

September 2011

A Cooperative Agreement Between SOF and California State Christian University and SOF Satellite Campus in

This letter will seek to outline the details of our conversation together regarding California State Christian University /Shield of Faith and its relationship with you as a Learning Center.

First of all we want to affirm the desire we both have to develop “godly leaders who can change their worlds for Christ.” The contribution you and your ministry have made to this endeavor is real and evident. Having seen the work you have done over the years and the quality of its ministry affirms our commitment to work with you.

The long-term friendship of the ministries founders and the belief both have that more can be done for the cause of Christ through a strategic and mutually beneficial partnership has been affirmed and this note will seek to outline some of the ways California State Christian University and Shield of Faith Bible College can assist and partner with you.

I will seek to outline in point form the points of agreement, which are the terms of agreement as we move forward.

1. Your Ministry/Church will become an official partner/satellite school, having the ability to offer degrees and courses fully accredited by CSCU and Shield Of Faith Bible College.
2. Degrees offered, but not limited are Associates of Arts in Christian Leadership or Biblical Studies (60 units of study), Bachelor of Arts or Bachelor of Ministry (120 units of study) and as desired a Master of Ministry Degree (90 additional units).
3. Your Learning Center will meet all academic requirements as set forth by CSCU/SOF in the granting of degrees and certificates.
4. Courses for your Learning Center will be designated with the prefix SOF and a course number from 01-999 and included in courses allowed for credit in the CSCU degree programs. These may be courses offered to you by DVD, courses you teach at a local level or courses taught by guest faculty from CSCU or Shield Of Faith.
5. Your Learning Center will give to CSCU a one-paragraph description of each course taught by you along with its course number that you desire to be included in the course requirements.
6. Your Learning Center will maintain the same academic rigors as regular CSCU classes as herein outlined;

- a. One unit of instruction is equivalent to 10 classroom hours of instruction.
 - b. For a BA 120 units of study are required with 200 pages of reading per unit. Tests, writing of papers, and other assignments are not included in the above and any extra work can be determined by The Learning Center.
 - c. For an MA an additional 90 units are required after completion of any Bachelors Degree. Reading requirement at a Master's level is 300 pages per unit.
 - d. It is also an optional requirement of CSCU/SOF that a student undertake 4-6 hours in some type of supervised meaningful Christian Service Practicum, each quarter. Since many students are part-time this service requirement may be modified. This Christian Service can be credited at 3 units of credit for each 60 hours of service with a maximum of 3 units per quarter of study.
 - e. Life-experience credit for students who have years of hands-on experience in Christian work may be given. Total credits given may not exceed 12 units. For guidance in granting this credit please consult the Academic Vice President.
7. SOF will determine the tuition rates for all students under their care with the following understandings. CSCU rates are currently \$100 per unit for credit and $\frac{1}{2}$ of that rate to audit.
- a. All students wishing to matriculate with CSCU degrees must fill out an application form, pay the application fee and register as CSCU students. (We will provide an application form for your Learning Center.)
 - b. All tuition collected by your Learning Center and on behalf of your student for courses that are part of curriculum are to be paid to CSCU at the end of each quarter.
 - c. Students from your Learning Center may participate in any classes offered at the CSCU main campus and pay the same fees charged by SOF Churches for their classes.
8. CSCU/SOF will provide DVD materials, student handout masters and any other materials including reading lists and suggested assignments for all courses it supplied to you.
9. Upon the approval of Bishop Alexander and CSCU you may in the areas of your expertise teach courses in your own Satellite Campus. These classes should be videotaped and should meet the same academic rigors as regular classes.
- a. A course description, syllabus and prior approval is required.
 - b. A royalty will be paid to you from the tuition collected.
 - c. The fees charged for the courses you teach are the same as a normally charged by your Learning Center.
10. Your Learning Center will upon acceptance as a Learning Center register students for each class offered and send to CSCU a complete list of students

who are studying and desiring CSCU/SOF academic credit. Once students register for classes as students of CSCU/SOF, courses will be sent to you.

11. Your Learning Center, at the end of each course/quarter will send course grades to CSCU. CSCU will insure that the courses taken and grades received are entered into the student's academic record and will make transcripts available to students upon request.
12. CSCU as per state requirement will maintain the official transcript records. Your Learning Center will submit all records for the transcript to CSCU. CSCU will not be responsible to verify non-CSCU transfers of credit.
13. Your Learning Center at its discretion may grant advance placement credit for other courses taken at local or state universities. You will be responsible to verify these credits and submit the credit request to CSCU. In no case may more than 1/3 of the degree granted be by transfer of credit.

Should the terms above be acceptable they will be considered an agreement when signed by both parties.

On Behalf Of SOF,

Pastor Karen Burr
Shield of Faith Bible College Director

On Behalf Of CSCU,

Dr. Robert Orr
Academic Vice President