



AUGUSTINE INSTITUTE

BULLETIN OF THE GRADUATE SCHOOL OF THEOLOGY

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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). 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).

The Augustine Institute's graduate 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*

The Augustine Institute is a lay Catholic 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, deacons, religious, 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 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 joined the Association of Theological Schools (ATS) as an associate member in 2012 and was granted full accreditation 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 articulated 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.

AN APOSTOLATE FOR THE DIGITAL AGE

The Augustine Institute was founded in response to St. John Paul II's call for a New Evangelization that would be marked by new methods, ardor, and expression. From its origins as a residential graduate program in theology, the Institute has steadily expanded its mission, first by offering distance education, then by producing comprehensive programs—including video instruction—in youth ministry, adult faith formation and RCIA, and Catholic Bible Studies. In 2015, with its partners Lighthouse Catholic Media and Ignatius Press, the Institute offered FORMED.org as a platform for Catholic digital media, including video programs in evangelization and catechesis for parish and personal use, movies, audio, and books. Thanks to its merger with Lighthouse in November 2015 and the growth of the FORMED platform, the Institute is now assisting the spread of the Gospel and the deepening of Christian discipleship in half the parishes of the United States.

The crossroads of our age is the emerging digital space. With most Americans now using digital communications, information, and entertainment technology, it is necessary to meet them there and to offer them the chance to hear the Good News of Jesus Christ. The Augustine Institute's work in the digital cultural space is four-fold:

Through its **Graduate School of Theology**, the Institute teaches the teachers of the Faith, preparing men and women to proclaim the Gospel forthrightly, winningly, and with integrity. Thanks to its online distance education program, the Institute's Graduate School now has 400 students pursuing Masters degrees in theology, nationwide and abroad.

Through its **content development**, the Institute offers video presentations of the doctrine of the Faith compelling for their beauty and justly-praised for their clarity and fidelity, audio talks that bring the Faith to bear on pressing issues and offer the fresh, personal perspectives of the most engaging Catholic voices today, audio dramas that captivate listeners with stunning theatrical renditions of the lives of the saints, and books on theological, apologetic, and devotional topics that speak to the heart of today's Catholics.

Through its **FORMED.org** digital platform, the Institute brings its own rich content together with offerings from Ignatius Press, Fr. Michael Gaitley and the Marian Missionaries, the St. Paul Center, Sophia Institute Press, Catholic Answers, and more to over 2,800 parishes and over 350,000 users worldwide—and it is just two years old.

Through its **kiosks**—anchoring its digital content with a physical presence in more than 7,500 parishes—and through the work of more than 500 parish consultants, 500+ emissaries, 250+ alumni from its Graduate School, and literally thousands of parish-based catechists, youth ministers, teachers, and evangelists who rely upon its programs, the Institute is assisting Catholics to invite others to consider anew the message of the Gospel, to deepen their understanding and commitment to it, and to share it with family members, neighbors, co-workers, and friends.

The Augustine Institute is a new kind of Catholic apostolic endeavor ideally-suited for the digital era. It combines intensive formation on its campus and unparalleled creative fidelity in its content development in its studios, both in Denver, with a nationwide parish-based outreach and a world-wide popular audience through the new Roman roads of our time, the internet. Just as missionaries have always done, the Augustine Institute promotes the Gospel through works of hospitality, artistic creativity, and education, but with the new ardor, the new methods, and the new expression called for by the Twenty-First century.

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 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.

The Holy Sacrifice of the Mass is offered in the Chapel of Saint Augustine most weekdays at 12:00 noon. Adoration of the Most Blessed Sacrament and the Sacrament of Confession are also available most days.

Visitors are welcome in our classes, which are scheduled from 9:00 a.m. to 12:00 noon and from 2:00 p.m. to 5:00 p.m. Please call the Office of Admissions (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, and baked goods 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. The bookstore has an array of products produced by the Augustine Institute 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.

Called to Know 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 Love

"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, in Theology and 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 Theology program 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 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 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 distance education.

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 master's 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.

Students are eligible to take the comprehensive examination after their fourth semester of full-time study or in their last semester of part-time study. Week-long intensive courses are typically offered in January and June. In addition, a summer term is offered to distance education students.

Full-time theology students studying at the Institute's campus in Greenwood Village are also invited to participate in a weekly seminar, led by one of the Institute's faculty, that situates their theological studies within the life of ecclesial service.

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. in Theology may take courses from the M.A. in Leadership as electives and may also choose to write a master's thesis as one of their three elective courses.

COURSE DESCRIPTIONS (M.A. THEOLOGY)

SCRIP 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.

HIST 501 The Church in the Ancient and Medieval World

The *Catechism of the Catholic Church* teaches that “[t]he Church is in history, but at the same time she transcends it” (CCC 770). This course invites students to pursue deeper understanding of this teaching by means of an introduction to the basic contours of the Church's historical pilgrimage from the Ascension of Christ to the fourteenth century. Taking political, cultural, and social circumstances into account, the course approaches this history primarily in terms of evangelization, that is, the reception, embodiment, articulation, and transmission of the inexhaustible Mystery of the Gospel. The course focuses on Christianity's initial expansion, the emergence of distinctively Christian modes of thought and life, and reconfigurations of Christian culture in response to new challenges.

SCRIP 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 of 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

The fall of Constantinople (1453), the publication of Gutenberg’s Bible (1454), and the discovery of the Americas (1492) signaled the end of the era of Latin Christendom and the beginning of the age we call modern. This period has been shaped by the founding and steady growth of a secular replacement for Christendom, first in Europe, then in North America, and, concurrently, the spread of the Gospel and the growth of the Church in the East and the Global South. This course will offer a narrative of the modern period down to the present, with special emphasis on the progress of evangelization, the saints and martyrs as teachers and models of Catholic thought and life, and the Church’s response to secularism.

SCRIP 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 understood 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.

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*, *Ubicumque et semper*, *Porta fidei*, *Evangelii Gaudium*, and the documents of the Synod on the New Evangelization.

THEO 600 Theology Seminar I: Consecrated in Truth

A required one-credit course (pass/fail) for full-time on-campus students (offered free of tuition, over lunch, meeting 10 times each semester).

This seminar gives full-time on-campus students an occasion to reflect upon the ends and means of theological study, with the help of short texts from the Catholic tradition and guest presentations by faculty and outside experts.

THEO 700 Theology Seminar, II: Truth in the Service of Charity

A required one-credit course (pass/fail) for full-time on-campus students (offered free of tuition, over lunch, meeting 10 times each semester).

This seminar gives full-time on-campus students an occasion to reflect upon challenges facing evangelization and catechesis today, with the help of short texts from the Catholic tradition and guest presentations by faculty and outside experts.

THEO 701 Theology Seminar (Distance): Rejoicing in the Truth

**An optional zero-credit audit seminar for any Augustine Institute students, made available through Canvas.*

This seminar offers periodic lectures by the Institute's faculty and guests as a complement to the theological curriculum. Topics are at the discretion of the presenter, but the common practice is to present the life and thought of a Father or Doctor of the Church as an illustration of the place of theological study and reflection in the life of charity.

Comprehensive Examination

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

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 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

This program provides Catholics seeking to serve the Church through ecclesial lay leadership comprehensive theological, spiritual, pastoral and human formation preparing them for lay leadership equipped especially for the needs of the New Evangelization. Students benefit not only from the guidance of the Institute’s experienced faculty, but also participate in specific ministry experiences in a school, parish, or apostolate in Denver guided by seasoned mentors in the field.

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.
- Successful completion of a supervised internship at a school, parish, or apostolate in the Denver area averaging 4-6 hours a week is required for the degree program

Year I	
<p><u>Fall Semester</u> Salvation History The Creed Discipleship and Christian Life Leadership Seminar & Practicum</p>	<p><u>Spring Semester</u> Jesus and the Gospels Mystagogy: Liturgy & Sacraments Catechesis for the New Evangelization Leadership Seminar & Practicum</p>
Year II	
<p><u>Fall Semester</u> Pastoral Care and Ecclesial Life Moral and Spiritual Theology Elective Leadership Seminar & Practicum</p>	<p><u>Spring Semester</u> Theology of the New Evangelization Leadership for the New Evangelization Elective Leadership Seminar & Practicum</p>

COURSE DESCRIPTIONS (M.A. IN 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 will prepare students to be effective lay leaders in the Church today, with an emphasis on the theological formation, virtues, charisms, and skills necessary to engage in leadership for the New Evangelization in various ecclesial settings. The course will have as its foundation Vatican II's theology of the vocation and mission of the laity and St. John Paul II's Apostolic Exhortation *Christifidelis laici*. It will also explore how authentic communion with Christ and the Church is the source of lay leadership, as well as the theological and moral virtues necessary to provide leadership that strengthens and inspires the Church's mission to hand on the gospel in a way that reaches the minds and hearts of modern men and women. Other key texts will be Habinger Institute, *True Leadership* and Aumann, *On the Front Lines: The Lay Person in the Church After Vatican II*.

THNE 603 Pastoral Care and Ecclesial Life

This course explores the ecclesiology and pastoral vision of the Second Vatican Council, with a particular emphasis on the universal call to holiness, as the guiding principle for pastoral care and ecclesial service for the New Evangelization. In this light, the course will consider several principle-convictions that guide pastoral care and will also explore how to address the most pressing contemporary pastoral challenges. The course also treats modern ecclesial life and service with a focus on working within diocesan and parish structures, and the practical application of canon law, and developing policies and procedures within these structures to ensure proper pastoral care. Key texts include the documents of Vatican II, Paul VI, *Ecclesiam Suam*, and St. John Paul II, *Novo millennio ineunte*.

THNE 601 Discipleship and the Christian Life

This course will investigate the history of discipleship, looking to Scripture and the Church's history, to explore the foundations of a discipleship model as a cornerstone to effective evangelization and formation. There will be a treatment of the process of conversion and the disciplines of the Christian life along with a discussion of the qualities exhibited by a mature follower of Christ. There will also be time devoted to the topic of inviting others to an integrated life in imitation of Christ as well as evaluating current models of discipleship found in the Church today. Key magisterial texts include: Second Vatican Council, *Apostolicam Actuositatem*; Paul VI, *Evangelii Nuntiandi*; John Paul II, *Redemptoris Missio*; and Pope Francis, *Evangelii Gaudium*.

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. Key texts include The *General Directory for Catechesis*, John Paul II *Catechesi tradendae*, *The Mystery We Proclaim*, and *The Craft of Catechesis and the Catechism of the Catholic Church*.

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 substantial course of studies in Catholic theology. The Graduate Certificate is awarded after the completion of five courses:

- 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 need submit only one letter of recommendation and a college transcript with their application.

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 the admissions process. In the case of admission to degree-seeking status, all courses taken for credit at the Institute as a non-degree-seeking student would 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 promote 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 defined by a 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 Life

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. The Sacrament of Reconciliation is also regularly available, according to a schedule posted weekly.

Chaplain

The Augustine Institute is served by the Rev. John J. Riley, a priest of the Diocese of Arlington, Virginia, who is regularly assisted by priests of the Archdiocese of Denver.

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 retreat for new and returning students, faculty, staff, and families of the Augustine Institute, the Mountain Getaway. The beautiful Snow Mountain Ranch, located near Winter Park, provides a superb setting for recreation, fellowship, and spiritual reflection. Highlights of the retreat are daily Mass, talks by professors, campfires, and communal meals including a Lord’s Day meal hosted for students by professors and their families. Students often meet for Mass, spiritual talks, and Adoration of the Most Holy Eucharist.

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.

DISTANCE EDUCATION

The Augustine Institute uses digital media technology to make the wisdom of Christ available to students around the world. 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 *Forgiven*.

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 on-campus students and participate in discussions with them and with our faculty through the learning 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.

The program features a learning management system allows students to ...

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

Students typically find that an additional 6 hours of study time is required for each course each week; accordingly, students should plan to devote at least 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. Scholarships are available to defray the cost of travel to Denver for those who need assistance.

SCHOLARSHIPS

Merit Scholarships for Full-time On-Campus Students

The Augustine Institute maintains a merit-scholarship program dedicated to the memory of St. John Paul II. Enjoying a full scholarship for the Graduate School of the Augustine Institute applicable to either M.A. program, the John Paul II Scholars also work as apostolic interns for one of the Institute's programs or for another Catholic apostolate in Denver and hone their skills for the apostolate under the direction of a mentor. 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. Each January, the John Paul II Scholarship competition brings top candidates to Denver for interviews with the Institute's faculty. The Institute also offers partial scholarships dedicated to the memory of Bl. John Henry Newman (for the M.A. Theology) or St. Jean de Brébeuf (for the M.A. in Leadership for the New Evangelization), details about which are available online.

Need and Mission-based Scholarships

Thanks to the generosity of its benefactors, the Institute offers two additional scholarship programs. The St. Nicholas Fund provides partial tuition assistance to students who have completed 6 courses with a minimum cumulative grade point average of 3.00 who can demonstrate financial need. The Mother Teresa Fund provides partial tuition assistance to students who are concurrently working in the fields of evangelization and service to the poor and whose mission commitments occasion a serious constraint upon their financial capacity. Both Funds are open to application from distance education students as well as on-campus students in Denver.

Mission Partnerships

The Institute maintains a number of mission partnerships with dioceses and apostolates (for instance, FOCUS and Christ in the City Missionaries) that allow the Institute to offer a reduced tuition benefit to eligible students. Kindly contact the Director of Admissions for additional details.

ADMISSIONS POLICIES

The Augustine Institute seeks students who desire to pursue the wisdom of Christ in order to make their personal witness and service to the New Evangelization more effective. The Admissions Office accompanies students through the process of discerning whether the graduate programs of the Augustine Institute will best enable them to fulfill their holy aspirations.

Admissions Counseling

The Office of Admissions provides information about the Augustine Institute and directs the admissions process. Please contact: admissions@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. Full admission for students granted conditional acceptance requires the completion of two courses, during which a 3.00 cumulative grade point average must be achieved.

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

The Augustine Institute processes applications year-round. Once an applicant has completed the on-line application and supplied all required documentation, a phone interview is scheduled. After a successful phone interview, the application is reviewed by the faculty members of the Admissions Committee. Decisions are typically given within 2 weeks of the interview.

Confirmation & Deposit

Admitted candidates secure their place in the incoming class by submitting a confirmation deposit of \$100, 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. Merit scholarship offers may not be deferred.

Transfer Policy

Normally a maximum of twelve graduate-level credit hours in Catholic theology may be eligible for transfer credit to either Master of Arts program in the Graduate School of Theology of the Augustine Institute. When exceptions are made to the twelve-credit maximum, they are typically for students who have completed a process of vocational discernment and are seeking to transfer credits from a seminary or house of religious formation. In such cases, up to eighteen credits may be transferred.

In assigning transfer credits, the Academic Dean seeks to match work done at another institution with the core curriculum courses at the Augustine Institute. When matches cannot be found, transfer credits are allocated as elective courses.

Students seeking to transfer credits should be aware that the Augustine Institute has accepted the Apostolic Constitution *Ex Corde Ecclesiae* as regulative of its academic policies. Accordingly, an important criterion for the acceptance of transfer credits is the compatibility of the coursework with the Institute's mission to train Catholics for the New Evangelization.

The Augustine Institute accepts only credits carrying grades of "B" (3.0) or above earned at accredited institutions of higher learning. To be eligible for transfer, all credits must be authenticated by an official transcript. 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.

U. S. Veterans should be apprised that the Institute maintains a written record of the previous education and training of the veteran or eligible person and clearly indicates that appropriate credit has been given for previous education and training, with the training period shortened proportionately, and the veteran or eligible person and the Department of Veterans Affairs so notified.

All transfer credits are subject to the approval of the Academic Dean.

Readmission

Students leaving the Institute to attend other schools, and students dismissed for academic or disciplinary reasons, must reapply to the 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 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 letters of recommendation from persons able to evaluate the applicant's ability to succeed in graduate level theological studies, preferably including one from a college professor.
- A successful phone interview with a member of the admissions staff.

Graduate Certificate and non-degree seeking candidates need submit only one letter of recommendation.

International Applicants

In addition to the checklist requirements, foreign nationals must do one of the following:

Submit your TOEFL scores (Test of English as a Foreign Language) with your application (Note: The TOEFL is a very costly test).	OR	Request that your admissions essay be considered as evidence of competency in the English language.
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You will be evaluated on your English competency by the Admission's Committee in order to determine your capacity for success in graduate studies. It is often the case that foreign nationals for whom English is a second language are recommended to pursue coursework on a non-degree seeking basis.

**On Campus Applications from Foreign Nationals*

At this time, the Augustine Institute is not a SEVIS authorized school, and therefore is not authorized to issue the I-20 form, which is required for your student visa application.

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. Under special circumstances, a student may request an extension of the time limit for completion of degree requirements.

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
PH	Pass with Honors
PHH	Pass with High Honors
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.

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 fourth week of classes through the end of the eighth week of classes. 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.

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 fourth 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 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.

Reapplication

After two years of an inactive period without any notice from a student, the student will be withdrawn from the program and their admission documentation removed from their file. 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.

Leave of Absence and 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. A leave of absence of up to two years may be granted by the Registrar or Dean upon application; to resume coursework, students on leave of absence need only to inform the Registrar of their return.

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 and practice. 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.

In keeping with the best traditions of academic life, it is customary for students to address their professors with an honorary title rather than by their Christian (that is, first) name.

The standard of dress at the offices of the Augustine Institute falls within the range from business casual to professional. Men are encouraged to wear business shirts during the academic year; to be well-dressed in coat and tie will not be frowned upon. Women are invited to dress in a similarly professional manner. Given the centrality of Holy Mass and prayer in chapel to the life of the Institute, we kindly ask students to strive for a high standard of decorum and civility and to refrain from wearing or displaying sportswear, shorts and short skirts, bare shoulders, visible tattoos, and extravagant piercings.

Internet Communication Policy

Students are to be advised that their behavior in their posts, comments, and other uses of such communications media as blogs, wikis, social networks, discussion forums, newsgroups, and e-mail distribution lists is expected to conform to the Institute's high standard of decorum and civility. Students are strongly cautioned against any communication that substantively demeans the digital environment, including posts that are obscene, defamatory, profane, libelous, threatening, harassing, abusive, hateful or embarrassing to another person or any other person or entity. Serious infractions to this policy may be grounds for dismissal from the graduate program.

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 may be conducted by a committee of the faculty or administrators. 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, including marijuana (the use of which is legal in Colorado but still prohibited by U.S. Federal law). 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

2018-2019 Tuition and Fees

	Full-Time <u>Student</u>	Part-Time <u>Student</u>	Audit <u>Student</u>
Tuition per course	\$1750	\$1750	\$400
Tuition per course - cash/check discount	\$1705	\$1705	\$400
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.

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 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 \$50 late payment fee.

Students who do not pay tuition and fees or make arrangements for tuition and fee payment by the end of the first week of classes 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.

United States Federal Government Programs and the G.I. Bill

The Augustine Institute does not participate in Federal Student Loan programs, nor can the Institute guarantee that its students will be able to defer the payment of their undergraduate student loans. The Institute does, however, participate in the post-911 G.I. Bill administered through Veterans' Administration. Contact the Registrar for further information.

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 8,000 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.

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.sjdenver.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*

Christopher O. Blum, *Academic Dean*

Benjamin Akers, *Associate Dean*

Kathryn Murray, *Director of Admissions*

Barbara Marchbank, *Registrar*

Amanda Ruwart, *Bursar* (Student Billing)

FACULTY

Resident Faculty

Benjamin Akers, *Associate Professor of Theology*

S.T.D., S.T.L. Pontifical University of St. Thomas Aquinas (*Angelicum*)

Michael Barber, *Associate Professor of Theology & Sacred Scripture*

Ph.D. Fuller Theological Seminary

M.A. Franciscan University of Steubenville

Christopher Blum, *Professor of History & Philosophy*

Ph.D., M.A. University of Notre Dame

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

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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 and where she serves as patroness. 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.”