



Master of Theology Program Handbook

2023 -2025

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About Logos Evangelical Seminary

LOGOS SPIRIT

Attempt great things for God. Rescue millions of souls.

VISION & MISSION STATEMENT

Forming missional servants for God's kingdom
Transforming global churches for Christ

STRATEGIC VISION

Logos Evangelical Seminary, as a Christ-centered school, will become a leading Asian seminary in North America that provides students from around the world educational excellence in a multi-lingual and cross-cultural setting.

CORE VALUE AND CHARACTERISTICS

- Christ-Centered Community – Jesus Christ is the foundation of our faith.
- Grounded in Scripture – the Bible is the ultimate authority of our faith.
- Educational and Academic excellence – outstanding faculty.
- Mutual Caring – close interactions among teachers, staff, and students.
- Holistic Developments – spirituality, knowledge, ministry, and life.
- Global Diversity – great variety of backgrounds among faculty, staff, and students.

FEATURES

- All faculty members hold doctorate degrees from accredited seminaries and universities in the disciplines of theological and biblical studies. Their rich ministry experiences have also enhanced their teaching and mentoring.
- We encourage students and faculty to maintain a close relationship with the Lord, in their walk with God, prayer life, preaching and evangelism.
- We focus on equipping Chinese students to serve and establish churches in North America and across the world.¹
- We emphasize field education and missions by requiring students to participate in local church ministry during regular school terms and participating in short-term missions and full-time field education in the summer.

¹ Students from all ethnic backgrounds competent in Chinese are also welcome to the program.

- Every Wednesday, we have a chapel service, student activities, and advisory groups in the afternoon. Students are encouraged to attend the morning and evening prayer meetings on campus and in the dormitory.

OVERVIEW

For nearly 34 years, Logos Evangelical Seminary (Logos) has been equipping godly servants to serve the churches in North America and around the world. Since its establishment, our goal is to see more Christ followers be able to “Attempt Great Things for God; Rescue Millions of Souls.” Our key guiding principles include the pursuit of spiritual formation, academic excellence, ministerial competence, and godly living.

As a Bible-believing and Christ-centered seminary, Logos is committed to cultivating more pastors, missionaries, and Christians in various professions, who will in turn nurture disciples to live out the Great Commandment and the Great Commission. Since all our faculty members are either ethnic Chinese from various countries in Asia or veteran missionaries serving among the Chinese population or communities, Logos is uniquely positioned in Chinese contextualization by training those who will minister primarily among the Chinese diaspora and beyond.

- Logos has two campuses in North America: one in Los Angeles and one in Chicago.
- Logos also has an e-campus that provides online-synchronous, asynchronous, and hybrid courses.
- Logos offers two doctoral degrees, five master’s degrees, and several certificate programs.
- Logos offers technologically up-to-date classrooms along with state-of-the-art library that contains the largest collection of Chinese theological books in North America.
- Logos serves more than 300 students, who come from countries all over the world.
- Logos’ over 800 alumni serve in more than 300 churches and Christian organizations around the world.

Authorization and Approval

- Accredited by the Association of Theological Schools in the United States and Canada (ATS).
- Accredited by the WASC Senior College and University Commission (WSCUC).
- Accredited by Asia Theological Association (ATA).
- Authorized by Illinois Board of Higher Education.
- Authorized under U.S. Citizenship and Immigration Services (USCIS) to issue I-20 to enroll nonimmigrant alien students.

Program Description

I. Purpose

The Master of Theology program is designed to prepare the students for an advanced graduate study, to equip them for teaching ministry in seminary or university, and to enhance their specialized function in ministry.

II. Goals

The Th.M. program aims to prepare students for advanced graduate studies with the goal of further academic pursuit in the doctorate level, serving in teaching ministry, doing research and academic writing, or enhancing the depth of one's teaching and preaching, by fostering and equipping students to have the following qualities:

1. Knowledge needed for advanced graduate studies. This is to be achieved through
 - a. Reading and learning on current issues in theological and biblical studies.
 - b. Being tested to be competent in mastering needed skills in the area of study such as biblical languages, exegetical skills, and general understanding of systematic theology.
2. Competence in using research methods and resources. This is to be achieved through
 - a. Training in advanced research methodologies.
 - b. Writing good quality research papers.
 - c. Being guided in research towards writing a thesis.
3. Ability to formulate productive questions and solutions in a focused area of study. This is to be achieved through :
 - a. Having advanced knowledge in the area of study.
 - b. Completing a master's thesis.
4. Ability to teach and prepare teaching materials. This is to be achieved through :
 - a. Training in teaching methods.
 - b. Having opportunities to teach.

III. Program Content

1. This program emphasizes academic research. All courses are designed toward this direction.
2. Entire program consists of 24 semester units (excludes prerequisite of 15 units in Biblical languages); 18 units of course work and 6 units of thesis.
3. Biblical language requirement is either 9 units of Hebrew and 6 units of Greek or 6 units of Hebrew and 9 units of Greek. Students can transfer units through examination.
4. This program is only offered to students majoring in Biblical and theological studies.

IV. Program Design

Basic studies (6)

- Core course: Research and methodology (6)

Area of study (12)

- Exegesis II for OT or NT/Historical development of theology for ST (4)
- OT/NT Seminar 1 / Contextual Theology (4)
- OT/NT Seminar 2 / Readings in ST (4)

Integration (6)

- Thesis (6)

	Old Testament Concentration	New Testament Concentration	Systematic Theology Concentration
Pre-qualifications (15)	Hebrew I, II (6) Greek I, II (6)		
	Hebrew Exam	Greek Exam	Theology Exam
	Hebrew Exegesis I (3)	Greek Exegesis I (3)	Hebrew or Greek Exegesis I (3)
Basic Studies (6)	Research and Methodology in OT and NT (4) Research and Methodology in ST (2)		
	Hebrew Exegesis II (4)	Greek Exegesis II (4)	Historical Development of Theology (4)
Area of Study (12)	OT Seminar 1 (4)	NT Seminar 1 (4)	Contextual Theology (4)
	OT Seminar 2 (4)	NT Seminar 2 (4)	Readings in ST (4)
	Colloquia (1 for each semester) (0)		
Integration (6)	Thesis (6)		

V. Entrance Exam

1. All Th.M. students are required to take biblical language entrance exam or Systematic Theology entrance exam as prerequisite for entering the Th.M. program. (OT: Hebrew exam; NT: Greek exam; ST: Theology exam)
 - a. Students are to take the entrance exam on New Student Orientation Day if the student has completed 15 credits in Biblical languages before admission.
 - b. Students are to take the entrance exam by July 31 in next year if the student has not completed 15 credits in Biblical languages before admission. The biblical languages requirement shall be completed within the first year.
 - c. If the student fails the language entrance exam, he or she must retake the language exam within a year. During this year, the student is allowed to take 6 units of course

work per semester. He or she may take/audit either first year language course or if deemed capable, take second year exegesis course.

- d. If the student fails the language entrance exam the second time, his or her case will be brought to the Th.M. committee for evaluation whether he or she is eligible to continue in the program.
- e. Students who fail the language entrance exam are disqualified from applying for scholarships.

VI. Academic Advising

1. Students shall select their research topic and area at the beginning of the program.
2. All courses must be relevant to the research topic.
3. Guided study area must be part of thesis content. Students must meet with the mentor for at least an hour every other week to do advanced research study under the mentor's guidance.

VII. Mentors

1. Mentors will be assigned to students before the beginning of the second semester of the first year. The first mentor will be supervising the student's course work throughout the program.
2. Students may petition to change mentor at the beginning of the semester. However, the change is only allowed once, and it must be approved by the ThM committee.

VIII. Location and duration

1. Students are encouraged to maintain a full-time status. All regular courses can be taken at the main campus in El Monte, California or online (if available). The student may work on the thesis off-campus.
2. The minimum duration of this program is 2 years, the maximum 4 years (including thesis work). This may be extended for one more year.

IX. Student Progress Evaluation

1. The first mentor will evaluate the academic progress of the student and report to the Th.M. committee.
2. All students must fulfill Hebrew and Greek language requirement before the end of the first semester.
3. Students must pass the entrance examination before thesis writing.
4. Any course with a grade below C+ will not be counted towards the graduation credits.

X. Thesis

Students may start writing a thesis after the approval of thesis proposal. The thesis should be kept 120-150 pages long in English and 90-120 pages long in Chinese. The format of thesis in biblical studies should be SBL, the 2nd updated edition. Students will take one semester for writing the thesis proposal and then 12 months for thesis writing after the thesis approval. Students must complete writing a thesis within one year. Students may extend for one more year upon the approval of Academic Office.

XI. Graduation requirements

The student must:

1. Complete 24 semester units (thesis included) with a GPA of 3.0 (B or 83.5-86.4%) or above.
2. Finish the thesis and pass the oral defense.
3. Obtain an academic clearance.

XII. Thesis Exhibits, Lending and Purchase

Logos has made the effort to provide our ThM Thesis to all ministerial workers. In addition to the announcement of the Thesis titles at annual commencement and posting in seminary newsletter, Logos also post them on:

1. A final soft copy (PDF) of the ThM thesis will be retained in Logos library and a hard copy will not be published.
2. Lending: electronic version through Ariti digital library
3. Purchase: Copies of Thesis may be purchased from TREN.

Theological Research Exchange Network

P.O. Box 30183

Portland, OR 97294-3183

Faculty

I. Resident Faculty

Bing Chen:	Assistant Professor of Systematic Theology
M.Div.	Torch Trinity Graduate University
Ph.D.	Torch Trinity Graduate University

Ekron Chen Associate Professor of Systematic Theology
ThM Dallas Theological Seminary
PhD Southern Baptist Theological Seminary

Tony Chen: Assistant Professor of Old Testament Studies
M.Div. Talbot School of Theology, Biola University
Th.M. Talbot School of Theology, Biola University
Ph.D. Asbury Theological Seminary

Richard R. Cook Professor of Church History and Missions
M.Div. Trinity Evangelical Divinity School
ThM Trinity Evangelical Divinity School
MA University of Iowa
PhD University of Iowa

Mary Luo Assistant Professor of New Testament
MA Grand Rapids Baptist Seminary
ThM Calvin Theological Seminary
PhD Trinity Evangelical Divinity School

Daisy Y. Tsai Associate Professor of Old Testament
M.Div. China Evangelical Seminary
ThM China Evangelical Seminary
PhD Trinity International University

John Wu Associate Professor of New Testament
M.Div. China Evangelical Seminary
STM Dallas Theological Seminary
PhD Dallas Theological Seminary

II. Emeritus Faculty

Hoong-Hing Wong: Professor of New Testament Studies
M.Div. Canadian Theological Seminary
Th.M. Westminster Theological Seminary
Ph.D. Sheffield University

III. Regular Adjunct Faculty

Sharon Lei Ph.D.	Systematic Theology Trinity International University
Yinghua Liu Ph.D.	Contextual Theology Graduate Theological Union
Chloe Sun: Ph.D.	Affiliate Faculty: Old Testament Studies Fuller Theological Seminary

Academic Policies

I. Admission Standards and Procedures

A. The Th.M. Committee

1. The Committee shall administrate all affairs pertinent to student admissions.
2. The Committee meets at least once each year.

B. Admission Requirements

1. Born-again Christians.
2. Master of Divinity degree or Master of Arts in Biblical studies from an accredited institution with a GPA of 3.33 (B+ or 86.5 - 89.9%) or above.
3. Proof of English proficiency is required. Minimum TOEFL score of 550 (79-80 TOEFL iBT). Or IELTS score of 6.5.
4. A research paper by applicant, as evidence of the aptitude for advanced theological studies.
5. A demonstration of maturity in personal and spiritual life, with recommendations from two seminary professors.
6. Applicants must have grade B or above in all Hebrew and Greek courses at the time of application. No scholarship will be awarded for a course grade of C.

C. Admission Procedures

1. Complete the ThM online application from Logos website.
2. Request official transcripts from graduate schools to be sent directly to Admission Office. (Concise translation in Chinese or English if needed.)

3. References from two seminary professors.
4. Request official TOEFL Score or IELTS score sent to Admissions Office (School Code 8548).
5. After a preliminary review of the applications, the Admissions Office will notify eligible applicants for an online interview. The purpose of the Th.M. interview is to assess the commitment and readiness of the applicant for the study program.

D. Special Instructions

1. Divorced/Remarried/Separated Applicants: These issues may not disqualify you from seminary studies; however, they have a significant effect on your life and ministry. Therefore, please submit a 1-2 page, typed statement explaining:
 - ❖ The general circumstances. Include counseling and attempts at reconciliation.
 - ❖ Your view of the Biblical teaching on divorce and how your situation relates to that teaching.
 - ❖ How do you foresee this impacting your future ministry.

E. Notification of Admission

1. After evaluating the application, the accepted applicants would be notified by mail. The information for registration will also be mailed. The accepted applicants should return the Admission Contract to the Admissions Office within two weeks from the date of received.
2. Overseas applicants shall complete the I-20 application form online for obtaining I-20.
3. If, for any reason, the accepted applicant wishes to postpone admission, he/she must notify the Admissions Office in writing two weeks prior to the beginning of the semester. The student is allowed to postpone his or her admission twice, one year each time.

F. Admission Status

1. Regular: An officially admitted student enrolls in a degree program.
2. Auditor: Th.M. program is not open to other degree students.

G. Orientation for New Student

1. All new students are required to attend the student orientation that is held two weeks before the beginning of the semester.
2. The orientation includes the introduction of academic policies, campus facilities, library tours, computing environment, and all other information concerning student life.

II. Scholastic Regulations

A. Academic Year and Term

1. Each academic year consists of two regular semesters. Fall semester begins in August and ends in December. Spring semester begins in January and ends in May.
2. Each semester lasts fifteen weeks including one week of term break. The final examination is in the sixteenth week.

B. Grading System

1. If a student's class attendance falls to 70% or below, credit will not be granted for that course.
2. A grade of C+ (76.5-79.9) or above is considered a passing grade.
3. Semester grades are given according to the following scale:

RANKING	SCORE	GPA
A+	96.5 - 100.0	4.00
A	93.5 - 96.4	4.00
A-	90.0 - 93.4	3.67
B+	86.5 - 89.9	3.33
B	83.5 - 86.4	3.00
B-	80.0 - 83.4	2.67
C+	76.5 - 79.9	2.33
C	73.5 - 76.4	2.00
C-	70.0 - 73.4	1.67
D+	66.5 - 69.9	1.00
D	63.5 - 66.4	1.00
D-	60.0 - 63.4	0.67
F	59.9 or below	0.00
P	Passed	
NP	Not Passed	
I	Incomplete Grade	
IP	Course in Progress	
IS	Independent Study	
WP	Withdrawn with passing grade	
WF	Withdrawn with failing grade	
NR	Not Reported	

4. Students' GPA will not be affected by a passing grade (P) in a pass/fail course.
5. A course withdrawn in the first seven weeks of the semester will not be recorded in the student's academic record. A course withdrawn after the seventh week will be recorded as withdrawn with passing grade (WP) or withdrawn with failing grade (WF). The student's GPA will not be affected by withdrawn courses.

C. Paper Requirements

- a. All course assignments are due by the last day of the semester. Student may apply for "Incomplete" if he or she cannot meet the deadline.
 1. Student who needs apply for an "Incomplete" for the course, must meet the following requirements:
 - ❖ Severe medical conditions (must submit letter of proof from the doctors)
 - ❖ Bereavement (with brief description)
 - ❖ Unexpected severe circumstances (must attach a letter of explanation)
 2. Student who has met any of the above requirements, may request an "Incomplete" on the grade, by submitting an application form for Incomplete, approved by the Academic Office, before the last day of the semester, and should pay the required fee, \$100 (per application).
 3. If an "Incomplete" is granted, the unfinished course works should be due and received by the professor within six weeks. Then the "Incomplete" course will be changed to a regular grade (A~C- or F). All "Incomplete" courses will, automatically, receive one grade down from the given grade (e.g. from A- to B+).
 4. If the course work cannot be completed within the given time, the instructor will determine whether a reduced grade or a grade of F is warranted, based on the policy published in the course syllabus. Students receiving an F grade for a core course must retake the course.
 5. Each "Incomplete" course may be extended one time only. Renewal of extension will not be granted. Students will only be allowed a maximum of three "Incomplete" in total.

b. Policy of Plagiarism

Whether the quotation is from a printout or an online resource, it is necessary to cite the sources when reference to other people's data, views, or ideas. If one copied a phrase, a sentence or a paragraph from others without using quotation marks and does not indicate the source, it will be considered plagiarism. Plagiarism is dishonest and unethical behavior. One who commits plagiarism may face the result of termination of his/her studies. **The Scenario of Plagiarism including:**

1. Buying a research paper from any of the resources.
2. Copying an article from any of the Web-based resources.

3. Translating any of the foreign articles into English or Chinese without citing the source.
4. Creating a paper by cutting and pasting from several sources.
5. Quoting less than all the words copied or faking a citation.
6. Changing only some of the words but copying the whole phrases
7. Paraphrasing or summarizing other people's ideas without attribution.

❖ **Penalty:**

1. The student will need to redo the assignment. The final grade of the course will be C or below. Violation will be reported to the Academic Dean.
2. The student must schedule an appointment with the Format Specialist for further learning on how to avoid plagiarism.
3. The student will be sent to the Conduct Committee if he/she commits plagiarism again.

D. Registration and Course Selection

1. All students must register before the deadline. Otherwise, the student will need to pay a late registration fee.
2. All students must follow the registration procedures set out by the Academic Office.
3. When students register, they must register according to their concentration, with core courses taking priority. A student may not take more than 9 units in a semester unless they have prior approval from the Academic Dean.
4. To maintain the status of full-time student, a student must register for a minimum of 6 units per semester.
5. All fees are payable upon registration, unless the student requests a installment payment plan from the Accounting Office. Students with financial needs may apply for financial aid from the Office of Student Affairs.

E. Changes in Course Registration/Cancellation and Withdrawals:

Within the first ten days of any regular school semester, students are allowed to make changes in their course registration. Audit courses may not be dropped after school starts. After the third week, no course may be added. Intensive course and online courses, see Tuition Refund Policy or Enrollment Agreement.

F. Leave of Absence

1. Students who do not wish to register for consecutive semesters (excluding summer semester) must file either "Leave of Absence" or "Withdraw".
2. Leave of absence is valid for one year and students must re-file each year.

3. Students who fail to file leave of absence are considered withdrawn from the program.
4. Students may resume their studies after the leave of absence via a reinstatement form.
5. The maximum amount of time for a leave of absence is three years. If the absence exceeds three years, the student will be considered withdrawn from the program. And the student must be re-evaluated by the Admission Committee for readmission before the student returns.

G. Transfer of Credits

Criteria of transferring credits earned from other seminaries:

1. From ATS or ATA accredited seminaries
 - a. Course(s) to be transferred must be a grade of B (=85 points) or above.
 - b. Course(s) considered for transfer must be taken within 7 years.
 - c. The total credits transferred must not exceed 1/2 of the degree requirement.
2. From the seminaries without ATS or ATA accreditation will be considered case by case.

III. Miscellaneous

A. Academic Transcripts

1. Students' official academic records include all the courses done and the grades will be kept permanently. All other information or documents will be kept in the Academic Office for five years. The transcript may not be released without an online request from the student to the Academic Office.
2. Students have the right to request their own transcripts be issued to designated individuals or institutions.

B. Rights to Access Academic Records

1. Students have the right to review their own academic records and to request amendment of the records to ensure that they are accurate.
2. If, on the student's application form, the student had waived the right of access to the reference letters that were sent to the school as part of the student's admission procedures, the student may not have access to those letters.

C. Student full-time/part-time Status during Thesis writing stage:

1. Assigned Thesis writing time: One semester to write the proposal, then 12 months to finish the thesis.
2. Non-F-1 international students :

- Full-Time status: Only if this student has been full-time status in all semesters before he/she enters Thesis writing stage, he will be granted full-time status. The full-time status lasts till the end of the assigned Thesis writing time. After that, the status is changed to part-time if his/her extension application is approved.
 - Part-Time status: Anyone who has been part-time status in any semester before he/she enters Thesis stage, will still be part-time status during all thesis writing time.
3. F-1 international students:
- F-1 students have full-time status during the Thesis writing stage according to US immigration Law. However, after the assigned thesis writing time ends, he must apply for an extension and pay part-time student dormitory fee rate if extension is approved.
 - During Thesis writing time, F-1 international student must file progress report at the end of each semester. This report must be signed by 1st mentor. If students fail to make reasonable progress or fail to report, their F-1 status may be revoked.

Expenses

I. Tuition and fee (2023-2025)

-All fees are in U.S. dollars.

-Logos Seminary reserves the right to change rates.

-All fees must be paid at the time of registration. Otherwise, the student must apply for the deferred payment plan from the Accounting Office.

- TUITION

700 level course	Th.M.	(per unit)	\$ 421.00
	Audit		\$ 127.00

- NON-REFUNDABLE FEES

Application fee:	\$ 100.00
Administration fee (0-5 / 6 above units)	\$ 50.00/\$100.00
Installment payment plan fee	\$ 50.00

Late registration	\$ 30.00
Late payment fee	\$ 25.00 & up
Add/Drop after second week	\$ 30.00
Assignment due date extension fee (per course)	\$ 100.00
Program extension Fee	\$ 120.00
Photocopy of document	\$ 30.00
Transcript (per copy)	\$ 10.00
Letter of Certification	\$ 10.00
Graduation fee	\$ 250.00
ThM English Test Fee	\$ 100.00

- **Miscellaneous Fees**

Thesis advisory fee	\$1,000.00
Thesis extension fee (per year)	\$397.00
SBL Format Checker fee	\$150.00
Continuation fee	\$200.00
Course material fee	varies by course
Miscellaneous application fee	varies by application
Student Council member fee	Collected by Student Council

- Total approximate cost for ThM program \$10,104.00

The above fees only cover tuition and do not include living expenses, insurance, books, car purchase, car maintenance and other miscellaneous expenses.

II. Installment Payment Plan

A student may opt-in for the installment payments for their tuition and will be charged an administration fee. The Installment Payment Plan does not apply to intensive courses. Students must submit a request for opt-in to the accounting office before the initial tuition due date. The schedule for payments is as follows:

1. First installment (1/3 of all fees) upon initial tuition due.
2. Second installment (1/3) on or before the seventh Friday of the semester.
3. Last installment (1/3) on or before the last Friday of the semester.
4. A Late Payment fee will apply to each unpaid installment.
5. Student with unpaid installment balances will not be allowed to enroll in courses for the next semester until the balance has been payoff.

III. Tuition Refund Policy

A student may withdraw from courses before the end of the semester. The student is entitled to a refund up to the Friday of the seventh week. A schedule of refunds according to the withdrawal date is as follows:

REFUNDS FOR REGULAR COURSES

Within the first week	100%
Before the Friday of the third week	80%
Before the Friday of the fifth week	60%
Before the Friday of the seventh week	40%
After the seventh week	0%

REFUNDS FOR INTENSIVE COURSES

End of the first day	100%
End of the second day	80%
End of the third day	60%
After the third day	0%

Students can apply for a refund towards the tuition fees for the next semester or request a refund from the Accounting Office. LES Scholarship and Tuition Aid credits cannot be refunded to students, only the tuition paid by students.

IV. Living Costs

Students are responsible for their room and board. The following is an estimate of costs for room and board for twelve months in dormitory housing:

Single student:	\$21,500
Married couple:	\$24,500
Children: each:	\$3,000

(Logos Seminary has a student dormitory. For an application and rate schedule, please check the web site [Logos Domintory.](#))

Student Life

I. Student Development Department

The Student Development Department follows the education objectives of the Seminary in helping students become ministers who please the Lord and glorify God in their spiritual formation, intellectual endeavor, personal lifestyle, and Christian service.

A. Goal:

1. To help students obtain a balanced development in physical, mental and spiritual well-being.
2. To facilitate effective communication between the Seminary and the students.
3. To encourage students to actively involve themselves in community life.
4. To enhance the spirit of unity of the Seminary.

B. Ministries:

1. To oversee the students' spiritual life, personal evangelism, and community care through advisor/advisee groups.
2. To advise on the activities sponsored by the Student Council.
3. To invite ministers, overseas missionaries, or other professionals to the Seminary to share about their ministerial experiences and other special topics.
4. To coordinate programs of scholarships and grants.
5. To care for students' well-being, marriage, and family relations.
6. Plan the freshman training course (APS01 Orientation-All) for each semester, the school-wide spiritual camp for teachers and students before semester each fall, and the seminary students and ministers' personal growth courses (Seminarists and Ministers' Personal Growth)
7. To plan Wednesday weekly staff prayer meetings, chapel worship meetings, and afternoon student's activities.
8. To provide advice and solutions to students in emergency situations and to handle general grievances.

II. Logos Student Council

Logos Student Council is composed by all full-time students studying at Logos. The leaders of the council are chairperson, vice-chairperson, and six other coworkers who are elected at the member assembly. The vice-chairperson and six coworkers shall take on the jobs of secretary, activity, general affairs, finance, worship, caring, and mission

respectively. In addition, an auditor shall be elected from the members and the Dean of Students Development as the advisor of the Council. The purpose of the Council is to arrange student activities on and off campus to enhance fellowship among students and create a communication channel between seminary and students. Moreover, it promotes student participation in seminary's training and events.

III. Student Medical Care

- A. All full-time students must enroll in basic health insurance program before Registration.
- B. Some over-the-counter medicines are provided in the medical cabinet located at the Student Development Department.

IV. Standards of Conduct

Students are called to be ministers or to work in Para-church organizations according to the principles of the Bible. They should set examples in their behaviors and conduct for the lay people. The seminary expectation for students' conduct and life is higher than the standards set by the society. Students are expected to comply with the law, respect proper constitutional authority and obey seminary policies, rules and regulations. Unacceptable conduct is defined as an action or behavior that is contrary to the best interest of a fellow student or students, the faculty or staff, the seminary, or the teaching/learning process.

Students failing to perform according to established standards may be subject to disciplinary action. Violation of this standard shall include, but is not limited to:

1. Academic misconduct including, but not limited to, cheating, fabrication, plagiarism and facilitating academic dishonesty.
2. Physical abuse, verbal abuse, threats, intimidation, harassment, coercion and other conduct which threatens or endangers the health or safety of any person.
3. Use or possession of illegal drugs, drinking alcoholic beverages and smoking.
4. Sexual misconduct including, but not limited to, sexual offenses, sexual harassment and homosexual behavior.
5. Attempted or actual theft or damage of seminary or personal property.
6. Unauthorized possession, duplication, or use of keys to any Seminary premises or unauthorized entry to or use of Seminary premises.
7. Illegal or unauthorized possession of firearms, explosives, other weapons or dangerous chemicals on Seminary premises.
8. Theft or abusive use of seminary's computer equipment, including but not limited to:

- a. Unauthorized entry into other personal, staff, or faculty file to use, read or change its contents for any purpose.
 - b. Unauthorized transfer or deletion of Seminary's computer system files.
 - c. Unauthorized use of another individual's identification and password.
 - d. Use of computing facilities to interfere with the work of another student, staff, and faculty member.
 - e. Use of computing facilities to view, send or receive obscene or abusive or other inappropriate messages.
 - f. Use of computing facilities to interfere with normal operation of the Seminary computing system.
9. Fighting; Abusive or vulgar language.
10. If, for any reason, student's marital status changes during the program of study (e.g. marriage, divorce, remarriage...), he or she shall notify the SDD (Student Development Department) at least three months prior to the change. SDD, if possible, will arrange or refer the student to necessary counseling services (e.g. FOCCUS premarital counseling, professional marital counseling). If the student intends to conceal the fact, the case will be forwarded to the Student Disciplinary Committee for further evaluation.
11. Violation of seminary academic regulations and policies.

Considering the spirit of Galatians 6:1-2, it is the intent of the Student Conduct Committee to exercise genuine Christian concern in its dealings with students and that its actions would result in learning, personal growth, and professional development. The long-term welfare of the students, the seminary community and the churches should be the primary concerns of the committee's decision process.

To make this a truly responsible and redemptive community, it is expected that all students, faculty and staff will jointly accept the responsibility of reporting such actions as may be unacceptable, unethical, or detrimental to a Christian academic community or to the ministries that they serve.

Any questionable actions may be reported to the Student Development Department directly. The Dean of Students will make the necessary inquiries or investigation into the matter promptly. This process may consist of personal conversation with all the parties involved to determine if the matter has merit or if it can be disposed of by mutual consent on a basis acceptable to all parties. If the matter cannot be resolved, the Dean of Students will make a report to the Student Conduct Committee, along with documents submitted to the Dean by the student and the parties involved.

The Student Conduct Committee may wish to meet with the students and the involved parties to further investigate the case. The Committee will then discuss the case based on the facts collected by the Dean of Students in a thorough and careful manner. The committee will decide whether the student has been in violation of seminary regulations, standards of conduct in any way that is contrary to the catalog or that is set forth in the student handbook. If warranted, the Student Conduct Committee shall make a report of the matter to the President's Council of the seminary.

The Dean of Students, as chairman of the committee, will notify the student personally and in writing of the committee's decision as well as any disciplinary action recommended. The student may choose either to accept the committee's determination and decision in the case or the student may choose to appeal the decision to the President's office. The appeal must be filed within two (2) weeks after receiving the written decision.

In the event of an appeal, the case will be discussed and reviewed by the President's Council. The student will have the opportunity to submit written comments to the President's Council for consideration. In all cases, the final decision on the appeal shall rest with the President's Council. When an appeal is made, the case will be reviewed and a decision reached as quickly as possible, normally within thirty (30) days.

The decision of the Executive Committee is final. Both the faculty members and the students shall submit to the decision of the President's Council and seek the peace of the institution.

Any disciplinary action toward the involved student shall be reported to the faculty meeting. A written report of disciplinary hearing proceedings, determination, and appeal, if any, will be made and kept on file in the Student Development Department.

A. Organization

Student Conduct Committee

Chairperson: Dean of Students

Members: Academic Dean and a faculty representative

B. Disciplinary Action

Actions of the committee include, but are not limited to:

1. WARNING: A notice in writing to the student who has for the first time or

unintentionally violated institutional regulation. A disciplinary record is maintained for one year from the date of imposition of the sanction.

2. PROBATION I: Disciplinary probation will be required in the event the conduct or attitude of a student violates the Seminary's regulations. The student will be placed on disciplinary probation for one academic semester. If the student fails to improve; he/she may be suspended or dismissed from the Seminary.

3. PROBATION II: Disciplinary probation may be required along with the loss of credit on courses or courses where dishonest work is done.

4. SUSPENSION: A student may be suspended for any specified length of time as determined by the Student Conduct Committee with time and terms of re-admission indicated. After the expiration of the specific length of time, the student may petition to resume his/her studies.

5. DISMISAL: Permanent dismissal from the Seminary will apply in cases where the Student Conduct Committee deems there is evidence that the student's conduct, achievement, or other factors warrant such action.

6. Any of the above may be noted on the student's transcript for a duration of one to three years and may be removed at the discretion of the committee.

C. Student Grievance Policy and Procedure

This policy is only for issues about the Th.M. thesis.

1. Students who do not agree with the first mentor's comment or decision on thesis may submit grievance to the program director. If the program director does not resolve it, then the case would be brought up to faculty meeting. If the program director is the subject of the grievance, then the Academic Dean will be the replacement to resolve the case.

2. Students who do not agree with the second or third mentors' comment or decision on thesis may submit grievance to first mentor. If the first mentor does not resolve it, then the case shall be directed to the program director.

3. The decision at the faculty meeting shall be the final decision.

D. Sexual Harassment Policies and Procedures

The Seminary is committed to providing and maintaining a healthy learning and working environments for all students, staff, and faculty members. The existence of sexual harassment on campus undermines the educational environment, and thus the Seminary is committed to taking action to prevent and eliminate all such behavior and will hold individuals who engage in such behavior responsible and subject to disciplinary action.

These procedures apply to all employees, staff, faculty, and students of the Seminary. The

Seminary does not condone any acts in violation of its Sexual Harassment Policy involving any third parties, including visitors and employees of contractors.

1. Definition: Sexual Harassment is defined to include direct and indirect sexual advances. Sexual harassment includes unwelcome sexual advances, requests for sexual favors, or other verbal or physical conduct of a sexual nature.
2. Sexual Harassment Grievance Officers
 - a. The Vice President of Administrative Affairs and the Vice President of Academic Affairs will assist faculty, students, or staff who may have been subjected to sexual harassment.
 - b. Any complaints about any Grievance Officer or any other administrator shall be directed to the President.
3. The Complaint Process: Problems, questions and complaints of sexual harassment can be discussed with the Grievance Officer.
 - a. Informal Complaint. Every effort will be made to resolve the complaint informally. If the complaint cannot be informally resolved, the complainant will be advised to initiate a formal complaint. It should be understood that merely discussing the complaint does not constitute a formal charge of sexual harassment.
 - b. Formal Complaint.
 - i. A formal complaint is one that has been reduced to writing and signed by the complainant. Complaints should be sent to any one of the Grievance Officers.
 - ii. During any investigation of a formal complaint, the accused must be notified of the complaint and the identity of the complainant. The specific charges shall be shared with the accused as soon as practicable. Beyond this sharing of information, confidentiality will be maintained to the extent possible, until formal disciplinary action is pursued.
 - iii. All formal actions regarding violation of the Seminary's Sexual Harassment Policy and Procedures by any faculty member, staff, or student will be governed by the disciplinary procedures of the Seminary. Sanctions may include dismissal from the Seminary. In any case, the accused shall have the right to counsel. Only sustained charges will be entered into permanent files.
4. Retaliation: No person exercising his or her rights and/or responsibilities under the Sexual Harassment Policy and Procedures shall be subject to retaliation or threat of retaliation in any form. A charge of retaliation or threat of retaliation shall be treated as a separate allegation from the charge of sexual harassment. A finding of retaliation or threat of retaliation shall constitute a separate violation of this policy and is not dependent upon a finding of violation of any other section of the policy.

5. Patently False Accusations: Patently false accusations of sexual harassment will constitute a violation of the Seminary's regulations and subject the accuser to the Seminary's sanctions.

Scholarship / Tuition Aid

Logos Evangelical Seminary tuition aids are set up by the grace of God and through the love offerings of many churches, para-church organizations, and Christian brothers and sisters. When a full-time student with demonstrated academic ability and superb qualifications encounters financial difficulty, he/she can be granted tuition assistance after formally applying for student tuition aid and being approved of such application. Thus, all applicants should first fulfill their own responsibilities and obligations, look to God in faith, and be thankful to the donors who contribute to student tuition aid out of love.

The seminary has established the "Rev. Liu's M.Div. Scholarship", the "MACS Scholarship", the Cross-cultural Research Mission Scholarship (MAICS), the "MAFM G2G Scholarship", the "Living Water D. Min. Scholarship", the ThM Scholarship and the Universal Full Life Center Reserve Missionary Scholarship.

According to the designated donations from various sources, the seminary has established Logos Tuition Aid, EFC Tuition Aid, Seminary Student Spousal Tuition Discount, Work Study Financial Aid, Dorcas Emergency Fund etc. (Logos does not participate in federal and state financial aid programs.)

The Scholarship and Grant Committee consists of the Dean of Students, Academic Dean, and faculty representative. The Dean of Students will be the chairperson of the committee. The committee is responsible for directing and evaluating all tuition aid affairs.

(For the details of Tuition Aid Policy, please check with Student Development Department or refer to Logos Seminary's website: www.les.edu.)

In principle, freshmen cannot apply for scholarships in the first year. If there are individuals who need scholarships, please contact the program director for a case-by-case evaluation.

Library

The Logos Evangelical Seminary Library has been making great efforts on collection development to accommodate the growth of the seminary since its establishment. Currently the total of Chinese and English books holdings is approaching seventy-three

thousand, with steady increment every year, in recall to two hundred Chinese books at the very beginning of the library establishment 30 years ago. Among them, over twenty-seven thousand volumes are in Chinese which makes us the largest collection of Chinese theological books in North America, and more than forty-four thousand volumes in English collection. In addition, we have both purchased and subscriptions to e-books in the Religion Collection and are now reaching one hundred thousand volumes. Library catalog is accessible through our online public access catalog at www.catalog.les.edu and even access worldwide catalog through OCLC Discovery (<http://newfirstsearch.oclc.org/>) for a variety of information.

The Logos Seminary Library holds over five hundred titles of Chinese, English and other foreign language periodicals, among which more than a hundred titles are current subscriptions. For multimedia materials, we have collections of DVDs, videos, audio cassettes, Sunday school materials, and Bible maps on transparencies. The library has an electronic resource center, which contains computerized research tools such as Bible Works, PC Study Bible and Almega Chinese Bible tool. The library also provides wireless internet connection, all students can access through their personal computers to the online database such as ATLA Religion Database/ATLAS, ProQuest Research Libraries, Online Encyclopedia Britannica (Academic Edition), PsyARTICLES, and OCLC FirstSearch, etc to obtain the abstract or full text of the articles. Now the library has also subscribed to the Airiti Library for journal articles and theses at the same time we purchased titles from iRead ebooks, which is the highly anticipated Chinese electronic resources for our student. From 2023 onward, our dissertation and thesis are published on Airiti databases too.

The Logos Seminary Library is a member of Online Computer Library Center (OCLC), American Theological Library Association (ATLA) as well as a member of Southern California Theological Librarian Association (SCATLA). Through these associations, we facilitate wider and more versatile avenues of access to research resources for the Logos Seminary community. These associations offer interlibrary loan activities and direct loan activities. Through the membership of State-Wide California Electronic Library Consortium (SCELC), libraries are offered with reduced prices that are shared from consortium for valuable database subscription.

In 2017 the library was totally remodeled and expanded, now it comprises 10,947 square feet of space with modernized facilities. There are more than 130 seating accommodations. With its spacious space, fantastic lighting and automatic climate control systems, the library provides an elegant, comfortable, and conducive environment for study.

List of Th.M. Theses

2023

Limian Jin *The Transformation of the Firstborn in the Pentateuch:
From Being “Abandoned” to Being “Exalted” in God’s Election in
Pentateuch*

2022

Jing Li *A Study of Discipleship in the Gospel of Luke Through the Use of
ἀκολουθέω*

Ying Wang *A Minor Character Addressing a Major Issue:
A Reader Response on Elihu’s Perspectives in Job 32-37 and a Post-
Holocaust Theological Evaluation*

Shuo Yang *Love Your Neighbor as Yourself: A Study on the Love Toward the “ger”
from the Perspective of the Mosaic Law in Deuteronomy*

2021

Furui Chen *Close Reading of 2 Kings 20 and Parallel Scriptures with Redaction and
Narrative Criticisms*

2020

Chai I Fang *Translation and Theology of “tov” in Ecclesiastes*

2019

Rose Wei Chen *YHWH’s Providence in Life and in History:
the Use of hinneh in the Joseph Narrative*

Hao-Ming Tsai *A Study of ‘Perfect’ in the Sermon on the Mount*

2017

Huimei Chen *Sing to the Well: Jeremiah and the Divine Pathos of YHWH*

2016

Ka-Sz Choi *Freewill and Predestination: A Re-evaluation through Second Temple
Judaism and Hebrew Block Logic*

Mingcheng Kung *Overcoming Evil: The Integration of Moltmann and Creation Order
Theodicies*

2015

Yongsheng Chen *The Work of the Holy Spirit in Church according to Paul's Epistle to the Ephesians*

Julien Yin *Nestorius' Christology: An Assessment of the Historical Debate*

2013

Yi-Chiang Lo *Step by Step, Truth and Clarity—Toward an Old Testament Exegesis*

2012

Jean Chang *On John Calvin's "Institutes of the Christian Religion": The Pneumatology in the Doctoring of the Church, its Inheritance, Reveal, and Significance*

Chiu-Er Chuang *From Paul's Theology of Prayer Examines Evangelical Prayerology*

Joanna Lin *Using 'Εγώ Εἰμί in John 14:6 to Expound Christology in John's Gospel: An Application of Speech Act Theory*

Jun Zhu *A Comparative Study on "Sabbath" and "Rest"*

2011

Teresa Kao *The Place of the Gentiles in God's Chosen Plan*

Ying Li Jones *Exploring the Function of Ezekiel 38-39, the Gog Oracle, from the Eschatological Hope of God's Presence on Earth with Man*

Luong-Hao Tran *Understanding the Will of God for the Gentiles through the Metaphorical Language in the Book of Isaiah*

- Within the context of its theological convictions and missions, the Seminary subscribes to a policy of equal education and employment opportunity for all people, and does not discriminate based on race, age, color, national origin, sex, handicap, or political affiliation in admission, treatment of student, or employee.

- This handbook is provided for the convenience of the Th.M. student. Although every effort has been made to assure the accuracy of the information in this handbook, all who use this book should note that laws, rules, and polices change from time to time and that these changes may alter the information contained in this publication. Please refer any questions to and obtain confirmation of information from the Academic Department.