methodist Church* local pastors must complete the candidacy process and licensing school in MSCOS. **Students must secure written permission from their district superintendent and annual conference's local pastor registrar every time they register for a class.** Part-time local pastors are required to take a minimum of two courses per year and must complete the overall program within twelve years (para. 318,

319). Contact your annual conference's board of ordained ministry for more information.

MSCOS takes place at Millsaps College in Jackson, Mississippi. Lodging and breakfast at the Cabot Lodge Millsaps hotel, which is located next to the Millsaps campus, is provided at the reduced rates indicated in this brochure. A variety of local and chain restaurants are located nearby. There is also a cafeteria, a restaurant, and a coffee shop located on the Millsaps campus itself.

DIRECTIONS TO CABOT LODGE:

- Take I-55 to Exit 98A (Woodrow Wilson Ave.) in Jackson, Mississippi.
- Follow Woodrow Wilson to the second light and turn left (South) onto State Street.
- Turn right into Cabot Lodge Millsaps, 2375 North State Street.



DIRECTIONS TO MILLSAPS:

- From Cabot Lodge, turn right (South) onto State Street.
- Follow State Street through two traffic lights and turn right (West) onto Park Avenue.
- Follow Park Avenue and turn right into the gated parking lot under the Academic Complex (AC) building. Opening worship takes place upstairs in AC 215 unless otherwise noted.

REGISTRATION AND FEES

- **Registration Fee (Due at time of registration): \$80.00** if registering no later than six weeks before the class is scheduled to begin; **\$90.00** thereafter.
- **Tuition Fee: \$240.00** (many annual conferences will pay at least part of this fee. Contact your district superintendent or local pastor registrar for more information.)
- **Lodging fees:** (includes both weeks; reservations made only by Betty Wheat)
Double Rooms: \$ 80.00 (Share with another MSCOS student)
Private Rooms: \$160.00
- **Registration Deadline:** No later than three weeks before course is scheduled to begin.

WEEKEND SCHEDULE

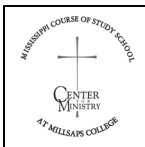
Friday

3:00-5:00 pm Lodging Check-In
5:30-6:00 pm Commuter Check-in
6:00-6:45 pm Worship
7:00-10:15pm Class
(15 Min Break)

Saturday

7:45-Noon Class
(15 Min. Break)
Lunch on your own
1:00-4:15 pm Class
(15 Min. Break)

* Full-time local pastors are required to pursue their course of study education at a regional school such as Emory Course of Study at Emory University in Atlanta, Georgia. In rare cases, full-time local pastors may participate in MSCOS. Contact your annual conference's board of ordained ministry for more information.



The courses of MSCOS are designed to help busy persons develop knowledge, skill, and wisdom for pastoral ministry. **They are designed to be taken in a**

specific order. Following this sequence allows students to make the most of their education and helps them be more effective as pastors. Students

are expected to take first year (100-level) courses first and fifth year (500-level) courses last. Please check when you register if you need to make an

exception to this practice. MSCOS administrators reserve the right to refuse enrollment in a course if they believe the student is not ready to take it.

FOCUS	BIBLICAL STUDIES	THEOLOGY & HISTORY	PARISH MINISTRY	PASTORAL LEADERSHIP
YEAR ONE COURSES	COS 111: The Pastor as Interpreter of the Bible <u>Rev. Cary Stockett</u> [Fall Session]	COS 112: Theology in the Wesleyan Spirit <u>Rev. Dr. Wayne Webster</u> [Winter Session]	COS 113: Pastoral Care for Spiritual Formation <u>Rev. Steve Casteel</u> [Summer Session]	COS 114: Pastoral Leadership and Administration <u>Rev. Kevin Carter</u> [Spring Session]
YEAR TWO COURSES	COS 211: Hebrew Bible I <u>Rev. Dr. Sam Morris</u> [Fall Session]	COS 212: Theological Heritage: Early and Medieval <u>Rev. Dr. Andrew Thompson</u> [Spring Session]	COS 213: Formation for Discipleship <u>Rev. Dr. Jim Porter</u> [Winter Session]	COS 214: Practice of Preaching <u>Rev. Dr. Bob Rambo</u> [Summer Session]
YEAR THREE COURSES	COS 311: New Testament I <u>Rev. Dr. Eric Pridmore</u> [Spring Session]	COS 312: Our Theological Heritage: The Reformation <u>Rev. Rachel Benefield-Pfaff</u> [Winter Session]	COS 313: Our Mission from God: Evangelism <u>Rev. Dr. Joe May</u> [Summer Session]	COS 314: Pastoral Care and Counseling <u>Rev. Dr. Dorothy Dickson-Rishel</u> [Fall Session]
YEAR FOUR COURSES	COS 411: Hebrew Bible II <u>Rev. Dr. Denise Donnell</u> [Fall Session]	COS 412: The Wesleyan Movement <u>Rev. Dr. Joey Shelton</u> [Summer Session]	COS 413: Worship And Sacraments <u>Rev. Chris McAlilly</u> [Winter Session]	COS 414: Personal and Social Ethics <u>Rev. Dr. Lee Ramsey</u> [Spring Session]
YEAR FIVE COURSES	COS 511: New Testament II <u>Rev. Dr. Chuck Meador</u> [Fall Session]	COS 512: Contemporary Theology <u>Rev. Dr. Loye Ashton</u> [Spring Session]	COS 513: Our Mission From God: Transforming Agent <u>Rev. Stephen Cook</u> [Summer Session]	COS 514: Theology and the Practice of Ministry <u>Rev. Heather Hensarling</u> [Winter Session]
<u>Winter 2014 Session</u> January 10-11, 24-25 <u>Spring 2014 Session</u> March 28-29, Apr.11-12 <u>Summer 2014 Session</u> July 11-12, 25-26 <u>Fall 2014 Session</u> October 10-11, 24-25				

THE MISSISSIPPI COURSE OF STUDY POLICIES

HONOR CODE

The Honor Code refers to our commitment as a Christian community to maintain academic honesty. The Honor Code of MSCOS requires that all material submitted by a student must be the student's own work. **Violations include cheating and plagiarism, which is to knowingly claim that the work of another person is one's own.** Any person found guilty of violating the Honor Code, after review of the case by a faculty committee, may be subject to one or more of the following actions: receiving a warning, being placed on probation, being removed from the course, failing the course, and being expelled from MSCOS. Regardless of what the action is, a letter about the incident will be sent to the student's district superintendent and local pastor registrar.

REGISTRATION

- Your registration form is not complete until it includes your signature and the signatures of your district superintendent and local pastor registrar along with your registration fee. This includes on-line as well as by mail or fax.
- Your completed registration form must be submitted no later than three weeks before the beginning of class.
- You must submit a separate registration form for each course in which you would like to enroll.

ATTENDANCE

Class time is a crucial component of MSCOS. Students are required to participate in twenty hours of class time in order to successfully complete their course. A student may miss up to four hours of class time due to illness or emergency and still receive credit for the course, if that absence is excused by the instructor or the director of MSCOS. **Absences of over four hours during a course will automatically result in the student needing to retake it.** It is the student's responsibility to notify the instructor of any absence and to arrange for the completion of any make-up work.

CANCELLATIONS AND "NO-SHOWS"

- Unless you officially cancel your registration prior to class you and/or your annual conference will be charged tuition. Your completed registration indicates your commitment to take the course. Partial credit for the registration fee may be issued with a valid reason for cancellation
- Registered students who do not show up for class will receive a letter grade of "F" for the course.
- No refunds or credit will be given for students who are "no shows."
- Students with an outstanding balance will not be allowed to register for additional courses, nor will course credit be awarded until the balance is settled.

INCOMPLETES

Students may in special circumstances request incomplete status for a course. Inquiries regarding incomplete status should be directed first to the instructor and then to the director of MSCOS.

WITHDRAWALS

In order to withdraw, a registered student must submit a detailed letter stating the reason for not attending to the MSCOS Director no later than the beginning of class on the second weekend of the term. The letter will be reviewed with notification as soon as possible. Registration fee is neither refundable nor transferable.



Course Registration

THE MISSISSIPPI COURSE OF STUDY SCHOOL AT MILLSAPS COLLEGE

1701 North State Street
Jackson, Mississippi 39210
Phone: 601-974-1488
Fax: 601-974-1484
cos@centerforministry.com
www.centerforministry.com



COMPLETE THE FOLLOWING STEPS IN ORDER TO REGISTER:

- (1) FILL OUT AND SIGN THE REGISTRATION FORM.
- (2) HAVE YOUR DISTRICT SUPERINTENDENT AND LOCAL PASTOR REGISTRAR SIGN THE FORM.
- (3) DELIVER THE COMPLETED FORM TO THE CENTER FOR MINISTRY BY MAIL, BY FAX, OR IN PERSON. KEEP A COPY FOR YOUR RECORDS.

Last Name First Name Middle Initial Nickname

Complete Mailing Address City State Zip

Preferred Phone Number Secondary Number

FAX Number Email Address

Social Security Number Birth Date Gender

Annual Conference District

Charge Date Completed Licensing School

Do you need MSCOS to provide lodging for you?

___ Yes ___ No ___ Double Room (\$80.00)

___ Roommate Preference

___ Private Room (\$160.00)

*****I have read and agree to the policies of the MS Course of Study as stated page 3 of this brochure. ****

Signature of Student _____

Date _____

SIGNATURE OF DISTRICT SUPERINTENDANT (REQUIRED)

DATE _____

SIGNATURE OF ANNUAL CONFERENCE LOCAL PASTOR REGISTRAR (REQUIRED)

DATE _____

COURSES OFFERED

YOU MUST COMPLETE A SEPARATE REGISTRATION FORM FOR EACH COURSE

YOU MAY REGISTER FOR
COURSES UP TO ONE YEAR
IN ADVANCE

WINTER 2014 SESSION

January 10-12, 24-25

___ COS 112
___ COS 213 ___ COS 312
___ COS 413 ___ COS 514

SPRING 2014 SESSION

March 28-29, Apr.11-12

___ COS 114
___ COS 212 ___ COS 311
___ COS 414 ___ COS 512

SUMMER 2014 SESSION

July 11-12, 25-26

___ COS 113
___ COS 214 ___ COS 313
___ COS 412 ___ COS 513

FALL 2014 SESSION

October 10-11, 24-25

___ COS 111
___ COS 211 ___ COS 314
___ COS 411 ___ COS 511

ANNUAL CONFERENCE AUTHORIZATION—

MSCOS is designed specifically for part-time local pastors who are under appointment. Therefore MSCOS will not admit any student into a course unless his or her registration form has first been signed by the student's district superintendent and annual conference registrar.

PAYMENT—Many annual conferences cover some or all of their students' COS tuition fees. Some conferences cover a portion of their students' registration fees as well. Each annual conference has its own policies regarding its level of support for COS students. **It is the student's responsibility to be clear about his or her annual conference's policy.** Contact your district superintendent or local pastor registrar for more information. Payment can be made by cash (in person), check, paypal or money order.

GRADING

Grades are awarded on a letter-grade scale to indicate how well the student has learned the material and is able to apply it to his or her ministry.

Grading Scale:

- A....Outstanding
- B....Above Average
- C....Average
- D....Below Average
- F....Unacceptable

Students will also receive a failing grade for non-attendance and non-completion of assigned work.

TEXTBOOKS—Textbooks can be purchased through Cokesbury on-line or toll free 877-300-7608).