



MA in Biblical and Theological Studies: 2020–21 Handbook

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Southeastern Baptist Theological Seminary

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WELCOME FROM THE PROGRAM COORDINATOR

Dear Student,

Welcome to the Master of Arts in Biblical and Theological Studies (MA–BTS) program at Southeastern Baptist Theological Seminary (SEBTS). We are excited that you have decided to study with us. We love to see students who share our passion for God and his Word. Together, we strive “to glorify the Lord Jesus Christ by equipping students to serve the church and fulfill the Great Commission (Matthew 28:18-20).”

This handbook is designed to help you navigate the MA–BTS program. You will find the basic policies and procedures for the various degree requirements. Please read all of it carefully. My office should be your main source of program information, but our entire SEBTS faculty is capable of assisting you. The responsibility for understanding and adhering to the policies and procedures contained in the handbook ultimately falls on you as the student.

In addition to this handbook, you should consult the SEBTS academic catalog. Information regarding admissions, academic policies, calendar, courses, timelines, graduation, etc. is found there. The SEBTS academic catalog represents the official standards in place at the time of its posting. If there are discrepancies between the latest version of this handbook and the current SEBTS catalog, the student should always defer to the SEBTS catalog for the correct information. Please let me know if you find conflicting information, and we can work together to resolve any confusion.

As a student at SEBTS you will have the opportunity to study with a variety of professors who are experts in their field. Each one has distinct abilities and gifts as well as unique experiences and personalities. I highly recommend that you identify early in your program one particular professor with whom you would like to work more closely to complete your final MA–BTS project. While it is the professor’s prerogative to accept a student as an advisee, you would do well to get to know a potential advisor by taking his or her classes and discussing your interest. Please recognize that teaching loads, sabbatical leave, and other faculty commitments may prevent one professor from accepting a student. If you have trouble in this process, please contact my office for assistance.

Again, we are glad you have joined us here at SEBTS. You have taken on a noble task in your theological studies. You are learning to handle God’s Word for yourself, but you are also likely preparing to teach others to do the same. Treat this time with respect and extract as much as possible in your time with us. If you have any questions, please feel free to contact me, or you can contact Mrs. Billie Goodenough at bgoodenough@sebts.edu or 919-761-2160.

In Christ,

Chip Hardy

Program Coordinator, Master of Arts in Biblical and Theological Studies
Associate Professor of Old Testament and Semitic Languages

PROGRAM DESCRIPTION

The purpose of the Master of Arts in Biblical and Theological Studies [MA–BTS] is to enable students to interpret the biblical text from the original languages and to apply theology using biblical, systematic, historical, and philosophical means. It will prepare students for faithful interpretation of Scripture in various ministry settings and for advanced academic study of Biblical and Theological Studies beyond the master's degree.

Admissions Requirements

Admission to the MA Biblical and Theological Studies presupposes undergraduate preparation consisting of an accredited Bachelor of Arts in a complementary field such as Religion, Theology, or Biblical Studies. Students must have completed 3 hours of New Testament survey, 3 hours of Old Testament survey, 6 hours of Biblical Hebrew, 6 hours of Biblical Greek, 6 hours of Theological Studies, and 6 hours of Practical Ministry in their undergraduate coursework to be admitted into this program. Students who lack any of the necessary foundational coursework, but have the prerequisite degree, may take the appropriate remedial courses at SEBTS. Applicants for this degree program must meet these and all other normal application requirements for admission to Southeastern.

Degree Requirements

Master of Arts (Biblical and Theological Studies) Degree Requirements (49 hours)

MA Core—7 Hours

SEM 5000 - Introduction to Seminary Education 1 hr. Taken during first semester.

MIS 5000 - Introduction to Great Commission Studies 3 hrs.

PMN 6500 - Pastoral Ministry and Leadership OR PMN 6730 - Christian Leadership 3 hrs.

MA–BTS Core Requirements—27 Hours

HEB 6500 - Biblical Hebrew for Ministry III 3 hrs.

GRK 6500 - Biblical Greek for Ministry III 3 hrs.

BTI 6500 - Methods and Issues in Biblical Interpretation 3 hrs.

BTI 6600 - Old Testament Theology 3 hrs.

BTI 6700 - New Testament Theology 3 hrs.

HTH 6600 - Historical Theology 3 hrs.

THE 6650 - Foundations in Theological Method 3 hrs.

THE 6700 - Theology in Global Contexts 3 hrs.

IND 7532 - M.A. BTS Guided Research 3 hrs.*

**Note: Students who do not complete this course in one semester will be required to enroll in IND 7000 - MA Continuous Enrollment in each successive semester until the requirements for this course are completed.*

Biblical Language Selectives—6 Hours (Choose two of the following courses)

HEB 6510 - Hebrew Exegesis: [Book] 3 hrs.*

HEB 6600 - Biblical Hebrew for Ministry IV 3 hrs.

GRK 6510 - Greek Exegesis: [Book] 3 hrs.*

GRK 6600 - Biblical Greek for Ministry IV 3 hrs.

HEB 7810 - Biblical Aramaic 3 hrs.

HEB 7000 level selective. 3 hrs.

GRK 7000 level selective. 3 hrs.

**HEB 6510 and GRK 6510 may be taken more than once for credit, if the text selection is different.*

Theology Selectives—9 Hours (Choose three Theology or Historical Theology courses)

THE/HTH 7000 level selectives, totaling 9 semester hr(s).

Students may choose to take PHI 7610 - Philosophical Theology as a substitution for one of the THE/HTH selectives.

Program Specific Course Descriptions

BTI 6500: Methods and Issues in Biblical Interpretation (Required)

An advanced survey of the nature, methods, and issues of biblical interpretation. 3 semester hr(s).

BTI 6600: Old Testament Theology (Required)

A study of the theological message of Ancient Israel as expressed in the Old Testament with special attention to its scope and unity. 3 semester hr(s).

BTI 6700: New Testament Theology (Required)

A study of the theological message of the early Christian community as expressed in the New Testament documents. 3 semester hr(s).

GRK 6500: Biblical Greek for Ministry III (Required)

An intermediate study of Greek syntax and exegesis for the purpose of interpreting, applying, and proclaiming the New Testament. 3 semester hr(s). Prerequisite(s): GRK 5120.

GRK 6510: Greek Exegesis: [Book] (Selective)

An exegesis of a selected text/texts from the Greek New Testament. (May be taken more than once for credit, if the text selection is different). 3 semester hr(s). Prerequisite(s): GRK 5120.

GRK 6600: Biblical Greek for Ministry IV (Selective)

A practicum in the exegesis of Greek text building on the intermediate level study of Greek grammar and syntax. 3 semester hr(s). Prerequisite(s): GRK 6500.

GRK 7000 Level Selectives:

GRK 7610: Advanced Greek Grammar

A comprehensive study of syntax, inflection, and vocabulary. Reading in the Greek New Testament. 3 semester hr(s). Prerequisite(s): GRK 6500.

GRK 7620: Advanced Greek Reading

Reading of key passages in the Greek New Testament with particular attention to an inductive study of the grammar. 3 semester hr(s). Prerequisite(s): GRK 7610.

GRK 7650: Septuagint

A study of the Greek translation of the Old Testament. Includes an overview of its history, comparative grammar and translation, the use of the LXX in textual criticism, and the use of the LXX in the New Testament. 3 semester hr(s). Prerequisite(s): GRK 5120 and HEB 5120.

GRK 7900: Introduction to Textual Criticism (Greek)

An introduction to the materials, history, and principles of New Testament textual criticism. Application of principles to selected passages in the Greek New Testament. 3 semester hr(s). Prerequisite(s): GRK 6500.

HEB 6500: Biblical Hebrew for Ministry III (Required)

A consideration of the special problems of intermediate Hebrew grammar with supervised reading of selected texts in the Old Testament. 3 semester hr(s). Prerequisite: HEB 5120.

HEB 6510: Hebrew Exegesis: [Book] (Selective)

An exegesis of a selected text/texts from the Hebrew Old Testament. (May be taken more than once for credit, if the text selection is different.) 3 semester hr(s). Prerequisite: HEB 5120

HEB 6600: Biblical Hebrew for Ministry IV (Selective)

A practicum in the exegesis of Hebrew texts, building on the intermediate level study of Hebrew grammar and syntax. 3 semester hr(s). Prerequisite: HEB 6500.

HEB 7000 Level Selectives:

HEB 7620: Advanced Hebrew Reading

A consideration of the special problems of advanced Hebrew grammar with supervised reading of selected texts in the historical, prophetic, and poetical sections of the Old Testament. 3 semester hr(s). Prerequisite(s): HEB 6500.

HEB 7810: Biblical Aramaic (Selective)

A study of the principles of phonology, morphology, and syntax of Biblical Aramaic including translation and analysis of the Aramaic texts, both biblical and other Second Temple literature. The course assumes a reading knowledge of Hebrew. 3 semester hr(s). Prerequisite: HEB 5120.

HEB 7820: Syriac

A study of the basic principles of phonology, morphology, syntax of the Syriac language including the Estrangelo, Serto, and Eastern scripts, including translation and analysis of Syriac texts. 3 semester hr(s). Prerequisite(s): HEB 5120.

HEB 7900: Old Testament Textual Criticism

An introduction to the materials, history, and principles of Old Testament textual criticism. Application of principles to selected passages in the Hebrew Bible. 3 semester hr(s). Prerequisite(s): HEB 5120 and GRK 5120.

HEB 7910: Biblical Hebrew Poetry

A study of the different aspects and characteristics of what is known as Biblical Hebrew poetry with special attention to the pervasive features of parallelism. Selected texts from the Hebrew Bible will be read to illustrate salient features of poetry as compared with standard prose. A history of its study from antiquity down to the present will be included. 3 semester hr(s). Prerequisite(s): HEB 6500.

HEB 7920: Readings in Rabbinic Literature

Reading and analysis of Rabbinic Hebrew Literature including the Tosefta, Mishnah, Gemara, Talmud, and Medieval Jewish Bible commentaries in the original language. Attention will be given to their interpretive method(s) and the effect on subsequent interpreters both Christian and Jewish. The characteristics of Rabbinic Hebrew and its place in the history of the language will also be examined. 3 semester hr(s). Prerequisite(s): HEB 5120.

HEB 7930: Historical Hebrew Grammar

An analysis of the development of the Hebrew language from its relationship to early Canaanite through the biblical period down to the period of the Mishna. Non-biblical Hebrew inscriptions from the Assyrian, Babylonian, and Persian periods will be

examined. Special attention will be given to the differences between Classical Biblical Hebrew and Late Biblical Hebrew. 3 semester hr(s).

HEB 7940: Dead Sea Scrolls

A study of selected texts from the Dead Sea Scrolls. A special focus will be given to the analysis of the Dead Sea Scroll Commentaries on Old Testament books as well as the teachings from the sectarian documents and their possible connection to the New Testament. This course will also include a survey of the documents of the Dead Sea Scrolls and their contribution to Biblical Studies. 3 semester hr(s). Prerequisite(s): HEB 5120.

HEB 7950: Comparative Semitic Linguistics

A comparative study of the phonology, morphology and cognitive vocabulary of the Semitic language family, as well as a survey of the individual languages that provide the necessary data for the reconstruction of the Proto-Semitic language and culture. 3 semester hr(s). Prerequisite(s): HEB 6500.

HEB 7990: Introduction to Modern Hebrew

An introduction to the grammar, syntax and vocabulary of Modern Hebrew leading to reading competency in published literature pertaining to biblical and related subjects. 3 semester hr(s). Prerequisite(s): HEB 5120 and HEB 2620.

HTH 6600: Historical Theology (Required)

A comprehensive study of the historical development of some of the central doctrines of the Christian faith. 3 semester hr(s).

HTH 7000 Level Selectives:

HTH 7610: Ante-Nicene Christian Thought

A study of the important historical and theological developments in the Christian church prior to the Council of Nicaea. Emphasis will be placed on how Christians interacted with their culture and the various heretical groups they encountered. 3 semester hr(s).

HTH 7620: Patristic Christology

The study of the doctrine of the person of Christ as it developed and was articulated from the council of Nicaea (325) to the Council of Chalcedon (541). Particular attention is given to the significant figures during the Christological debates. 3 semester hr(s).

HTH 7710: The History and Theology of the Reformation

A historical and critical study of selected aspects of the Protestant Reformation. Also included is a study of selected writings of the Reformers and their relationship to the development of Protestant doctrine. 3 semester hr(s).

HTH 7711: Theology of the Reformers

A study of selected writings of the Reformers and their relationship to the development of Protestant doctrines. 3 semester hr(s).

HTH 7712: Studies in Anabaptist Theology

A study of the diverse European Reformation and Post-Reformation Free Church movements known collectively as Anabaptist. Special attention is given to the distinctive theological characteristics of the movement, and south German and Swiss Anabaptists are especially highlighted. 3 semester hr(s).

HTH 7713: Calvin and the Reformed Tradition

A study of the life and work of John Calvin with attention to the continuing influence of his thought. His influence will be covered through its impact on later Reformed thinkers and confessions. Attention will be given to possible Reformed influence in Baptist history and theology. 3 semester hr(s).

HTH 7720: English and American Puritanism

A study of English Puritanism with attention to the context in which it arose, major features, representative thinkers, and its role in Baptist origins. The course also examines the development of Puritanism in British North America during the seventeenth and eighteenth centuries. Special attention is placed on the Puritan foundations of American culture and democracy. 3 semester hr(s).

HTH 7740: American Evangelical Theology

A study of modern American evangelical theology, including significant figures, movements, and controversies. Special attention will be given to evangelical theology and theologians since World War II. 3 semester hr(s).

HTH 7800: History of Baptist Theology

An assessment of selected Baptist theologians and their doctrinal theologies according to historical and contemporary influences. 3 semester hr(s).

HTH 7920: Roman Catholic Theology

A study of Roman Catholic theology and theologians, including significant historical developments and important contemporary issues. 3 semester hr(s).

IND 7532: M.A. BTS Guided Research (Required)

Under the supervision of a Major Professor, an M.A. student completes a 40–60 page research project. Students who fail to complete IND7532 M.A. BTS Guided Research must enroll in IND7000 Continuous Enrollment every semester until the completion of their research project. 3 semester hr(s). Prerequisite(s): Approval of M.A. BTS program coordinator.

MIS 5000: Introduction to Great Commission Studies (Required)

An introduction to the biblical, theological, and practical aspects related to the practice and fulfillment of the Great Commission. Special attention is given to contemporary methods of doing missions and evangelism. 3 semester hr(s).

CHOOSE ONE (REQUIRED)

PMN 6500: Pastoral Ministry and Leadership

An integrative study of the nature and practice of pastoral ministry and leadership. 3 semester hr(s).

OR

PMN 6730: Christian Leadership

A study in the tasks, styles, and models of servant leadership, giving special attention to a biblical worldview of Christian leadership in various contexts. 3 semester hr(s)

SEM 5000: Introduction to Seminary Education (Required)

Introduction to Seminary Education helps new students prepare for seminary education. The course introduces them to the mission and culture of Southeastern Baptist Theological Seminary and the purpose and process of theological education. It will provide aids for student success. 1 semester hr(s).

THE 6650: Foundations in Theological Method (Required)

This course explores the concepts and history pertaining to various Christian approaches for determining what foundations are necessary for the theological task. The course will explore the relation between revelation, tradition, reason, and experience in the formation of doctrines. 3 semester hr(s).

THE 6700: Theology in Global Contexts (Required)

This course explores the methods, trends, and the development of global theology, with specific attention to ways in which local culture, philosophies, politics, and religion impact theological development. The course will utilize a biblically derived hermeneutic to interpret both the biblical text, and local contexts. This hermeneutic will also be used to analyze contemporary global theological trends. 3 semester hr(s). Prerequisite(s): THE 6110 and THE 6120, or admittance into the MA (Biblical and Theological Studies).

THE 7000 Level Selectives:*

THE 7510: The Doctrine of Worship

A biblical, historical, and systematic study of Christian worship. Special attention will be given to the significance of the doctrine in the life of the believer and the local church. 3 semester hr(s).

THE 7610: The Doctrine of Revelation

A biblical and historical study of the Christian concept of revelation. Careful consideration will be given to the definition of revelation, its media, authority, uniqueness, and communication. The study will be concluded by relating the Christian claim to other contemporary claims to truth. 3 semester hr(s).

THE 7620: The Doctrine of God

A biblical, historical, and systematic study of the doctrine of God, including concepts of God, God's nature and attributes, and God's work in the world. The course will include consideration of classic formulations of the doctrine, along with current issues in theology proper. 3 semester hr(s).

THE 7621: The Doctrine of the Trinity

A study of the doctrine of the Trinity considered from the perspectives of biblical, historical, and systematic theology. The course will examine contemporary formulations of the doctrine and its relation to current issues in the church. 3 semester hr(s).

THE 7630: The Doctrines of Creation and Providence

A biblical, historical, and systematic study of creation and providence that examines the relationship of God to the world, current developments in the study of God's activity in the origins of the world, and current developments in the study of God's sustaining activity in the world. 3 semester hr(s).

THE 7635: Creation and Creationism

A biblical, historical, and systematic study of the doctrine of creation and the apologetic approach of creationism. The doctrine of creation informs our understanding of God, the world, and God's relationship to the world. Creationism attempts to integrate the doctrine of creation with the current understandings of the natural sciences. 3 semester hr(s).

THE 7637: Providence and Divine Sovereignty

A biblical, historical, and systematic study of the way God relates to the world; of God's sustaining activity in the world; and of God's rule over the world. 3 semester hr(s).

THE 7640: The Doctrine of Humanity

A survey of the biblical teachings concerning human beings in relation to God, creation, and other humans. Attention will be given to the understandings of anthropology in the teachings of several major theologians of the church. Contemporary views of human nature will be discussed and evaluated. 3 semester hr(s).

THE 7710: The Doctrine of Sin

A survey of biblical teaching on the doctrine of sin, including discussion of different understandings of original sin, and examination of different means given to Christians for overcoming sin. 3 semester hr(s).

THE 7720: Christology

A study of the doctrine of the person of Christ from the perspectives of biblical, historical, and systematic theology, with special attention to current issues. 3 semester hr(s).

THE 7730: The Doctrine of the Holy Spirit

The doctrine of the person of Christ considered from the perspectives of biblical, historical, and systematic theology, with special attention to current issues. 3 semester hr(s).

THE 7740: The Atonement

A biblical and historical study of the doctrine of the Atonement with theological reflection upon the saving significance of the death of Christ. 3 semester hr(s).

THE 7741: Salvation and Religious Pluralism

An introduction to current issues concerning the Christian concept of salvation. Central theological, philosophical, and missiological issues will be explored. Special attention will be given to the formulation of an acceptable evangelical perspective. 3 semester hr(s).

THE 7810: The Doctrine of the Church

The nature and function of the church as begun in the first century and developed in history. 3 semester hr(s).

THE 7820: Theology of the Christian Life

A theological examination of important aspects of the Christian life and spiritual growth. 3 semester hr(s).

THE 7830: Eschatology

The Christian doctrine of last things considered from the perspectives of biblical, historical, and systematic theology. The course will examine various eschatological systems and will treat such issues as the Christian hope (this-worldly and other-worldly), death, resurrection, parousia, the last judgment, and final destiny. 3 semester hr(s).

THE 7900: Study of a Selected Theologian

A study of the theology of a selected Christian thinker, classical or contemporary. The theologian to be studied will be announced with the publication of the course schedule. 3 semester hr(s).

THE 7930: Contemporary Theology

A study of 20th century theology and theologians, with attention given to developments in theological method and in the major loci of Christian doctrine. Some attention may be given to 21st century theology and theologians. 3 semester hr(s).

THE 7940: Liberation Theologies

This course examines the form, content and historical development of three types of liberation theology including: Latin American Liberation Theology, Black Theology, and Feminist Theology. In addition, the course will conduct an exegetical exploration of 'liberation' and appropriate the concept to the contemporary milieu. 3 semester hr(s).

THE 7950: Contemporary Theological Issues

A study of significant contemporary theological issues. 3 semester hr(s).

*PHI 7610: Philosophical Theology may be substituted for one of the selectives.

PHI 7610: Philosophical Theology

A study of the use of philosophical methods in developing, articulating, and analyzing theological concepts, particularly within the Christian tradition. A survey of the history of philosophical methods and concepts in theology. An intermediate study of philosophical elements of Christian doctrine. 3 semester hr(s).

GENERAL INFORMATION

Academic Records

The office of the Registrar keeps complete official academic records for all MA–BTS students.

Copyrighting Materials

The author of a work owns the copyright of an unpublished manuscript until the copyright is formally transferred. In like manner, Southeastern Baptist Theological Seminary may also claim some rights to papers produced explicitly for a class assignment. Such papers may not be turned in to another faculty member whether here or at another school to satisfy a course requirement.

If the student anticipates that the use of materials produced as part of the MA–BTS Program may later be published, this may be indicated through simply affixing a notice of copyright such as the following: Copyright [year] by [student name]. Even with this notice, research presented for class assignments at SEBTS is not to be used in other academic degree programs without extensive revision and/or permission from Southeastern.

All materials produced by faculty and students for class should be assumed to be copyrighted by the authors and should not be reproduced without permission.

Financial Aid

Students are encouraged to contact the Financial Aid Office for possible scholarship assistance available to graduate students.

Graduation

Students must apply to graduate through the Registrar's Office by the appropriate deadline for the semester in which they wish to graduate. Students are responsible to meet graduation requirements established by other SEBTS offices.

Guided Research Project Topic Approval

The student under the supervision of a Major Professor must complete IND 7532 M.A. BTS Guided Research. The student should plan to register for this course in his or her final semester. Registration approval is contingent upon completing the registration form and accompanying documentation. These materials are to be submitted to the program coordinator before the start of the semester.

Guided Research Project Submission and Evaluation

A draft of the project should be submitted to the Major Professor well in advance of the submission of the final draft. An approved Second Reader from a different area of specialization is highly recommended. The final submission deadlines are indicated in the SEBTS Academic Catalog and Calendar. Students should seek assistance with form and style through the school's Writing Center. Though the Writing Center is not a proofreading service, it is highly recommended for all students prior to submitting a draft to the Major Professor. The professor should not be expected to function as a proofreader for form or style but as an evaluator of content.

Hourly Tuition & Continuous Enrollment

Per-semester tuition is calculated by the number of hours for which a student registers. The fee schedule is available in the Southeastern catalog. In the event that a student has previously registered for the IND 7532 M.A. BTS Guided Research but has not completed their writing for the project, that student must sign up for IND 7000 M.A. Continuous Enrollment (not for degree credit but includes 1 hour of tuition. Repeatable).

Residency Requirements

The MA–BTS Program is designed as a twenty-four-month program of full-time, intensive resident study. The student is advised to reduce significantly other non-academic work which he or she may be doing, or else attempt to extend his or her time in the Program.

Style Requirements for the Guided Research Project

The most current edition of Kate L. Turabian, et al., *A Manual for Writers of Research Papers, Theses, and Dissertations* must be used as the primary reference for form and style. For any style matters not covered by Turabian, students are referred to *The Chicago Manual of Style: The Essential Guide for Writers, Editors, and Publishers* (most current edition). Beyond that, a student should consult with the Major Professor. Consistency is important.

Time Limits

There are no time limits for completing the M.A. (BTS) Program.

Withdrawal from the Program

Students withdrawing from the Program must submit their intention to withdraw in writing. See the Registrar for information on seminary withdrawal procedures and the catalog for more information.

M.A. BTS GUIDED RESEARCH PROJECT

Overview

1. Students should identify a SEBTS faculty member in the biblical or theological studies area to supervise their project as early as possible in their course work and discuss this possibility with the faculty member.
2. Early in their second year, students should begin researching a topic for the guided research project. See the following information on Planning the Guided Research Project.
3. Students should register for *IND 7532 M.A. BTS Guided Research* using the registration form in this handbook (not through online registration) which requires signatures of the student and the Major Professor. After approval by the Major Professor, the form must be sent to the program coordinator for course registration.
4. Students produce the written *Guided Research Project* according to the standard SEBTS approved form and style. This project should be 40–60 pages of text, plus a bibliography. It should follow the norms of a scholarly paper in form, style, and content. While a clear thesis statement and support are required, the *Guided Research Project* is not required to make an original contribution to scholarship.
5. The *Guided Research Project* is read and evaluated by the Major Professor and where applicable a Second Faculty Reader. After receiving the Second Reader's evaluation and comments, the Major Professor will direct the student regarding corrections/revisions prior to approving the Project.
6. An evaluation form must be completed by all faculty readers. Along with these evaluations, the final revised *Guided Research Project* should be submitted to the program coordinator to complete the course.

Technical Requirements for MA BTS Guided Research Project

STYLE GUIDE:

- Use the most current edition of *A Manual for Writers of Term Papers, Theses, and Dissertations* by Kate L. Turabian as the primary reference for form and style.
- For any general style matters not covered by Turabian, students are to follow the most current edition of *The Chicago Manual of Style: The Essential Guide for Writers, Editors, and Publishers*.
- For matters pertaining to biblical citations not covered by Turabian or *The Chicago Manual of Style*, students should consult the *SBL Handbook of Style*.
- Consistency is most important. Matters not answered or resolved by Turabian or *The Chicago Manual of Style* should follow the advice of the Major Professor.

LENGTH:

- The M.A. BTS Guided Research Project is to be **approximately 40–60 pages of text**, not counting the front, reference, or end matter (appendices and bibliography). Properly focused topics will have an optimal length, normally two or three sub-heading levels, and no extraneous information but will quickly get to the point in a straightforward manner. The Major Professor is the student's best guide in this matter.

FOOTNOTES:

- **Footnotes are to be used. No endnotes.**
- If multiple chapters are used (unusual with a Guided Research Project), footnote numbers restart with 1 at the beginning of each chapter.
- Short reference forms (author's last name, short title, and page number) may be used for second and subsequent references throughout the text. However, the first footnote reference to each source in the project and the bibliographical listings must be in complete Turabian reference form.
- Footnotes are separated from the text by a 2" line beginning at the left margin on the second line below the last line of text on the page.

SPACING/PAGINATION:

- **Double space the main text. Single space all block quotes and footnotes.**

- Neither page headers nor footers should be used in the Guided Research Project. No page borders or marginal graphics.
- **Front Matter:** The Title page and Blank page are counted but not numbered. A Dedication page, if included, is not counted, numbered, or listed in the Table of Contents. Center lowercase Roman numerals at the bottom of the page as appropriate.
- **Text/Reference Matter:** Pagination with Arabic numerals begins with page 1 of the Text and continues through the Reference matter, with the first page number centered at the bottom of the page and remaining page numbers in the upper right-hand corner. (This assumes multiple chapters are not used.)

Parts of the Project

The parts of the project in order are as follows [note the differences from Turabian's list]:

The Front Matter

- Title Page
- Copyright Page
- Blank Page
- Acknowledgments (if desired)
- Preface (if desired; may include Acknowledgments)
- Table of Contents
- List of Illustrations (if any)
- List of Tables (if any)
- List of Abbreviations (if appropriate and needed)
- Dedication Page (if desired)
- Blank Page

The Text

- Introduction
- Part (if needed; usually not)
- Chapters (if needed; usually not)
- Sections and Subsections
- Excursus (if needed and appropriate; placed at the end of Chapters)

The Reference Matter

- Appendices (if any)
- Bibliography

Editorial Method is to be included in the *Introduction*.

A *Glossary* (if any) would be placed with the reference matter preceding the *Bibliography* (which is always to be last). Usually a *Glossary* is unnecessary.

Epigraphs are not to be used.

A *Preface* may be used but is not necessary.

Endnotes are not to be used.

A sample title page for the *Guided Research Project* is included in this *Handbook* on the following page. This model form is to be followed precisely and accurately.

Sample Title Page

(counted as page i but no page number printed)

Southeastern Baptist Theological Seminary

**A Study of the Theology
of Dead Theologians**

(Doublespace between lines)

(Leave about 2 inches between parts)

(1 inch side margins on all pages)

A Guided Research Project

Submitted to the Faculty

as a Part of the Requirements for the Degree of
Master of Arts in Biblical and Theological Studies

by

John A. Baptist

Wake Forest, North Carolina

May 2013

(Month & year of graduation)

(Minimum 1" bottom margin)

Sample Copyright Page

(counted as ii but no page number printed)

©
[Year]
[Author's Name]

This Guided Research Project was prepared and presented to the Faculty as a part of the requirements for the Degree of Master of Arts at Southeastern Baptist Theological Seminary, Wake Forest, North Carolina. All rights and privileges normally reserved by the author as copyright holder are waived for the Seminary.



Southeastern
Baptist Theological Seminary

IND 7532 M.A. BTS Guided Research Registration Form

Under the supervision of a Major Professor, an MA–BTS student completes a 40–60 page research project. *Note: Students who do not complete this course in one semester will be required to enroll in IND 7000 MA Continuous Enrollment in each successive semester until the requirements for this course are completed.*

- Complete all the registration information below and obtain your Major Professor's approval.
- Submit the form to the MA–BTS Program Coordinator to complete course registration.

REGISTRATION INFO:

Date: _____ Student ID #: _____

Student Name (type/print): _____

Major Professor's Name (type/print): _____

Project Topic or Brief Description:

TERM: **Summer** **Fall** **Spring** **YEAR:** _____

APPROVALS:

Major Professor (type or sign name): _____

MA Program Coordinator: _____

Registrar: _____



SOUTHEASTERN
BAPTIST THEOLOGICAL
SEMINARY

M.A. IN BIBLICAL & THEOLOGICAL STUDIES
GUIDED RESEARCH EVALUATION FORM

<i>Total Points</i> <hr style="width: 100px; margin: 0 auto;"/>
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Student: _____ Date: _____

Major Professor: _____ Evaluator: _____

Please check one box in each row for each content evaluation area. When finished total points for each column and record sum total of columns in the box in top upper right corner of this page.

<i>Area of Evaluation</i>	<i>Fail/Repeat (0 point)</i>	<i>Satisfactory (1 point)</i>	<i>Good (2 points)</i>	<i>Excellent (3 points)</i>
Analysis and Evaluation	Student fails to demonstrate an appropriate level of analysis and evaluation of the field and specific topic, as to justify passing the assignment.	Student shows adequate analysis and evaluation of the field and specific topic, as well as minimal development of the thesis.	Student demonstrates an appropriate critical analysis and evaluation of the field and specific topic, as well as sound development of the thesis.	Student demonstrates a high level of critical analysis and evaluation of the field and specific topic, as well as logical development of the thesis.
Clarity and Style	Student's writing lacks precision. The project lacks a clear thesis statement and the work is unbalanced, biased, and/or lacks effective structure.	Student's writing is adequate. The project contains a thesis statement and structure.	Student's writing is precise and logical. The project contains a clear thesis statement and effective structure.	Student's writing is intelligent, precise, and logical. The project contains a clear thesis statement and the work is balanced and objective with effective structure.
Grammar and Form	Student has shown disregard to matters of grammar and form. The project is full of errors of grammar, spelling, punctuation, pagination, documentation, and other style and form related issues.	Student has clearly attempted to address matters of grammar and form. Project has many errors of grammar, spelling, punctuation, pagination, documentation, and other style and form related issues.	Student has given careful attention to matters of grammar and form. The project contains some errors of grammar, spelling, punctuation, pagination, documentation, and other style and form related issues.	Student has mastered matters of grammar and form. The project lacks any errors of grammar, spelling, punctuation, pagination, documentation, and other style and form related issues.
Scholarship and Research	Student has not incorporated and/or properly interacted with a sufficient number of resources related to the field and/or specific topic to warrant a passing grade.	Student has shown awareness of resources related to the field and/or specific topic and has attempted interaction with such.	Student has interacted with a sufficient number of resources related to the field and/or specific topic so as to warrant a passing grade.	Student has incorporated and properly interacted with resources and major ideas related to the field in a manner and quantity that is sufficient for the specific topic
Total Points per Column	<hr style="width: 100px; margin: 0 auto;"/> (Maximum 0)	<hr style="width: 100px; margin: 0 auto;"/> (Maximum 4)	<hr style="width: 100px; margin: 0 auto;"/> (Maximum 8)	<hr style="width: 100px; margin: 0 auto;"/> (Maximum 12)

See page two for comments and final grade.

Analysis and Evaluation:

Comments: _____

Clarity and Style:

Comments: _____

Grammar and Form:

Comments: _____

Scholarship and Research:

Comments: _____

Other General:

Comments: _____

Check if: Pass is contingent upon specified revisions

Reader wants to reread project with revisions

Final Grade (please circle):

Fail
(0–2 total points)

Satisfactory
(3–5 total points)

Good
(6–9 total points)

Excellent
(10–12 total points)

Signature of Evaluator: _____ Date: _____



M.A. (BTS) Guided Research Approval

Student Name: _____ Student ID# _____

Project Title:

This project received a passing grade.

Date: _____

Major Professor: _____

Second Faculty Reader (if applicable): _____

MA-BTS Coordinator: _____

MA–BTS DEGREE REFERENCE SHEET

Coursework:

MA Core (All Required)	7 Hours
SEM 5000 Intro to Seminary Education	1
MIS 5000 Intro to Great Comm. Studies	3
Choose ONE: PMN 6500 OR PMN 6730	3
MA–BTS Core (All Required)	27 Hours
BTI 6500 Methods & Issues in Biblical Interpretation	3
BTI 6600 Old Testament Theology	3
BTI 6700 New Testament Theology	3
GRK 6500 Biblical Greek for Ministry III	3
HEB 6500 Biblical Hebrew for Ministry III	3
HTH 6600 Historical Theology	3
THE 6650 Foundations in Theological Method	3
THE 6700 Theology in Global Contexts	3
IND 7532 M.A. BTS Guided Research	3
Language Selectives (Choose two)	6 Hours
HEB 6510 Hebrew Exegesis: Book Study	3
HEB 6600 Biblical Hebrew for Ministry IV	3
HEB 7810 Biblical Aramaic	3
HEB 7000-level Selective	3
GRK 6510 Greek Exegesis: Book Study	3
GRK 6600 Biblical Greek for Ministry IV	3
GRK 7000-level Selective	3
Theology Selectives (Choose three)	9 Hours
THE/HTH 7000-level Selective	3
THE/HTH 7000-level Selective	3
THE/HTH 7000-level Selective	3
PHI 7610 Philosophical Theology	3
Total Hours	49

SUMMARY OF GUIDED RESEARCH PROJECT STEPS

- **COURSE REGISTRATION:** The student usually registers for *IND 7532 M.A. BTS Guided Research* in the same semester in which he or she desires to graduate. A completed and signed *IND 7532 M.A. BTS Guided Research Registration Form* is sent to the program coordinator prior to the registration deadline.

- **WORKING DRAFTS:** According to the schedule set by the Major Professor, the student should submit draft(s) of the paper for review well in advance of the first submission date.

- **FINAL DRAFT:** **By the submission date, the student should submit the Project Final Draft to the Major Professor and where applicable the Second Reader** (see the current Academic Calendar as the dates are adjusted each term).
 - The Major Professor and Second Reader will evaluate the *Guided Research Project*, and upon final approval each will return the *M.A. in Biblical & Theological Studies Guided Research Evaluation Rubric* to the program coordinator.
 - Any corrections/revisions must be made by the student before the final evaluation is submitted.

- **FINAL APPROVAL:** **The official Project approval date for graduation is approximately December 1/May 1** (but see Academic Calendar for exact dates).
 - All required corrections to the Project should be made at this point.
 - The Major Professor and Second Reader will sign and send the *Guided Research Approval* form to the program coordinator.
 - The program coordinator will inform the Registrar to enter a “Pass” grade for the Project.
 - The student must clear obligations to all SEBTS offices prior to graduation.