AU: RELB 335 Acts and Epistles  
OU: RB 311 New Testament I  
WAU: RELT 335 Paul and His Letters
Self-Paced Courses
This course follows a self-paced online format. You have 180 days from your selected start date to complete the course. The last day to withdraw with a full refund is 15 days after your start date.

Instructor Contact
Please refer to course in Learning Hub for the teacher contact information.

Other Assistance

<table>
<thead>
<tr>
<th>Service</th>
<th>Contact Information</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Username and password assistance</td>
<td><a href="mailto:helpdesk@andrews.edu">helpdesk@andrews.edu</a></td>
<td>(269) 471-6016</td>
</tr>
<tr>
<td>Enrollment and cancellations</td>
<td><a href="mailto:sderegister@andrews.edu">sderegister@andrews.edu</a></td>
<td>(269) 471-6323</td>
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<tr>
<td>Bookstore</td>
<td><a href="http://bookstore.mbsdirect.net/andrews.htm">http://bookstore.mbsdirect.net/andrews.htm</a></td>
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<tr>
<td>Technical assistance with Learning Hub</td>
<td><a href="mailto:dlit@andrews.edu">dlit@andrews.edu</a></td>
<td>(269) 471-3960</td>
</tr>
<tr>
<td>Technical assistance with your Andrews account</td>
<td>andrews.edu/hdchat/chat.php</td>
<td></td>
</tr>
<tr>
<td>Exam requests</td>
<td><a href="mailto:sdeexams@andrews.edu">sdeexams@andrews.edu</a></td>
<td>(269) 471-6566</td>
</tr>
</tbody>
</table>

Any other questions: sde@andrews.edu, (800) 782-4769 or (269) 471-6570

Part 1: Course Information

Course Descriptions

*Andrews University*
Brief introduction to principles of New Testament interpretation; a study of Acts, the Pauline Epistles, Hebrews and the General Epistles. Research paper may be required. May be taught with specific emphasis on a particular book or theme.

*Oakwood University*
An introductory survey of the Pauline Epistles, utilizing the book of Acts as a historical resource. Each letter is analyzed exegetically. Emphasis is given to Paul's major themes, including God, Christ, the Holy Spirit, salvation, the church, and last day events, as well as the relevance of Paul’s message to ministerial practice and contemporary Christian living.

*Washington Adventist University*
An investigation of Paul as a person, pastor and theologian will be the focus of this course. A comprehensive study of the Pauline corpus and Paul's theological influences on the development of early Christian theology will help students in their theological and missionary endeavors.

Prerequisite

*Andrews University*
None
*Oakwood University*
RG 314 or permission of instructor.

*Washington Adventist University*
RELB 345 or permission of instructor

**Required Textbook and Course Material**


**Required Materials: Optional To Buy**
The following materials are required for the course and available online within the course or on the Internet. If you prefer to have a hard copy of these materials, you may choose to order them.


**Credit Hours**
This course is offered for 3 semester credits; therefore it is expected that you will spend 135 hours total on this course. This course has 6 assignments and 2 exams; so it is recommended that you budget 17 hours for studying and preparing for each assignment or exam. Suggested schedule(s) to accomplish this work are included in this syllabus.

**Course/Technical Requirements**
- Internet connection (DSL, LAN, or cable connection desirable).

**LearningHub Access**
This course is delivered online through LearningHub at [http://learninghub.andrews.edu](http://learninghub.andrews.edu)

Your username and password are your Andrews username and password. You need to activate your username and password to access LearningHub.

Please do this online here: [https://vault.andrews.edu/vault/pages/activation/information.jsp](https://vault.andrews.edu/vault/pages/activation/information.jsp) if you haven’t already. (269) 471-6016 or email helpdesk@andrews.edu if you need assistance.

If you need technical assistance at any time during the course, or to report a problem with LearningHub, please email dlit@andrews.edu or call 269-471-3960.

**Course Structure**
In Learning Hub, you will access online lessons, course materials, and resources. This course is self-paced. You must complete the course within six months. This is the Consortium policy. You may have a stricter deadline imposed by graduation, financial aid, or other restrictions.

Start by creating a schedule for completion of the course.
• Determine your deadline. Do you need a transcript sent to your home institution?
• Working from your deadline, count backwards. Allow 2 weeks after you take your final exam for your final grade to be calculated. Allow another 2 weeks for the transcript to be processed and sent.
• Now use the suggested schedules to create a schedule for yourself that ensures completion 4 weeks before your deadline.

Discipline yourself to make regular progress.

Submit your course plan to your instructor within Learning Hub.

Part 2: Course Objectives
The objective of this course is to help you prepare to demonstrate a proficient understanding of the following:
• To gain a clearer understanding and appreciation of the apostle Paul as pastor, leader, evangelist, and theologian.
• To trace Paul’s missionary journeys and his strategy of bringing the gospel to unreached peoples.
• To understand the background to each of Paul’s letters.
• To grasp Paul’s leading theological concerns as revealed in his letters.
• To examine Paul’s manner of dealing with varied pastoral concerns.
• To use passages from the Pauline letters in the preparation of expository sermons.

Part 3: Assignments & Exams
Important Note: Activity and assignment details will be explained in detail within each week's corresponding learning module. If you have any questions, please contact your instructor.

Completing Assignments
All assignments for this course will be submitted electronically through Learning Hub unless otherwise instructed. Assignments and exams must be completed within 180 days of course registration date. This timeframe is subject to change depending on deadlines set by your home institution.

Suggested schedule for completion in 8 weeks:

<table>
<thead>
<tr>
<th>Week</th>
<th>Module(s)</th>
<th>Readings</th>
<th>Activities</th>
</tr>
</thead>
<tbody>
<tr>
<td>Intro</td>
<td>Introduction and Orientation</td>
<td>Orientation Writing Expectations</td>
<td>Submit Schedule Tell About Me Academic Honesty</td>
</tr>
<tr>
<td>1</td>
<td>Lesson 1: Preparing to Study Paul’s Writings</td>
<td>Reading Assignment found in Lesson 1</td>
<td>Assignment 1</td>
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<tr>
<td></td>
<td>Lesson 2: The Life and Ministry of the Apostle Paul</td>
<td>Reading Assignment found in Lesson 2</td>
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<tr>
<td>2</td>
<td>Lesson 3: The Letters of Paul</td>
<td>Reading Assignment found in Lesson 3</td>
<td>Assignment 2</td>
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<tr>
<td></td>
<td>Lesson 4: First and Second Thessalonians</td>
<td>Reading Assignment found in Lesson 4</td>
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<tr>
<td>3</td>
<td>Lesson 5: First Corinthians</td>
<td>Reading Assignment found in Lesson 5</td>
<td>Assignment 3</td>
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<tr>
<td></td>
<td>Lesson 6: Second Corinthians</td>
<td>Reading Assignment found in Lesson 6</td>
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<td>4</td>
<td>Midterm Exam</td>
<td></td>
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<tr>
<td>5</td>
<td>Lesson 7: Galatians</td>
<td>Reading Assignment found in Lesson 7</td>
<td>Assignment 4</td>
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<tr>
<td></td>
<td>Lesson 8: Romans</td>
<td>Reading Assignment found in Lesson 8</td>
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</table>
Exams

All exams must be supervised by a school or community official, such as a teacher, librarian, registrar, or pastor, who is not related to the student.

The exam request form will available in Learning Hub after you have completed the assignments prior to the exam. The student must state clearly on the exam request form the professional status, job title, or any other qualifications of the supervisor that will aid the testing department in the approval process. If you are attending a college or university, you must use the testing center at that institution. A student living near the Andrews University School of Distance Education main office in Michigan must have the exams supervised at the School of Distance Education testing office. However, the exam request should be sent in ahead of time.

You are allowed 90 minutes to complete the midterm exam and 120 minutes to complete the final exam. You must bring your photo ID to the exams. You may also bring an unmarked Bible without notes to the exams. The midterm exam is worth 25% of your grade and the final exam is worth 25% of your grade.
An online exam code cannot be sent to a supervisor who has the same address as the student unless the address is known to be that of a school, mission facility, etc.

All college students must present photo identification to their supervisor’s before taking exams.

If you cannot take your exam by the deadline date, email sdeexams@andrews.edu.

No exam is returned to the student or supervisor. Test grades are sent to the student as soon as the exam is graded. Feedback from the instructor for midterm exams will provide information for studying for future exams.

**Part 4: Grading Policy**

**Graded Course Activities**
Your final grade will be the result of three components: Assignments (1-6) (50%), Midterm Exam (25%), and Semester Exam (25%). You will need to complete every Assignment, the Midterm Exam, and the Semester Exam before a grade can be issued.

<table>
<thead>
<tr>
<th>Percent %</th>
<th>Description</th>
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<tbody>
<tr>
<td>50</td>
<td>Assignments 1-6</td>
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<tr>
<td>25</td>
<td>Midterm Exam</td>
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<tr>
<td>25</td>
<td>Semester Exam</td>
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<td>100</td>
<td>Total Percent Possible</td>
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**Viewing Grades in Learning Hub**
- Click into the course.
- Click on the Grades link in the Settings Box to the left of the main course page.

**Letter Grade Assignment**

<table>
<thead>
<tr>
<th>Letter Grade</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>93-100%</td>
</tr>
<tr>
<td>A-</td>
<td>90-92%</td>
</tr>
<tr>
<td>B+</td>
<td>88-89%</td>
</tr>
<tr>
<td>B</td>
<td>83-87%</td>
</tr>
<tr>
<td>B-</td>
<td>80-82%</td>
</tr>
<tr>
<td>C+</td>
<td>78-79%</td>
</tr>
<tr>
<td>C</td>
<td>73-77%</td>
</tr>
<tr>
<td>C-</td>
<td>70-72%</td>
</tr>
<tr>
<td>D</td>
<td>60-69%</td>
</tr>
<tr>
<td>F</td>
<td>0-59%</td>
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</table>
**Part 5: Course Policies**

**Communication with the Instructor**
It is important to remember that while the Internet is available 24 hours a day, your instructor is not. You can expect that your instructor will respond to e-mail message to you within 2 business days during the week and may not be available to respond on weekends.

**Maintain Professional Conduct Both in the Classroom and Online**
The classroom is a professional environment where academic debate and learning take place. Your instructor will make every effort to make this environment safe for you to share your opinions, ideas, and beliefs. In return, you are expected to respect the opinions, ideas, and beliefs of other students—both in the face-to-face classroom and online communication. Students have the right and privilege to learn in the class, free from harassment and disruption.

**Academic Accommodations**
Students who require accommodations may request an academic adjustment as follows:
1. Read the Andrews University Disability Accommodation information at [https://www.andrews.edu/services/sscenter/disability/](https://www.andrews.edu/services/sscenter/disability/)
2. Download and fill in the disability form [http://www.andrews.edu/services/sscenter/disability/accommodationsreqform.pdf](http://www.andrews.edu/services/sscenter/disability/accommodationsreqform.pdf). Preferably type answers. To save a digital copy, 1) print to file and save or 2) print and scan. Email the completed form and disability documentation (if any) to success@andrews.edu or fax it to 269-471-8407.
3. Email sdestudents@andrews.edu to inform the School of Distance Education that a disability has been reported to Student Success.

**Commitment to Integrity**
As a student in this course, and at the university, you are expected to maintain high degrees of professionalism, commitment to active learning, participation in this course, and integrity in your behavior in and out of this online classroom.

**Honesty**
Using the work of another student or allowing work to be used by another student jeopardizes not only the teacher-student relationship but also the student’s academic standing. Lessons may be discussed with other students, tutors may help to guide a student’s work, and textbooks, encyclopedias and other resource materials may be used for additional assistance, but the actual response must be the student’s own work.

Exams must be completed in the presence of an approved supervisor without the assistance of books, notes, devices or outside help unless otherwise specified in the exam directions. The student should have no access to the exam either before or after it is taken. A student who gives information to another student to be used in a dishonest way is equally guilty of dishonesty.

Any violation of this policy will be taken before the Higher Education Academic and Curriculum Committee for appropriate punitive action.