



# AUGUSTINE INSTITUTE

**BULLETIN OF THE GRADUATE SCHOOL OF THEOLOGY**

2014-2015

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## GREETING FROM ARCHBISHOP AQUILA

Dear Friends of the Augustine Institute:

In 1993, Blessed John Paul II spoke to the world from World Youth Day, in Denver. "Christ needs you," he said, "to enlighten the world and to show it the path to life... go out on the streets and into public places, like the first Apostles who preached Christ and the Good News of salvation in the squares of cities, towns and villages."

The message of John Paul II commissioned the youth of America to undertake a New Evangelization for Jesus Christ. From Denver, young men and women set forth to win the world for Christ-- to witness to the path of life.

To become missionaries and evangelists, men and women must be formed as disciples of Christ-- intellectually, spiritually and personally. The Augustine Institute is an important part of that formation. To respond to Christ's commission, it offers a unique opportunity to train generations of lay leaders for the New Evangelization. Please join me in advancing the Augustine Institute through prayer and generous financial support.

May God bless you as your support rebuilds the world through a New Evangelization to Jesus Christ. Please be assured of my prayers.

Sincerely yours in Christ,

Most Reverend Samuel J. Aquila S.T.L.

Archbishop of Denver

## GREETING FROM THE PRESIDENT

Dear Friends,

Ours is an age characterized by a persistent restlessness. Today, many people fill their lives with an abundance of activities that fail to satisfy an inner longing. St. Augustine, our patron, experienced a similar restless searching throughout much of his early life. When that restless search led him to Christ, he understood at last the path to our peace: “For you have made us for yourself, and our heart is restless until it rests in you.”

Throughout the remainder of his life, Augustine wrote of the importance of entering God's rest. Similarly, the writer of Hebrews enjoins us to “strive to enter that rest, so that no one may fall, in imitation of Israel's unbelief” (Heb 4:11 NAB). Yet, in a strange paradox, the path for entering God's rest involves an arduous effort in which we ask for His wisdom, seek His understanding, and knock on the door of His heart to receive His transforming love.

All of this requires us to embrace a life of sacrifice, discipline, and self-denial. In Sirach, we read, “My son, from your youth embrace discipline; thus will you find wisdom ... Put your feet into her fetters, and your neck under her yoke ... thus will you afterward find rest in her, and she will become your joy” (Sir 6:18ff NAB).

The Augustine Institute program is both academic and formational. It is designed to prepare you to lead the way in the Church's mission of making disciples of all nations. It requires your wholehearted commitment to follow Christ in prayer, study, and fellowship. With God's grace, it will equip you to serve Him joyfully in the New Evangelization.

I invite you to join us in the Augustine Institute: to answer the call of Christ, to seek Him who is the Way, the Truth, and the Life, and to let Him guide you into the role He has prepared for you. In Him, and Him alone, will we find the rest we seek, and the mission that will bring us fully alive.

Shalom,

Tim Gray, Ph.D.

## HISTORY, MISSION, & CATHOLIC IDENTITY

I sense that the moment has come to commit all of the Church's energies to a new evangelization.

St. John Paul II, *Redemptoris Missio*, 3

The Augustine Institute is a lay Catholic educational apostolate whose mission is *to serve the formation of Catholics for the New Evangelization. Through our academic and parish programs, we equip Catholics intellectually, spiritually, and pastorally to renew the Church and transform the world for Christ.* The good news of the revelation of God's love in Jesus Christ is unchanging, but the Gospel is also, as Benedict XVI observed, an “*ever new* proclamation” that offers each new generation the opportunity to “participate in the mystery of God and in his life of love.” Our age is characterized by a crisis of faith, particularly among the younger generations and in traditionally Christian regions of the world such as North America. Remaining faithful to the Gospel received from of old, the Augustine Institute serves the Church and the world by teaching the traditional content of the faith in what Benedict XVI called “a new language capable of presenting, to all who ask, the reason for the hope present in those who believe (cf. 1 Pet 3:15).”

The Augustine Institute's Graduate School of Theology grants Master of Arts degrees that equip catechists, teachers, and lay people to become leaders in the New Evangelization. The vision to found a graduate school committed to the education of leaders for the New Evangelization first took shape in 2004—a year marked by the 1650th anniversary of Saint Augustine's birth. With the blessing of Denver's Archbishop, Charles Chaput, O.F.M. Cap., the Augustine Institute opened the following year. What began as a dedicated group of teachers and students in Denver, Colorado, has grown to a program offering degrees to students around the world.

The Augustine Institute is authorized by the Colorado Commission on Higher Education under the stipulations of the Degree Authorization Act to offer degrees in theology in the state of Colorado. The Institute has been an Associate Member of the Association of Theological Schools (ATS) since June 2012. In June 2014, the Institute was admitted to candidacy for full accreditation. The process that will take the Institute from candidacy to full accreditation is expected to be completed in 2016.

Members of the Augustine Institute—faculty, staff, students, and trustees—seek to teach and live in full accord with Catholic Faith and Tradition as guarded and expounded by the Magisterium of the Catholic Church. The Institute follows the Church's directives on higher education as defined by Pope John Paul II in his Apostolic Constitution *Ex Corde Ecclesiae*. In response to this commitment, the professors of the Institute make the Profession of Faith and take the Oath of Fidelity in keeping with the requirements of Canons 812 and 833 of the Code of Canon Law.

## PROGRAM INITIATIVES AND PARTNERSHIPS

In keeping with its mission both to train and to equip Catholics for the New Evangelization, the Augustine Institute has launched two significant initiatives that provide catechetical programming for parishes, schools, and families around the world.

The first of these programs, *Symbolon: The Catholic Faith Explained*, is a comprehensive tool for video and small-group catechetical instruction. *Symbolon*, hosted and directed by Professor Edward Sri of the Augustine Institute's Graduate School of Theology, presents the essential teaching of the Catholic Faith in a winning and visually-attractive way. Available in DVD sets with printed guides for leaders and participants as well as by digital subscription to parishes, *Symbolon* is often used for RCIA instruction in addition to its general use in adult faith formation. An additional segment *Symbolon*, dedicated to marriage preparation, is currently under production and due to be released in 2015.

The Institute's *YDisciple* youth evangelization and catechesis program is built on the principle that small-group discipleship is the key to the successful transmission of the faith from one generation to the next. The *YDisciple* curriculum includes video instruction in small, easily-digestible segments, together with suggestions for using the videos to stimulate small-group discussions. An essential premise of the *YDisciple* initiative is that professional youth ministers—while valuable—are not strictly necessary for a parish to have a vibrant youth outreach. In fact, with 8 of every 10 Catholic parishes in the United States unable to support a professional youth minister, *YDisciple* offers a model that is affordable, sustainable, and effective. Already in use in hundreds of parishes around the United States, *YDisciple* programming is available by DVD and digital subscription.

The Augustine Institute has joined in partnership with Lighthouse Catholic Media for the promotion and distribution of both *Symbolon* and *YDisciple*. The two apostolates share the same general mission: to promote the re-evangelization of North America and, indeed, the world, and have found their efforts at collaboration to be mutually supportive and inspiring. Both apostolates benefit immeasurably from the role taken by the third partner in their consortium, Ignatius Press, which in addition to assisting in the distribution and marketing of both programs, also provides strategic consultation to both the Augustine Institute and Lighthouse Catholic Media.

## **A CENTER OF CATHOLIC LIFE IN DENVER**

The Augustine Institute is a center of Catholic intellectual and spiritual life in the heart of the Denver Tech Center region of south Denver. The Institute is located at 6160 S. Syracuse Way in Greenwood Village (80124) and is open from 8:00 a.m. to 5:00 p.m. Monday through Friday, but closed for most Federal holidays and for additional Catholic ones such as all Holy Days of Obligation, the Holy Triduum, Easter Monday, and the Christmas Octave.

Holy Mass is offered in the Chapel of Saints Augustine and Monica most weekdays at 12:00 noon. Adoration of the Blessed Sacrament and the Sacrament of Penance are also available most weeks from Monday through Thursday at 5:00 p.m. If you are planning a special trip to the Institute or visiting from out of town, please call the receptionist to check the sacramental schedule for the day or week of your visit: 303.937.4420.

Visitors are welcome in our classes, which typically run from 2:00 p.m. to 5:00 p.m. or from 6:00 p.m. to 9:00 p.m. on Mondays, Tuesdays, and Wednesdays. Please call the Office of Admissions (also 303.937.4420) for information about visiting classes.

The Tolle Lege Café and Bookstore of the Institute is open most weekdays at 7:30 a.m. and remains open through the lunch hour. The café specializes in espresso drinks made with the finest beans provided by local roasters in Denver, and stocks an array of sandwiches, burritos, baked goods, and yogurts along with waters, juices, and soft drinks. Afternoon hours vary with the season, with the time of closing ranging from 2:00 p.m. on Fridays, to 4:00 p.m. most weekdays, and 6:00 p.m. on days when classes are in session. The bookstore has an array of products produced by the Augustine Institute, Lighthouse Catholic Media, and other Catholic publishers, and also a selection of used books.

## **GRADUATE STUDY AT THE AUGUSTINE INSTITUTE: AN EDUCATION FOR THE NEW EVANGELIZATION**

The Graduate School of the Augustine Institute prepares its students for distinguished service to the Church's mission of evangelization as teachers, catechists, youth ministers, and, more generally, as Catholics who are ready to make the merciful gift of the knowledge of Christ available to the contemporary world.

The Augustine Institute identifies with and fully embraces the Church's vision for an academic community set forth in *Ex corde Ecclesiae* and exercises its activities in full communion with the Church and for the sake of building up and extending this communion. The Church bears witness to Christ by continuing His mission as the prophet who reveals divine truth, the priest who sanctifies by the one and only sacrifice acceptable to the Father, and the king who serves. These three dimensions of the one mission of Christ and the Church are the pillars of our course of study and are founded upon a narrative approach to theological education.

### **Putting on the Mind of Christ**

Christ saves by revealing the truth (Jn 18:37). He Himself is the truth that sets us free (Jn 8:32) and brings about a renewal of our minds (Rom 12:2; Eph 4:23; Col 3:10). By faith "We have the mind of Christ" (1 Cor 2:16; see Phil 2:5), and in Christ we are able to serve the law of God with our minds (Rom 7:25). Putting on the mind of Christ means thinking with the Spirit-guided Church by humbly submitting the training of our intellects to the Fathers and Doctors of the Church as exemplars and teachers of wisdom. In that training, students at the Augustine Institute pursue the time-honored path of faith seeking understanding: accepting the gift of Divine Truth entrusted to the Church as the greatest possible intellectual blessing and an invitation to a life of fruitful contemplation.

### **Called to Holiness**

"As he who called you is holy, be holy yourselves" (1 Pt 1:15). Christ offered Himself as a holy sacrifice in order to sanctify His Bride, the Church (Eph 5:26). The Father answers the prayer of Christ and of the Church by sending the Holy Spirit to dwell in our hearts (Rom 5:5), making us participants in Christ's paschal charity. This charity is the very soul of the apostolate and the vital force of the New Evangelization, because it is not possible to give what one has not first received. One must become a disciple of Christ before making disciples in His name, be converted in order to be an agent of conversion, be evangelized in order to evangelize. All students of the Augustine Institute are challenged to make holiness of life their aim through academic instruction that seeks to keep this principle always in mind. Those who study on our campus in Denver will also find much help for their walk with Christ in the ministry of our chaplain and the common life of prayer and fellowship fostered here.

### **Called to Serve**

Thinking with Christ and transformation in Christ leads to serving with Christ. To be grafted onto the Vine of Christ entails bearing the fruits of holiness: “You did not choose me, but I chose you and appointed you that you should go and bear fruit and that your fruit should abide” (Jn 15:16). The New Evangelization is the Church’s renewed commitment to fulfill the mandate to bear fruit. Throughout her history, the Church has made her own the words of St. Paul: “I have become all things to all men, that I might by all means save some” (1 Cor 9:22). Study at the Augustine Institute helps students to distinguish between what is essential and permanently valid for the New Evangelization, and what is historically and culturally contingent, in order to insure that their witness is one our contemporaries can recognize and receive as trustworthy.

### **Telling the Story of the Faith**

Inspired by St. Augustine’s approach to evangelization, the Institute privileges *narratio*, the telling of the story of God’s mercy to his people, from the Creation through our Redemption in Christ and in the continuing unfolding of his mercy by his Providential governance of the Church. This history is a drama in which human freedom and the desire for a fully-human life interact with God’s own freedom, revealed in Creation, His covenantal fidelity, and in Jesus Christ’s free offering of Himself to redeem the world. Faith makes us participants in this drama, placing us, in Christ, at the very center of that great struggle between evil and good, slavery and freedom, sin and mercy. Our narrative approach emphasizes the fundamental connectedness of our individual stories to the one, grand story of the salvation of the human race.

### **Two Master of Arts Programs**

The Graduate School of the Augustine Institute offers two Master of Arts degrees, the M.A. (Theology) and the M.A. in Leadership for the New Evangelization. The two degree programs share six courses: three in Sacred Doctrine, two in Sacred Scripture, and a course in the Theology of the New Evangelization. The M.A. (Theology) gives students a deeper formation in the history of Catholic thought and culture, has an additional course in Sacred Scripture, and also includes space for three elective courses. This degree program is typically chosen by Catholic teachers and by those whose chief desire is for intellectual formation. The M.A. in Leadership for the New Evangelization is a pastoral degree program, aimed at those seeking to work in the Church as youth ministers, adult faith-formation directors, Directors of Religious Education, and diocesan-level officials. While the degree is currently only available to on-campus students in Denver, its four required courses in pastoral theology are also available through distance education and may be taken as electives by students in the M.A. (Theology) program.

## MASTER OF ARTS: THEOLOGY

The principal course of studies in the Graduate School of Theology leads to the Master of Arts degree in Theology and is available on campus in Denver or through our distance education program.

The Master of Arts degree is awarded upon the completion of twelve courses of three credit hours each and a comprehensive examination. Nine of the courses are required and three are electives. Students may choose to use one of their three electives to write a senior thesis. Full-time students may complete the degree in four semesters over two academic years. Part-time students typically complete the program in four years or less by taking one course per term and one during the summers.

Students are eligible for the comprehensive examination in their fourth semester of full-time study, fall and spring semesters only. Week-long intensive courses are typically offered three times per year, in October, January, and June. In addition, a limited summer term is offered to distance education students.

It is recommended and expected that students take the required courses in the following order:

1. SCRP 501: Salvation History
2. THEO 502: The Creed: The Trinity, Christ, and the Church
3. HIST 501: Evangelization of the Ancient World
4. SCRP 502: Jesus and the Gospels
5. THEO 503: Mystagogy: Liturgy and the Sacraments
6. HIST 502: The Church and Modernity
7. SCRP 504: Pauline Literature
8. THEO 504: Moral and Spiritual Theology
9. THNE 501: Theology of the New Evangelization

Elective courses are regularly offered in specialized areas of Sacred Scripture, Sacred Doctrine, and other topics of theological, philosophical, and pastoral interest. Students in the M.A. (Theology) may take courses from the M.A. in Leadership as electives and may also choose to write a senior thesis as one of their three elective courses.

## COURSE DESCRIPTIONS (M.A. THEOLOGY)

### **SCRP 501     Salvation History**

This course helps students to understand the unity of God's plan of salvation from Creation to the Second Coming. By a thorough overview of the Old and New Testaments, this course introduces Catholic exegetical approaches and theological interpretation, aiding students in reading Scripture as the word of God. Students engage some comparative primary texts and grapple with historiographical questions that help them to demonstrate the reliability of the Bible. With a special focus on the themes of covenant and mission, the course illustrates how Jesus fulfills God's promises and how he invites his followers to share in his work of evangelization.

### **THEO 502     The Creed: The Trinity, Christ, and the Church**

This course presents a synthetic summary of the *symbolum fidei*, the Christian Creed, with particular reference to its effective presentation in catechesis. The presentation follows that of the *Catechism of the Catholic Church*, making reference to other statements in minor creeds and magisterial documents, with particular emphasis given to the relevant portions of the *Summa Theologiae* of St. Thomas Aquinas. Throughout the course the unity and coherence of the *fides quae* are stressed. In addition to the *Catechism*, two classic explorations of Catholic doctrine are considered: Ratzinger, *Introduction to Christianity*, and Sheed, *Theology and Sanity*.

### **HIST 501     Evangelization of the Ancient World**

This course treats the spread of the Gospel and the growth of Christian theology and culture from the Apostles through the rise of the Mendicant orders. Special attention is devoted to the evangelization of the Roman Empire, the emergence of Christian modes of thought and life—especially as seen in the lives and writings of the Fathers of the Church, and the building of Christian culture in the medieval West. Texts considered include: the *Acts of the Apostles*, the epistles of St. Ignatius of Antioch; the *Didache*; selections from the works of St. Justin and St. Irenaeus; St. Augustine, *Confessions*; and the *Rule of St. Benedict*.

### **SCRP 502     Jesus and the Gospels**

Among all the books of the Bible, the Gospels have “a special preeminence,” according to the Second Vatican Council, “for they are the principal witness for the life and teaching of the incarnate Word” (*Dei Verbum*, 18). This course examines Jesus' life and mission in light of the Synoptic Gospels and the Gospel of John. Students engage insights from historical research into the life of Jesus and the world of first-century Judaism as well as gain a deeper understanding of the Gospels as narrative. In addition, the Gospels are also studied for their perennial theological and spiritual significance.

### **THEO 503 Mystagogy: Liturgy and the Sacraments**

Mystagogy is the ancient practice of learning to “see” the invisible Mystery made present in the visible signs of the sacraments. In this course, the *Catechism* and other sources of mystagogical practice serve as guides for a deeper knowledge of the plan of God made present in these wonderful gifts. After a theological and liturgical study of Christian worship, we gaze into each the seven sacramental mysteries, learning to decode the signs they employ to dispose us better to receive what they reveal and communicate. In addition to the *Catechism*, texts considered include Ratzinger, *Spirit of the Liturgy*, and Corbon, *Wellsprings of Worship*.

### **HIST 502 The Church and Modernity**

This course examines the progress of the City of Man and the City of God during the last six centuries, with an emphasis on the emergence of secular modernity as a successor culture to Latin Christendom and on Catholic responses to modernity. Each section of the course treats an important Catholic—typically a saint—in comparison to a significant rival to Catholic life or thought. Texts considered include: Luther, *Freedom of a Christian*; Descartes, *Discourse on Method*; Newman, “Tamworth Reading Room”; St. Thérèse, *Story of a Soul*; Dawson, *Judgment of Nations*; St. John Paul II, *Evangelium Vitae*; and Benedict XVI, *Spe Salvi*.

### **SCRP 504 Pauline Literature**

This course considers the life and writings of St. Paul, exploring his Jewish origins, life-changing conversion, and vocation. Students encounter St. Paul’s writings in context and understand both as essential to the Church’s teaching and in light of varying exegetical approaches through the centuries. Students see St. Paul as a rabbi and a theologian, and also as a catalyst in the early Church, who simultaneously criticizes and utilizes the Greco-Roman and Jewish worldviews in his proclamation of the gospel. This course treats St. Paul’s mastery of rhetoric and his pastoral sensitivity in a way that prepares students to formulate effective strategies for evangelization.

### **THEO 504 Moral and Spiritual Theology**

Through an investigation of human personhood and the vocation to love and beatitude, this course helps students to understand moral action and the habits of character it establishes. Students examine the Biblical foundation of Catholic moral teaching with particular attention given to the Sermon on the Mount, the new life realized in us by the gift of the Holy Spirit, and the virtues of Christian living. The course treats the dynamics of the moral law, sin, repentance, and grace, as well as prayer and the stages of the spiritual life. In addition to the *Catechism* and the *Summa Theologiae*, texts considered include: Pinckaers, *The Sources of Christian Ethics*, and Garrigou-Lagrange, *The Three Conversions of the Spiritual Life*.

## **THNE 501 Theology of the New Evangelization**

This course examines the magisterial texts from Vatican II and the post-Conciliar pontificates in view of identifying the theological principles of the New Evangelization. Analysis of these principles focuses on: the Church's missionary nature; holiness as the source and goal of evangelization; conversion as the condition for evangelization; and witness as the primary mode of evangelization. The course includes some pastoral indications based on these principles. Key texts include: *Gaudium et spes*, *Ecclesiam Suam*, *Evangelii nuntiandi*, *Redemptoris missio*, *Tertio millennio adveniente*, *Ubi cumque et semper*, *Porta fidei*, and the documents of the Synod on the New Evangelization.

### **Comprehensive Examination**

During their final semester of course-work, students in the M.A. Theology program take a three-hour comprehensive examination that both tests their readiness to make their learning available to the broader Church and challenges them to make a personal synthesis of their studies at the Augustine Institute.

The examination consists of two essay questions, with new prompts determined periodically. The first question is doctrinal and centers upon the person and mission of Jesus Christ. The second question is pastoral and concerns the Church's mission of evangelization. In their responses to both questions, students are expected to draw upon their studies in Sacred Scripture and in the history and tradition of the Church, in addition to Sacred Doctrine. The examination is graded pass, honors, high honors, with the grades of honors and high honors required to earn the graduation designations *magna cum laude* and *summa cum laude* respectively.

In preparation for the examination, students are required to participate in a short not-for-credit seminar and encouraged to reread significant portions of the following works, all of which are parts of the core curriculum of the M.A. program:

*The Catechism of the Catholic Church*

St. Augustine, *Confessions* (especially books VII-X)

St. Francis de Sales, *Introduction to the Devout Life* (especially parts I and III)

Vatican II, *Lumen Gentium*; *Dei Verbum*; *Gaudium et Spes*, *Sacrosanctum Concilium* I

St. John Paul II, *Veritatis Splendor*, *Redemptoris Missio*

Joseph Ratzinger / Benedict XVI, *Jesus of Nazareth*, volume 1

Anthology of Magisterial texts on the New Evangelization

## MASTER OF ARTS IN LEADERSHIP FOR THE NEW EVANGELIZATION

In August 2014, the Augustine Institute welcomes its first entering class for its new degree program in Leadership for the New Evangelization. This program gives Catholics with a heart for service a combination of a sound theological formation, practical instruction tailored to lay ecclesial service, the guidance of the Institute's experienced faculty, and real-life ministry experience in a school, parish, or apostolate in Denver, Colorado.

**The degree program consists in 40 credit hours in 4 semesters of full-time study on the campus of the Augustine Institute in Denver, Colorado.**

\*12 academic courses at 3 credit hours each.

\*4 credit hours (1 per semester for 4 semesters) of Leadership Seminar & Practicum.

\*Supervised internship at a school, parish, or apostolate in the Denver area, 3-5 hours/week.

### Year I

#### Fall Semester

Salvation History

The Creed

Discipleship and Christian Life

Leadership Seminar and Practicum

#### Spring Semester

Jesus and the Gospels

Mystagogy: Liturgy & Sacraments

Catechesis for the New Evangelization

Leadership Seminar and Practicum

### Year II

#### Fall Semester

Pastoral Care and Ecclesial Life

Moral & Spiritual Theology

Elective

Leadership Seminar and Practicum

#### Spring Semester

Theology of the New Evangelization

Leadership for the New Evangelization

Elective

Leadership Seminar and Practicum

## COURSE DESCRIPTIONS (M.A. LEADERSHIP FOR N.E.)

### **THNE 500 Leadership Seminar and Practicum**

Students will meet for a one-hour leadership seminar each week of their two years in the program. This seminar is the locus for the program's effort in formation for lay ecclesial service and will serve to coordinate and consolidate both the individual mentoring of faculty advisors and also the students' off-campus supervised internship work. Weekly meetings may be devoted to the discussion of a text read in common, a lecture by an Institute faculty member or guest speaker, or the periodic discussion of internship experiences.

### **THNE 502 Leadership for the New Evangelization**

This course transmits the leadership skills necessary to be effective "ambassadors for Christ" (II Cor 5:20), who can, in turn, form others in the faith. These skills include the ability to speak, to write, and to lead. Students study skills for collaborative work, goal setting and achievement, group dynamics, and leadership theory. Students are also expected to demonstrate a graduate-level mastery of written and oral communication for leadership in apostolic work. Key texts include: Phelps, *The Catholic Vision for Leading Like Jesus*; Havard, *Virtuous Leadership*.

### **THNE 601 Discipleship and the Christian Life**

This course will investigate the history of discipleship, looking back to Scriptural times and the early Church to explore the foundations of a discipleship model as the cornerstone to effective evangelization and formation. There will be a treatment of the overall process of conversion and the unique stages of spiritual development involved, culminating in the practical arena by evaluating current ministry models to identify key earmarks of discipleship and formulating new methodologies in the practical implementation of a discipleship approach. Key texts include: Paul VI, *Evangelii Nuntiandi*; Pope Francis, *Evangelii Gaudium*; John Paul II, *Redemptoris Missio*; and Eims, *The Lost Art of Disciple Making*.

### **THNE 602 Catechesis for the New Evangelization**

This course investigates the principles articulated by the Magisterium of the Church to govern and guide the practice of evangelization and catechesis—particularly as found in John Paul II's apostolic exhortation *Catechesi tradendae*—and explores the various methods used to implement these directives for the sake of the New Evangelization. The content and arrangement of the *Catechism of the Catholic Church* will be proposed as a synthesis of past catechetical practice and a sure norm for teaching the faith in the present and the future. Attention will also be given to pedagogical methods and the pastoral strategies needed for the effective evangelization of adults, youth, and children in our current cultural setting.

**THNE 603 Pastoral Care and Ecclesial Life**

This course explores the theological foundations for pastoral care in light of the universal call to holiness issued by the Second Vatican Council. It also considers the Council's proper interpretation and implementation by the Magisterium down to the present day, with particular focus on John Paul II's apostolic exhortation on the vocation of the laity, *Christifidelis laici*. The course treats ecclesial life and service, including the history and present reality of lay leadership in the Church, diocesan and parish structures, the practical application of canon and civil law as it relates to leadership in the Church, and also the special pastoral challenges posed by today's secular culture.

## GRADUATE CERTIFICATE AND AUDITING

### **The Graduate Certificate**

The Graduate Certificate at the Augustine Institute is an honorary designation that testifies to the student's successful completion of a preliminary course of studies in Catholic theology. The Graduate Certificate is awarded after the successful completion of five of the nine courses required for the Master of Arts in Theology:

- Salvation History
- Jesus and the Gospels
- The Creed: The Trinity, Christ, and the Church
- Moral and Spiritual Theology
- Theology of the New Evangelization

Students pursuing the Graduate Certificate apply for admission as non-degree-seeking students and need submit only one letter of recommendation and a college transcript with their application. Students who complete the five certificate courses with a cumulative grade point average of 2.75 or higher are eligible to enter the Master of Arts in Theology as degree-seeking students. Such students must reapply to the program with two additional references from Augustine Institute faculty.

### **Non-Degree-Seeking Status**

Non-degree-seeking students who wish to take graduate courses will be considered on a space-available basis. Degree-seeking students will always be given priority in course registration. Non-degree seeking students may request to transfer from non-degree-seeking status to degree-seeking status by completing an admissions application. All courses taken for credit at the Institute as a non-degree-seeking student will count toward the completion of the M.A., provided the minimum grade point average is achieved and maintained.

### **Audit, Personal Enrichment, or Continuing Education Students**

The audit option is available to students who wish to audit graduate courses for purposes of personal enrichment or continuing education credits. On-campus auditors attend and participate in classes, but do not complete course assignments or receive a grade. Distance education auditors may watch class lectures but do not complete course assignments or contribute to course discussions.

## STUDENT LIFE IN DENVER

The student life program at the Augustine Institute seeks to create an environment for students to live out the realities taught within the classroom. The program does so by providing opportunities for spiritual growth, service, recreation, and fellowship. It also strives to model a community of Catholic culture, where the faith can be lived out in a way that both retrieves the great heritage of the Catholic tradition and seeks to form the modern world in the context of the New Evangelization.

### *Sacramental Presence*

The Holy Sacrifice of the Mass is offered daily during the week in the Chapel of St. Augustine. The schedule follows the schedule of classes and academic calendar each semester.

### *Chaplain*

In 2010 the Augustine Institute welcomed its first full-time Chaplain, Father John Riley. Fr. Riley assists with the spiritual formation of students, faculty, and staff. He offers the Holy Sacrifice of the Mass, hears Confessions, directs retreats, and is available for spiritual direction. The chaplain also provides spiritual messages for distance education students.

### *Culture*

Formation in the Faith would be incomplete if it did not include living it out, both in one's life and in community. Therefore, the Augustine Institute seeks to promote a Catholic culture among its students and larger community. Students are encouraged to experience the True, the Good, and the Beautiful through art, fellowship, discussion, and pilgrimage; such activities are regularly offered at the Institute.

### *Service*

Service rendered to Christ through "the least of these my brethren" (Matt. 25:40) is the duty and privilege of all Catholics. Students are strongly encouraged to make acts of service an integral part of their graduate education, and opportunities are regularly offered, particularly through the "Saturday in the Park" program of Christ in the City Ministries.

### *Augustine Institute Retreats*

The fall semester begins with a weekend retreat for new and returning students, faculty, staff, and families of the Augustine Institute, a retreat known as the Mountain Getaway. The beautiful Snow Mountain Ranch, located 80 miles west of Denver near Winter Park, provides an idyllic setting for recreation, fellowship, and spiritual reflection. Highlights of the retreat are daily Mass, talks by professors, live music around the campfire, and communal meals including a Lord's Day (Sabbath) meal hosted for students by professors and their families. The spring semester also begins with a

short retreat, typically held in Denver. Students join one another for Mass, talks, Adoration, and spiritual direction.

### *Residential Life*

Although the Institute does not offer graduate housing at this time, most students find living situations with other entering or returning students, host families, or on their own. To this end, the Institute's Office of Admissions keeps a list of requests and advertisements for housing opportunities. Attempts are made to assist communication among in-coming students.

### *Households*

The Augustine Institute recognizes that Catholic culture flourishes only where Catholic community is cultivated. Growing a healthy Catholic community is at once a more difficult and a more necessary task in today's fast-paced and transitory society. For this reason, the sharing of our lives together must be *intentional*. To this end, households provide an opportunity for students to pursue holiness through the joys and challenges of communal life. Households entail more than shared living space—they embody the members' desire to walk in fellowship, support one another in love, and center their daily lives on the sacraments. By entering the household, members commit to times of prayer, shared meals, fellowship, and the responsibilities of maintaining a home. Ultimately, households serve as a witness of hope to the surrounding culture.

Student households at the Augustine Institute are self-governed and voluntary; they are facilitated, rather than governed, by the Institute's administration.

## DISTANCE EDUCATION

The Augustine Institute uses modern media technology to make the wisdom of Christ available to students around the world. Our Distance Education program is setting the standard in graduate Catholic theological education. Located in the heart of the Denver Tech Center, the Institute employs the most advanced technologies in video production and online delivery, and is staffed by a professional production team whose accomplishments include *Symbolon* and *YDisciple*.

The distance education students of the Augustine Institute are members of a community of learners and fully-integrated with the on-campus program. Distance students watch the same lectures as our on-campus students and participate in discussions with them and with our faculty through the course management system. Institute faculty are known for their willingness to converse with and advise our distance education students.

Recorded class lectures are available the same week they are taught, offering distance education students the opportunity to watch the lectures at their own convenience. Video recordings can be accessed at one's computer or mobile device for later use from the course website. We provide friendly and professional technical support to help students to navigate the technology and tools.

The program features the most advanced online tools for course interaction and resources. The course management system allows students to...

- View course outlines and syllabi
- Interact with fellow students through a dynamic message board
- Participate in live video discussion sessions
- Submit course work and tests using a variety of media including Word docs, pdf's, audio and video
- View progress at any time

The new delivery method will require the following technological capabilities from our students: a computer less than 5 years old, a web camera, an Internet connection with speeds of 1.5 Mbps.

Students typically find that an additional 6 hours of study time is required for each course each week; accordingly, students should plan to devote 9 hours per week to each course they take.

In addition, many of our distance education students come to Denver for week-long intensive courses, during which they have the chance to experience the life of the Institute first-hand.

## THE JOHN PAUL II SCHOLARS

The John Paul II Scholars at the Augustine Institute are faithful, gifted, and vibrant potential leaders being trained to make a significant and lasting contribution to the New Evangelization. Enjoying a full scholarship for the Graduate School of the Augustine Institute, the John Paul II Scholars also work as apostolic interns for one of the Institute's programs or for another Catholic apostolate in Denver. As paid student workers, the John Paul II Scholars hone their skills for the apostolate under the direction of a mentor and, in some cases, also a field supervisor. Once their two-year course of studies and training has come to an end, they will have the Institute's nation-wide network of ecclesial partners as resources for placement. The John Paul II Scholars must be full-time graduate students at the Augustine Institute campus in Denver, Colorado. Successful candidates will demonstrate a clear Catholic identity, aptitude for theological studies, leadership potential, and the ability to make an immediate contribution to the Institute's apostolic internship program. To be considered for the John Paul II Scholars program, candidates must complete an application to the Graduate School of the Augustine Institute, submit an additional letter of recommendation that testifies to the candidate's Catholic identity and leadership potential, and write an additional essay.

## **ADMISSIONS POLICIES**

The admissions process for graduate students is ultimately one of discernment. There are many things that must be discerned: God's will for vocation and career, the relation between academic background and prospects for success in future studies, and the advantages and opportunities presented by various schools. The Augustine Institute seeks students who have begun the process of discerning a call as leaders of the New Evangelization in various capacities, such as pastoral work and teaching, and who are capable of undertaking the scholarly training to be successful. That success will require a serious commitment to a life of prayer, study, and service. The Admissions Office seeks to guide students through this process of discernment and welcomes the opportunity to serve applicants.

### **Admissions Counseling**

The Director of Admissions provides information about the Augustine Institute and the admissions process. On-site visits are strongly encouraged.

Ms. Maggie Smith

Director of Admissions

Voice: 303-937-4420, ext. 110 / E-mail: [maggie.smith@augustineinstitute.org](mailto:maggie.smith@augustineinstitute.org)

### **Eligibility for the Master of Arts degree**

Degree-seeking students must have been awarded a bachelor's degree from an accredited college or university. The Institute typically requires applicants to have achieved a cumulative grade point average of 3.00 or better, but allowances are made for those applicants whose subsequent life and career experience demonstrates a readiness for graduate-level work. A major in any academic discipline is acceptable. In some cases, students who do not fulfill the requirements for degree-seeking status may be granted conditional acceptance. Conditional acceptance requires the completion of two courses, during which a 3.0 cumulative grade point average must be achieved for the student to be fully admitted into the program.

### **Nondiscrimination Policy**

The Augustine Institute admits students of any race, color, national, or ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students at the school. It does not discriminate on the basis of race, color, national, or ethnic origin in administration of educational policies, admissions policies, scholarship and loan programs, and other school-administered programs.

### **Admissions Process**

Admission to the Augustine Institute progresses in three stages: The applicant returns a completed application and supporting documents to the Augustine Institute and completes a phone interview.

The Admissions Committee reviews the application. A letter of decision is then mailed to the applicant.

### **Confirmation & Deposit**

Admitted candidates secure their place in the incoming class by submitting a confirmation deposit of \$200, which will be applied to tuition.

### **Deferral**

A student who has been admitted to the Institute may ask to defer acceptance for one academic year. After one year, the student must submit a new application.

### **Transfer Policy**

Normally a maximum of twelve accredited graduate-level credit hours in Catholic theology may be eligible for transfer credit for either Master of Arts program. The Augustine Institute accepts only credits carrying grades of “B” (3.0) or above. Transfer credits are subject to the approval of the Academic Dean.

While approved transfer credits count toward a degree at the Institute, grades earned elsewhere are not transferable and are not included in the calculation of grade point average.

### **Readmission**

Students leaving the Institute to attend other schools, and students dismissed for academic or disciplinary reasons, must reapply to the program.

### **Admission of Degree Students to Certificate Program**

Students already enrolled in either on-campus or distance education degree programs may change to the graduate certificate program by submitting their intention in writing to the Academic Dean.

### **Admission of Certificate Students to Degree Program**

Students enrolled in the graduate certificate program may apply to the Master of Arts (on-campus or distance education) by submitting any missing elements of a complete application and a new personal statement describing why the applicant wishes to pursue the Master of Arts. Applicants will be evaluated according to the defined admissions criteria for degree program candidates. If accepted, all successfully completed courses will count toward the fulfillment of the Master’s program.

### **Admission Requirements**

Applicants applying as degree-seeking candidates for the Master of Arts must submit the following items to the Director of Admissions:

- The Application for Admission.
- A personal statement of 250 to 500 words indicating reasons for pursuing graduate work in

theology.

- Official transcripts of all completed undergraduate and graduate work sent directly to the Admissions Office from all institutions attended.
- The application essay (details may be found on the Application for Admission).
- Three confidential letters of recommendation from persons able to evaluate the applicant's ability to do graduate level theological studies, including at least one from a college professor.
- A successful phone interview with a member of the admissions staff.
- *International applicants must* also: submit official TOEFL scores (required of international students whose native language is not English and who have not completed a college degree in the United States); complete the International Student Questionnaire and Financial Certificate Form. If a visa is necessary, it must be obtained independently of the Augustine Institute.

*Graduate Certificate and non-degree seeking candidates need submit only one letter of recommendation. Auditors are required only to submit the application for admission and admissions fee.*

### **Application Deadline**

The Augustine Institute accepts applications on a rolling basis. To ensure ample time for the admissions process, students are advised to submit application materials before priority deadlines. Scholarship preference will be given to applications submitted before priority deadlines, which are April 1 for Fall admission and October 1 for January admission. *Applications may be submitted after priority deadlines.*

## ACADEMIC POLICIES

### Time Limit for Completion of Degree Requirements

Students must complete all degree requirements within *eight years* of beginning the first course at the Augustine Institute applicable toward the Master's degree. Under special circumstances, a student may request an extension of the time limit for completion of degree requirements. The time limit for completion of the graduate certificate program is *five years* from the beginning of the first course.

### Grading Scale

Letter	Percent	Grade Points
A	93-100%	4.00
A-	90-92%	3.70
B+	87-89%	3.30
B	83-86%	3.00
B-	80-82%	2.70
C+	77-79%	2.30
C	73-76%	2.00
C-	70-72%	1.70
D	60-69%	1.0
F	<60%	0.00

### Other Transcript Notations:

AU	Audit
I	Incomplete Grade
IP	In Progress
NR	No Grade Reported
NP	No Pass
P	Pass
R	Repeated Course
TR	Transfer Credit
W	Withdrawn

### Computation of Grade Point Average (GPA)

A student's GPA is calculated by dividing total grade points by total credit hours completed. A student's cumulative GPA is calculated by dividing all grade points earned by all credit hours completed. Grade points are calculated by multiplying the number of credit hours per course by the numerical points for the grade earned in the course.

### **Minimum Grade Point Average for the Master of Arts**

A cumulative grade point average of 3.0 (“B”) is required for graduation. Any student that falls below a cumulative GPA of 3.0 will be issued an academic warning letter. Any student falling below a 2.75 cumulative GPA will be placed on academic probation. A sustained GPA below a 2.75 may lead to dismissal from the program.

### **Minimum Grade Point Average for the Graduate Certificate**

A cumulative grade point average of 2.75 (B-) is required for certification in the Graduate Certificate Program. Any Master’s student able to achieve a 2.75 but not a 3.0 may be issued a graduate certificate provided all 5 required graduate certificate courses are completed.

### **Dean’s List**

Full-time students are placed on the Dean’s List for a given semester if they attain a grade point average for that semester of at least 3.75, based on nine academic hours of graded course work, and if they are otherwise in good standing.

### **Academic Honors**

Each year academic honors are awarded upon graduation to those students who have demonstrated high academic achievement, measured by their cumulative grade point averages and performance on the Comprehensive Examination in the case of students in the M.A. Theology program. The Dean, upon recommendation of the Institute faculty, sets the cumulative grade point average requirements for graduation *cum laude*, *magna cum laude*, and *summa cum laude*. The cumulative grade point average for each of the honor designations is as follows:

3.70 – 3.79	<i>cum laude</i>
3.80 – 3.89	<i>magna cum laude</i> (also requires ‘honors’ on Comprehensive Exam)
3.90 – 4.00	<i>summa cum laude</i> (also requires ‘high honors’ on Comprehensive Exam)

A student must earn a minimum of thirty hours of credit while resident at the Augustine Institute to be eligible to graduate with academic honors. Grades are not transferred from other institutions and are not included when calculating the cumulative grade point average.

### **Lowest Acceptable Grade**

A grade of “C” (plus or minus) is considered unsatisfactory work at the graduate level of study and may indicate the possibility of academic probation. “C-” is the lowest passing grade at the Augustine Institute. Any course receiving a D or below must be repeated. Failing the same course twice will require dismissal of the student from the program.

### **Withdrawals from a Course**

A “W” designates an honorable withdrawal from a course after the end of the second week of class through the end of the sixth week of class. See the Academic Calendar for specific dates.

**Audits**

A student may choose to “Audit” a course. A student receives no grade or credit for an audited course, and the designation “AU” will appear on the transcript. After the second week of class, a student’s status may not be changed from audit to credit, or vice versa.

**Incompletes**

A student is expected to complete all work within the semester. A grade of “I” (Incomplete) may be issued only when a student has completed a substantial amount of the required work for the course and the student’s academic studies are interrupted for a medical emergency or some other just cause beyond the control of the student. An “Incomplete” may not be given simply for the reason of permitting additional time to complete assigned course work. The work needed to complete the course, as directed by the instructor, must be turned in normally before the fourteenth day of the next semester. In exceptional circumstances, and by approval of the Academic Dean, more time may be granted until the end of the next semester. Failure to complete the required work as scheduled will result in the grade of “F” for the course, unless a just cause requires that a “W” be entered as a permanent record on the transcript.

**Repeated Course**

The designation “R” on the transcript shows that a student has repeated a course. Only the more recent grade is calculated in the student’s grade point average; the previous grade is replaced with the “R” designation and is not calculated into the cumulative grade point average.

**Grade Appeal Process**

The grade appeal process is provided for students as a way of ensuring academic fairness across the institution. If a student thinks that he or she was graded unfairly, he or she may appeal the grade using this process. First, the student should approach the instructor who originally graded the work and inquire about the grade stating the reasons why he or she thinks the grade is unfair. The professor should review the work and explain his or her reasons for the grade given. The professor may choose, upon reconsideration and review, to alter the grade given to the student provided he or she has serious reason to do so. The initial appeal must be made within 30 days of receiving the grade. If, after appealing to the course instructor, the student is still unsatisfied with his or her grade, he or she may file a grievance with the Academic Dean.

**Full-Time Status**

A normal course load for a full-time student is nine credit hours per semester.

**Academic Advising**

Upon admission into the program, every student is assigned an academic advisor. Before registering

for classes each term, all students are invited to consult with their academic advisor during the advising window that precedes the registration period.

### **Registration Procedures**

Students must be in good standing both academically and financially to register for a new semester. A student must register during the days prescribed in the academic calendar. Registration, Add/Drop, and Withdrawal forms must be filed with the Registrar within the time frame indicated by the Academic Calendar. A grade of “F” will be given for courses that have not been officially dropped.

### **Adding and Dropping Courses**

Once registration is complete, students may add courses for sound academic reasons, with the permission of the Academic Dean, no later than the first Friday after the beginning of classes. A student may drop courses for sound academic reasons, with the permission of the Academic Dean, no later than the second Friday after the beginning of classes. The course will not appear on the student’s transcript. For either action, an “Add/Drop” form must be submitted to the Registrar by the published deadlines.

### **Course Cancellation**

The Institute reserves the right to cancel a course for insufficient enrollment. If an adequate alternative class is not available, a substitution may occur to avoid delays in degree completion.

### **Student Privacy**

The Augustine Institute complies fully with the provisions of the Family Educational Rights and Privacy Act of 1974 (Buckley Amendment). The Act, known as FERPA, guarantees the confidentiality of student records and gives the individual student the right to examine his or her official records. A permanent record of each student’s credits, grades, and academic status is kept in the Registrar’s Office. Student records are protected against unauthorized inspection by third parties, except for the following: “Other school officials, including teachers, within the educational institution or local educational agency, who have legitimate educational interests.” Any other inspection requires written permission from the student. Following a written request to the Dean, the student is free to inspect his or her files at any time.

### **Requesting a Transcript**

A request for a transcript must be submitted to the Registrar through the Student Center of the Institute’s web site. A \$5 fee must be paid before the transcript will be mailed or released. While fulfillment of requests varies in time, please allow one week maximum for this process.

### **Academic Probation and Dismissal**

The Institute requires all students to perform at or above the 3.0 grade point level in all academic work. Students who have received merit-based scholarships are required to perform at or above the 3.5 grade point level in all academic work. Students that perform below these standards are issued an academic warning letter and placed on academic probation if their cumulative GPA falls below a 2.75.

Academic probation lasts for a minimum of one semester for a full-time student or six credit hours for a part-time student. However, if a student fails to attain the required GPA during his or her first semester of studies, he or she will be given a one-semester grace period to increase their GPA before being placed on probation or before losing a scholarship.

The Academic Dean interviews a student who is placed on probation in order to determine the factors that may be contributing to his or her academic difficulties. The Academic Dean will consult with the student and the academic advisor to design a plan to improve performance. The student's progress will be monitored closely throughout the subsequent term.

If a student is on academic probation for two consecutive semesters, the Academic Dean may reduce a student's academic load and require the student to participate in appropriate tutorials and study skills training. If the student continues to perform below the 2.75 grade point requirement, he or she may be advised to withdraw from the academic degree program. A student who has earned a grade point average of 2.0 or less at the end of an academic year may be dismissed from the academic degree program. Failing the same course twice will require dismissal of the student from the program.

### **Leave of Absence**

Students may request a leave of absence for a semester. Such a request should be submitted through the Student Center of the Institute's web site (Leave of Absence Form) during the registration period for the semester in which the leave is being taken. If the leave must extend beyond one term, a Leave of Absence Form must be filled out before each term of the leave. The maximum length for an uninterrupted leave of absence is two years.

### **Reapplication**

After two years of an inactive period without any notice from a student requesting a leave of absence, the student must request permission in writing from the Academic Dean to register for classes. After two years, students who have not filled out a Leave of Absence Form will be moved automatically to the status of withdrawn. To resume study, the student must reapply.

**Suspension or Expulsion**

Suspension or expulsion may occur for serious problems related to academics or conduct that occur during a student's course of studies. Such decisions would be made by the Academic Dean and can be appealed to the Academic Affairs Committee.

**Intentional Withdrawal**

A student in good standing may withdraw from the Institute during a semester by submitting a "Program Withdrawal Form" through the Student Center of the Institute's web site. Each student is responsible for settling all outstanding tuition and fees and returning all books to the library prior to leaving the Institute. To resume study, the student must reapply.

## ACADEMIC INTEGRITY

### Truthfulness & Academic Life

“Having purified your souls by your obedience to the truth for a sincere love of the brethren, love one another earnestly from the heart” (1 Pet. 1:22). Saint Peter’s plea for Christians to love one another points to the mutual interdependence of charity and truth. Indeed, so closely are charity and truth bound to one another, that it is possible to affirm, with Benedict XVI, that to “defend the truth, to articulate it with humility and conviction, and to bear witness to it in life are therefore exacting and indispensable forms of charity” (*Caritas in Veritate*, #1). To such a life of intellectual charity, the members of a Catholic academic community are particularly called; their vocation is, as St. John Paul II taught, to be consecrated “without reserve to the cause of truth” (*Ex Corde Ecclesiae*, #4). A Catholic academic community, therefore, must consider offenses against the virtue of truthfulness to be betrayals of a most serious kind. In grateful fidelity to the teaching of the *Catechism of the Catholic Church* (#2468) that the virtue of truthfulness “consists in showing oneself true in deeds and truthful in words, and in guarding against duplicity, dissimulation, and hypocrisy,” the faculty, staff, and students of the Augustine Institute pledge that they will maintain the most scrupulous fidelity to truth, both in their common life and, mostly especially, in the truthfulness of their scholarly work. In accord with this resolve, cheating and plagiarism are forbidden without qualification. To make this stipulation as concrete as possible, students are alerted to the following standard expectations:

- All work submitted by students in fulfillment of a course or practicum must be the student’s original work;
- Students will not submit their own work for multiple purposes (in identical or similar form) without receiving explicit and prior consent from each instructor involved;
- Students will not copy or paraphrase without proper acknowledgment in conformity to proper academic standards;
- Students will not give or receive aid in examinations or unpermitted aid in class work.

All cases of suspected cheating or plagiarism are adjudicated by a faculty committee chaired by the Academic Dean. The normal penalty for cheating or plagiarism is failure of the course for which the work was submitted. The normal penalty for a repeat offence is expulsion. As a sign of our common commitment to truthfulness, examinations are not proctored at the Augustine Institute.

### Personal Comportment

Students at the Institute are expected to uphold the highest standard of behavior in dress and comportment. The standard of personal comportment shall be understood as that proposed by Catholic moral teaching. That standard not only must be observed at the Institute, but also extends

to all public and private behavior. The student of the Institute should regard himself or herself as an ambassador of both the Church and the Augustine Institute in all settings, and act as a witness to Christ. Serious departures from this standard may be cause for dismissal from the Institute.

### **Disciplinary Measures**

Any actions seriously inconsistent with Catholic moral teaching and/or harmful to self or others may result in disciplinary action. Cases will be referred to the Academic Dean. This could result in a warning, probation, suspension, or dismissal from the school. Appeals can be made to the President.

### **Sexual Assault and Harassment Policy**

Cases of sexual assault and harassment should be reported immediately to the police. In cases of emergency, 911 should be called. In other cases, the incident should be reported to the Greenwood Village Police Department, which can be contacted at (720) 913-2000. Cases involving Augustine Institute students, faculty, and staff should be reported to the President.

### **Student Complaints or Concerns**

Student complaints address general concerns or personal matters not serious in nature. Student complaints should be presented in person or in writing to the Academic Dean. Complaints will be addressed by the Dean and Faculty of the Institute depending on the nature of the complaint. Every effort will be made to respond to the complaint in a timely manner. If the complaint has not been addressed to the satisfaction of the student, it may be appealed to the President.

The Augustine Institute voluntarily adheres to the Standards of Accreditation published by the Commission on Accrediting of the Association of Theological Schools. Should a student of the Institute have a complaint about an area related to the accrediting standards, that complaint should be made in writing to the Registrar, who will forward it to the appropriate office. Students may expect an initial reply acknowledging receipt of their complaint followed by a substantive response within 30 days of their submission.

### **Grievances**

Student complaints of a serious nature should be addressed in writing as grievances to the Academic Dean or the President. Depending on the nature of the grievance, hearings will be conducted by a committee of the faculty. After filing a grievance, a response will be given within 10 days as to whether the grievance is valid and requires a hearing. If the grievance is rejected, the student has 30 days to appeal to the President or the Academic Dean. If the grievance is accepted, a hearing will be arranged, where testimony will be accepted from the student and any other party involved. A decision will be given to the student within one week of the hearing. The student has 30 days to appeal the ruling.

**Alcohol and Drug Policy**

Augustine Institute students are to refrain from the use of any illegal drug. Use of such substances may result in disciplinary measures and/or dismissal. Moderate use of alcohol is permitted during approved Augustine Institute events.

**Disability Services**

The Augustine Institute is committed to meeting all reasonable academic needs to provide equal access for those with disabilities, in accord with the Americans with Disabilities Act. Requests for accommodation must be submitted one month prior to the start of classes.

**Class Attendance**

Constant and punctual attendance is the norm and an indication of both charity and the professional comportment appropriate to one who intends to work in the Church. Students are expected to arrive at class and be seated prior to the established starting time for the class. Repeated absence and tardiness may affect the final grade of the course at the instructor's discretion.

## FINANCIAL POLICIES

### 2014-2015 Tuition and Fees

	Full-Time <u>Student</u>	Part-Time <u>Student</u>	Audit <u>Student</u>
Tuition per credit hour	\$525	\$525	\$263.33
Tuition per credit hour - cash/check discount	\$510	\$510	\$255
Activity fee per semester* (non-refundable; <i>on-campus students only</i> )	\$100	\$50	\$50

\* The activity fee for intensive classes (i.e., winter break, spring break, and summer) is \$30 per class.

### Refund Policy

After withdrawal from a course or the program, refunds of tuition will be given according to the following schedule:

<u>Week of Term</u>	<u>Tuition Refund</u>
1-4 (until drop date)	100%
5	75%
6	50%
7	25%

### Student Status Requirements

Full-time status is determined based on a two-year completion rate of the degree program. The scholarships of students dropping from full-time to part-time status will change to part-time scholarships. Students who increase from part-time to full-time status can be considered at that time for a full-time scholarship. Petitions for change in scholarship according to student status should be submitted to the Academic Dean.

### Scholarships

The Institute has a competitive scholarship program, the John Paul II Scholars, explained below. In addition, the Institute offers partnership scholarships to a number of Catholic organizations, including dioceses, apostolates, and colleges. If you think you may be eligible for a partnership scholarship, please direct your inquiry to the Director of Admissions.

### **Student Loan program**

The Augustine Institute offers a limited number of loans to full-time, on-campus students with demonstrable financial need. Only students who maintain full-time on-campus status at the Augustine Institute will be eligible for this loan program. Students will be evaluated on their financial need, ability to succeed at the Augustine Institute, and ability to repay the loan after graduation.

### **Payment Plan**

Students taking classes for credit have the option to pay tuition and fees on a payment plan. There is an administrative fee of \$50 to make use of this option. Exact dates for the payment plan schedule, as well as the amount of the administrative fee, are listed on the Student Center on the Institute's web site.

### **Delinquent Tuition Payment Policy**

A student becomes liable for tuition upon registration. Tuition payments received after each payment deadline are considered late and will be assessed a \$150 late payment fee.

Students who do not pay tuition and fees or make arrangements for tuition and fee payment by the payment deadline may have their course schedules cancelled. Students will be notified concerning outstanding tuition delinquencies and given five business days to either pay the tuition and fees or make arrangements for tuition and fee payment prior to cancellation. Students whose schedules are cancelled for non-payment of tuition and fees will have their academic progress discontinued for the term in question and will not be able to attend class or receive grades.

### **Insurance Coverage**

Health care insurance is not included in the tuition charged to students. All students are responsible for their own health insurance and health care. Students are also expected to assume responsibility for auto, theft, and personal possession insurance.

## LIBRARY RESOURCES

### **Archbishop Aquila Library**

Officially dedicated in October, 2014, the Archbishop Samuel J. Aquila Memorial Library houses the Augustine Institute's collection and provides quiet study space for on-campus students. The Aquila Library collection numbers over 7,000 volumes, including select journals and a well-developed Reference section. The collection's particular strengths are in Biblical Studies, Patristics, Church History, Philosophy, and Theology. The library is open 20 hours per week during the academic year and by appointment at other times. The library's catalogue is accessible on-line, and the student-librarian, Ms. Karen D'Onofrio, is able to assist students and researchers.

### **Cardinal Stafford Library**

Augustine Institute students and faculty also have access to the Cardinal Stafford Library at the John Paul II Center for the New Evangelization (1300 South Steele St., Denver, CO 80210). Its outstanding philosophical and theological holdings include 160,000 volumes in the areas of Church History, Patristics, Biblical Studies, Liturgy, Canon Law, and Religious Education, among others; 1,400 media materials, and 300 periodicals. The library staff provides a full range of services, including reference, interlibrary loan, and academic reserves. Internet access to the catalogue is available from the home page of the Archdiocese of Denver web site. The library maintains reciprocal privileges with the libraries of the University of Denver, Iliff School of Theology, and the Denver Seminary.

Distance education students may access online databases of scholarly journals through the Cardinal Stafford Library and also qualify for interlibrary loan services. Distance Education students who live within the Denver metro area should come to the Library. Those outside the area should apply for a Library card and send the form to the Library—this information may be found on the Library's web site at <http://www.sjvdenver.edu/library>. Determine if the item is available at a local library - this may be the quickest method. Keep in mind that public libraries may not have the kinds of resources needed to support research. Order the items directly from the Cardinal Stafford Library using Interlibrary Loan. To send your request to the Librarian, fill out the *Inter Library Loan form* found on the Student Center of the Augustine Institute web site. Items will be mailed to you, pending verification of your student status. *International students are not eligible for ILL services through the Cardinal Stafford Library.* Each Distance Education student will be limited to 5 books per course enrolled. Requests for articles and other copied materials will be limited by copyright restrictions and the availability of Stafford Library resources.

## LEADERSHIP & ACADEMIC STAFF

Tim Gray, *President*

Steve Logan, *Chief Financial Officer*

Edward M. Sri, *Vice-President for Mission*

Christopher O. Blum, *Academic Dean*

Kristi Logan, *Registrar*

Maggie Smith, *Director of Admissions*

Justin Menning, *Bursar* (Student Billing)

## FACULTY

### **Resident Faculty**

James Beckman, *Associate Professor of Leadership & Evangelization*

M.A. Augustine Institute

Christopher O. Blum, *Professor of History & Philosophy*

Ph.D. University of Notre Dame

M.A. University of Notre Dame

Douglas Bushman, *Saint John Paul II Professor of Theology for the New Evangelization*

S.T.L. University of Fribourg

Mark Giszczak, *Assistant Professor of Sacred Scripture*

Ph.D. Catholic University of America

M.A. Augustine Institute

Timothy Gray, *Professor of Sacred Scripture*

Ph.D. Catholic University of America

Th.M. Duke University

M.A. Franciscan University of Steubenville

Timothy Hermann, *Professor of Theology*

Ph.D. University of Dallas

S.T.L. Pontifical Lateran University

S.T.B. Pontifical Gregorian University

Sean Innerst, *Professor of Theology*

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## THE SEAL OF THE INSTITUTE



The Augustine Institute seal is marked by the cross of Christ at its center, which delineates four quadrants, two of blue and two of gold. The blue honors Our Lady and is an appeal for her intercession for the Institute and the Archdiocese of Denver where it is located. The blue surrounds the “A” for Augustine Institute in the upper left quadrant and the mountain in the lower right, which symbolizes the front range of the Rocky Mountains. The gold both honors God and is an appeal for the Divine beneficence. It surrounds the Holy Scripture in the upper right quadrant, which discloses the Father perfectly in the Son. The Latin inscription across the holy pages reads *tolle lege* (“take and read”), the words the young Augustine heard that directed him to Romans 13:13–14, convincing him to finally “put on the Lord Jesus Christ.” The inscription *tolle lege* reads the same when read from either left to right or top to bottom, which indicates the perfectly ordered disclosure of truth of the inspired and inerrant word of Scripture. The lower left quadrant bears the Augustinian heart pierced and enflamed by the love imparted by the gift of the Holy Spirit. The motto of the Institute on the banner across the bottom translates as “You have made us for Yourself,” and is the first and lesser known part of the famous phrase from the *Confessions*, Book I, Chapter 1: *quia fecisti nos ad te et inquietum est cor nostrum, donec requiescat in te* / “For You have made us for Yourself and our heart is restless until it rests in You.”