

EARLY COLLEGE HANDBOOK

Welcome to the Bethel University Early College Program (<https://www.bethel.edu/undergrad/admissions/apply/early-college/>)! Bethel University provides opportunities for students to experience college coursework while completing high school. These programs are available to high school juniors and seniors through Dual Enrollment or PSEO. Our online and on-campus program options make this opportunity accessible to you wherever you live.

PSEO and dual enrolled students can enroll in most classes at Bethel, giving them the flexibility to work on general education credits and a college major all in their final years of high school. Residents of Minnesota should apply for PSEO (<https://www.bethel.edu/undergrad/admissions/apply/early-college/pseo/>), while those who live outside of Minnesota should apply for dual enrollment (<https://www.bethel.edu/undergrad/admissions/apply/early-college/dual-enrollment/>).

Students can participate in courses on campus, online or both. A separate application is not required to change format after being accepted.

About Bethel University

Bethel University is a leader in Christ-centered higher education with more than 3,600 students from 50 states and 10 countries enrolled in undergraduate, graduate, seminary, and adult education programs. Based in St. Paul, Minnesota, Bethel offers bachelor's and advanced degrees in more than 100 fields. Educationally excellent classroom-based and online programs equip graduates to make exceptional contributions in lifelong service to God and the world.

Admission Standards

To apply for dual enrollment at Bethel, students must:

- Be a junior or senior in high school by the time classes start
- Either have a GPA of at least 3.0 or submit a qualifying test score (ACT composite score of 24+ or 75th percentile on a standardized test)

Accreditation and Membership

Bethel University (<https://www.bethel.edu/>) is accredited by the Higher Learning Commission (<https://www.hlcommission.org/>) and is a member of the North Central Association of Colleges and Schools. The academic program at Bethel University is enriched by its membership and participation in programs of the Christian College Consortium (<https://www.ccconsortium.org/>) and the Council for Christian Colleges and Universities (<https://www.cccu.org/>). Bethel University is registered with the Minnesota Office of Higher Education (<https://www.ohe.state.mn.us/>) pursuant to Minnesota Statutes, sections 136A.61 to 136A.71. Registration is not an endorsement of the institution. Credits earned at the institution may not transfer to all other institutions.

Early College students can see how a bachelor's degree is completed with an Associate of Arts degree by contacting an Early College Advisor. Associate degrees are only awarded after Bethel receives a transcript from the student's high school stating that a high school diploma has been awarded.

General Requirements for an Associate of Arts Degree

The associate of arts degree contains a balanced program of liberal arts education without orientation to a particular major or minor. Requirements for the degree include 60 semester credit hours and the designated competencies as listed below. These requirements can usually be met in two years of full-time study. General Education Entry/Transfer levels (<https://catalog.bethel.edu/arts-sciences/general->

information/transfer-credits-bethel/transfer-entry-level/) apply to students seeking an associate of arts degree.

Goal Area 1 - Communication: 8 credits

Inquiry Writing Seminar (GES 160) and one of the following courses:

- Basic Communication (COM 110)
- Basic Communication Skills (COM 164)
- Introduction to Creative Writing (ENJ 110A)
- Reporting (ENJ 120)

Goal Area 2 - Critical Thinking: 4 credits

Physiology of Wellness (GES 141) or Introduction to Wellbeing (GES 140) and one of the following:

- How Learning Works: Keys to College Success (GES 107)
- Introduction to Healthcare (CHL 110)
- Introduction to Logic (PHI 125M)
- Sustainable Living (ENS 205L)

Goal Area 3 - Natural Sciences: 8 credits

Any D-tagged Laboratory course and 4 credits from any of the following departments/programs: biological sciences, chemistry, environmental science, neuroscience, and physics and engineering or Physiology of Wellness (GES 141)

Goal Area 4 - Mathematics: 4 credits

Any M-tagged Mathematics course

Goal Area 5 - History & Social/Behavioral Science: 8 credits

- Any U-tagged World Cultures course
- Any L-tagged Contemporary Western Life and Thought course
- American Politics and Government (POS 100)
- Christianity & Western Culture (GES 130)
- Introduction to Anthropology (ANT 200)
- Introduction to Comparative Politics (POS 205)
- Introduction to Psychology I (PSY 101)
- Introduction to Psychology II (PSY 102)
- Introduction to Sociology (SOC 101)
- Socioeconomic & Justice Issues (SOW 240)

Goal Area 6 - Humanities and Fine Arts: 8 credits

Introducción a la Biblia (BIB 102) or Introduction to the Bible (BIB 101) and 4 credits from any of the following courses:

- Any A-tagged Artistic Experience course
- Any Bible (BIB) course)
- Any 200-level Theology (THE) course
- British Literature (ENJ 102)

- How Stories Change the World: How to Read & Why (ENJ 100)
- Humanities I: Greco-Roman Through Middle Ages (GES 145) and Humanities II: Renaissance and Reformation (GES 147)
- Introduction to the Creative Arts (GES 125)
- Introduction to Digital Media (DES 105)
- Introduction to Ethics (PHI 110)
- Topics in American Literature (ENJ 103)

Electives: 20 credits.

Additional Requirements

1. A cumulative GPA of at least 2.00.
2. At least 28 of the last 35 credits must be taken at Bethel.
3. One January session course.
4. Taken at Bethel:
 - a. Introducción a la Biblia (BIB 102) or Introduction to the Bible (BIB 101)
 - b. Christianity and Western Culture (GES 130) or Humanities I: Greco-Roman Through Middle Ages (GES 145) and Humanities II: Renaissance and Reformation (GES 147)
5. Upon completion of program, participation in commencement ceremonies is expected.
 - a. Participation in commencement ceremonies is permitted for students who have not completed all graduation requirements provided they have no more than seven (7) credits by the end of the fall term of the next academic year. For December commencement, courses must be completed by the end of the spring term of the same academic year. Policies regarding residency for particular courses apply.

Academic Policies

All policies and due dates linked below can be found in the College of Arts and Sciences catalog (<https://catalog.bethel.edu/arts-sciences/>).

- Absence Notification: If a student has been absent from a face-to-face class for two consecutive weeks, or has not logged into the Learning Management System (LMS) for two weeks without communicating with the instructor, the advising office will notify the high school. This notification must occur within 48 hours of the advising office being made aware of the student's absence.
- Academic Honesty (<https://catalog.bethel.edu/arts-sciences/general-information/academic-honesty/>)
- Academic Progress (<https://catalog.bethel.edu/arts-sciences/general-information/academic-progress-probation-dismissal/>)
- Add/Drop/Withdraw Dates (<https://catalog.bethel.edu/arts-sciences/academic-calendar/>): Online courses' deadlines may vary slightly depending on length of term. If students have questions, they should reach out to their Early College Advisor for more information.
 - After finals schedules are sent to the high school, Bethel University will inform the student's school within 10 business days after the student drops or withdraws from a course.
- Course Policies, Grades & Concerns (<https://catalog.bethel.edu/arts-sciences/general-information/course-policies-grades/>)
- Summer School and non-PSEO reimbursable courses:
 - Students are able to participate in summer school between their junior and senior year of high school. Classes are billed to the student at a rate similar to the PSEO rate reimbursed by the state of Minnesota. See more about Summer Term on the PSEO website (<https://www.bethel.edu/undergrad/admissions/early-college/pseo/>).

- Students may also participate in theology and Bible courses throughout the school year at the summer school rate. Since these courses are not reimbursed by the state of Minnesota, students will be billed.

Housing Policies

- PSEO Student housing (<https://www.bethel.edu/undergrad/student-life/residence-life/sign-up/new-students/pseo/>)

Textbook Information

Students are not charged for the cost of books. Online courses will have texts loaded into the Moodle course site. On campus classes will have their textbooks available in the campus bookstore prior to the start of the semester. These texts do need to be returned to the bookstore or you will be charged for them.

It is industry standard that used texts have a maximum of 5 pages with highlighting or writing in them. Students are encouraged to use post it notes on pages for note taking. Students will be charged if there are more than 5 pages with writing on them. This does not include workbooks.

Online Courses

Course offerings vary by term and a listing of all courses can be found online. Students can participate in the majority of courses as long as they meet the prerequisites.

ASL 101 • Introductory American Sign Language I 4 Credits

Enables students with no knowledge of American Sign Language (ASL) to communicate comfortably in a variety of situations. Focuses on development of expressive, receptive, and visual readiness skills in basic ASL. Introduces conversational vocabulary, fingerspelling, grammatical principles, and syntax. Includes information about deaf culture.

Offered: Fall, Spring.

ASL 102S • Introductory American Sign Language II 4 Credits

Continuation of functional and practical understanding and communicative use of ASL. Further study of the history and culture of the deaf community through films, discussions, and readings.

Prerequisites: ASL 101 or Placement exam. Offered: Fall, Spring.

ASN 281 • Individualized Internship 1: Foundations for Career Success 2 Credits

Develop career-readiness skills through on-the-job work experience combined with instructional activities building skills which include safe engagement in the work environment, job-seeking, career exploration and transferable skills. Practice essential skills in communication, accepting feedback, adhering to employer expectations. Apply work appropriate expectations. Create introductory materials for a portfolio showcasing accomplishments.

Offered: Occasionally.

ASN 282 • Individualized Internship 2: Workplace Rights and Responsibilities 2 Credits

Development of career-readiness through work experience and instructional activities building skills including engagement in the work environment, job-seeking skills, career exploration and transferable employability skills. Practice essential skills such as job interviewing, safety practices, employee rights, employer responsibilities etc. Create materials to showcase accomplishments including a cover letter and resume.

Prerequisites: ASN 281. Offered: Occasionally.

BIO 120 • Introduction to Molecular and Cellular Biology 3 Credits

An introduction to cellular and subcellular aspects of living organisms. Includes a study of basic chemistry, biological molecules, cells, enzymes, metabolism, classical genetics, and molecular genetics.

Corequisites: Concurrent registration in BIO 120D is required. *Offered:* Fall, Spring. *Special Notes:* This course is intended for nursing and other science related majors.

BIO 120D • Introduction to Molecular and Cellular Biology Lab 1 Credit

Laboratory experience accompanying BIO 120.

Corequisites: Concurrent registration in BIO 120 is required. *Offered:* Fall, Spring.

BUS 101 • Introduction to Business 4 Credits

Introduction to business and business strategy within the global economic environment. Identification of business structures, market strategies, and the concepts of leadership and management.

Exploration of key business functions, typical roles, entry points, and career paths. Application of business evaluation and problem-solving within a Christian worldview.

Offered: Fall, Spring.

BUS 130 • Business Problem Solving 2 Credits

Builds a foundation for understanding and solving business problems. Introduces business concepts and terminology, along with skills needed to solve common business problems. Emphasizes how to identify problems and then apply tools and techniques to solve them. Encourages the development of critical-thinking and decision-making skills needed for success in business.

Offered: Spring.

BUS 213 • Personal Financial Literacy 4 Credits

Explores fundamental personal financial management topics. Enables learners to make values-based financial decisions. Uses a variety of tools to evaluate risk and make choices regarding debt management, savings, budgeting, investing, and long-range personal financial planning.

Offered: Fall, Spring.

CHE 101 • Introduction to Chemistry 3 Credits

Overview of atoms—their composition, ability to form bonds, and to interact as molecules. Open to all students but tailored for nursing and allied health fields.

Corequisites: Concurrent registration in CHE 101D is required. *Offered:* Fall, Spring.

CHE 101D • Introduction to Chemistry Lab 1 Credit

Laboratory experience accompanying CHE 101.

Corequisites: Concurrent registration in CHE 101 is required. *Offered:* Fall, Spring.

CHL 110 • Introduction to Healthcare 2 Credits

An introduction to various health professions and the healthcare system in the United States.

Emphasis on understanding the healthcare system, current issues in healthcare, and healthcare career paths. Development of healthcare literacy and navigating healthcare culture. Students examine education, training and licensure and/or certification requirements for potential careers.

Offered: Fall, Spring.

CHL 212L • Public and Community Health in the 21st Century 4 Credits

Analyze the impact of historical health events on public and community health practice in contemporary America. Evaluate how roles and responsibilities have evolved into the current public and community health system. Examine the community and public health policy process at organizational and governmental levels.

Prerequisites: GES 130 and GES 160 (may be taken concurrently) or GES 149 (may be taken concurrently).

Offered: Spring.

COM 164 • Basic Communication Skills 4 Credits

An examination of the fundamentals of the human communication process. Emphasis on communication in these areas: interpersonal, small group, public speaking, and computer mediated. Concentration on how meaning is created, communicated, and transformed within personal, professional, and global contexts.

Offered: Fall, Spring.

ECO 202 • Principles of Microeconomics 2 Credits

An introductory course in microeconomics that helps students understand how economic decisions are made by individuals and firms and how these decisions affect the overall functioning of the economy. Topics include: supply and demand, elasticity, government policies, production and cost, market structures, and market failure.

Offered: Fall, Spring. Special Notes: It is expected that students take ECO 202 and ECO 203 in the same term.

ECO 203 • Principles of Macroeconomics 2 Credits

An introductory course in macroeconomics that helps students understand how the economy as a whole functions and how government policies can affect economic outcomes. Topics include: measures of economic aggregates like GDP, inflation, and unemployment, the study of concepts like aggregate demand and supply, and monetary and fiscal policy.

Offered: Fall, Spring. Special Notes: It is expected that students take ECO 202 and ECO 203 in the same term.

ENJ 100 • How Stories Change the World: How to Read & Why 4 Credits

Introductory exploration of great stories (both poetry and prose) and their power to illuminate the human experience, connect with readers' minds and hearts, and portray great ideas, hopes, joys, and sorrows. Students gain experience interpreting literature with greater comprehension and pleasure.

Offered: Fall or Spring.

ENS 104 • Environment and Humanity 3 Credits

Interrelationships and interactions of humans with the natural environment in which they live. Causes of and potential solutions to environmental problems like pollution of water, air, and soil; extinction of wildlife; and degradation of natural and human ecosystems are examined, using the science of ecology as a knowledge base.

Corequisites: Concurrent registration in ENS 104D is required. Offered: Fall, Spring.

ENS 104D • Environment and Humanity Lab 1 Credit

Laboratory experience accompanying ENS 104. Includes some outdoor and off-campus investigations.

Corequisites: Concurrent registration in ENS 104 is required. Offered: Fall, Spring.

GES 107 • How Learning Works: Keys to College Success 4 Credits

Equips students with essential study strategies to enhance cognitive skills. Through critical thinking and analysis of texts, students will use writing as a tool for reflection and personal growth, developing techniques to improve comprehension, communication, and academic success.

Offered: Fall.

GES 112 • College Composition 4 Credits

Development of skills necessary for expressing oneself competently through writing. Emphasizes the writing process, critical thinking, sensitivity to audience, core documentation skills and responsibilities, and revision (with peer and instructor feedback).

Offered: Fall, Spring.

GES 141 • Physiology of Wellness 4 Credits

Synthesizes current evidence-based knowledge empowering healthy decisions around nutrition, fitness, emotional, and spiritual well-being. Identification of patterns of stress reduction through spiritual and physical health. Explanation of biological processes in the body. Analyzes the influence of culture, media, technology, and other factors on health.

Offered: Fall, Spring.

GES 150 • Introduction to Art Appreciation 4 Credits

Cultivation of critical reading and writing skills through examination of artistic “texts” from a variety of genres: literature, drama, cinema, music, or the visual arts. Discerns the rich dimensions of the texts—technique, genre, social-historical context—and reflects on their spiritual significance.

Offered: Occasionally.

GES 160 • Inquiry Writing Seminar 4 Credits

While exploring a topic of interest, students learn college-level skills in research, writing, and presentation. Collect, summarize, and evaluate sources. Formulate, develop, and support a thesis; document; plan, draft, edit. Consideration of rhetorical situation (purpose, audience, message). Develop, organize, and deliver oral presentations. Formative feedback from peers and instructor.

Offered: Fall, Spring.

HIS 200L • History of the United States 4 Credits

Exploration of United States history from early Native American communities to the present. Particular attention paid to primary sources that allow for an examination of the interaction of social, cultural, economic, political, and religious movements.

Prerequisites: GES 130 and GES 160 (may be taken concurrently) or GES 149 (may be taken concurrently).

Offered: Fall.

LEA 101 • Personal Mission and Leadership Development 2 Credits

Development of an understanding of personal mission and a study of the application of that mission to leadership. Emphasis is on identifying personal talents and gifts, and developing leadership goals for future roles.

Offered: Fall, Spring.

MAT 101M • Mathematics for the 21st Century 4 Credits

Mathematical ideas that a liberally educated person should be familiar with in order to function well in a technological society.

Prerequisites: Two years of high school algebra, including logarithms and exponential functions. Offered: Fall, Spring. Special Notes: This course carries cross-credit with MATH 180.

MAT 124M • Calculus 1 4 Credits

A mathematical foundation for future college courses and beyond. Introduces the concepts and methods of the derivative and the integral, demonstrating how they are applied in real-world modeling situations. Topics are examined graphically, numerically, and algebraically, including using a symbolic computer algebra system to aid with understanding.

Prerequisites: Placement at MAT 124M on the Math and Computer Science department placement exam; MAT 121M, concurrent enrollment in MAT 122, or equivalent high school or college course(s). Offered: Fall, Spring.

PHI 110 • Introduction to Ethics 2 Credits

A philosophical analysis of relevant ethical issues in contemporary society, which may include: abortion, euthanasia, medical ethics, animal rights, sexual ethics, and distribution of resources.

Traditional ethical theories will be used to evaluate different moral positions on issues. Emphasis on moral-decision making.

Offered: Fall, January, Spring.

POS 100 • American Politics and Government 4 Credits

Structure and workings of major parts of the United States national government, such as the Constitution, the presidency, Congress, the courts, the electoral process, and others. How these institutions help Americans deal with significant current issues.

Offered: Fall, Spring.

PSY 101 • Introduction to Psychology I 2 Credits

Survey of topics from psychological science such as brain and behavior, human development, psychopathology, social psychology, and others.

Offered: Fall, Spring.

PSY 102 • Introduction to Psychology II 2 Credits

Survey of topics from psychological science such as consciousness, sensation perception, conditioning and learning, personality, etc.

Offered: Fall, Spring.

PSY 215 • Social Psychology 4 Credits

Behavior and experience of individuals and groups in relation to other individuals and groups. Theory, method, and findings in areas such as conformity, persuasion, social cognition, attraction, altruism, aggression, prejudice, group behavior, and applied topics.

Prerequisites: PSY 101. Offered: Fall, Spring.

SOC 101 • Introduction to Sociology 4 Credits

Major concepts, theories, methodologies, findings, controversies, and history of sociology. Contributions of sociology to Christian life and thought.

Offered: Spring.

SOC 255 • Introduction to American Culture 2 Credits

Exploration of various diversity issues within the United States, particularly as they impact personal experience, identity, relationships, and opportunity. Examination of personal values, assumptions, and perspectives as they relate to diversity and strategies for approaching diverse or conflicted settings with a biblical, peacemaking stance.

Offered: Occasionally.

SOW 240 • Socioeconomic & Justice Issues in Market Economies 2 Credits

Critical evaluation of how market economies operate, their broad socioeconomic consequences, and their impact on the lives of socially disadvantaged people. Evaluation of global and local processes and mechanisms. Analysis of theories and approaches to social justice that advocate and promote social and economic justice, and human rights.

Offered: Spring, odd # years.

Student Resources

Students enrolled in Early College receive a Bethel student email account which grants them access to the Bethel community, the Bethel library, and IT Support, (when needed). Course syllabi and Moodle sites have links to extensive resources, from technology to academic support.

Moodle and MyBethel are the online platforms Bethel uses for online courses and access to Bethel library and textbooks. Students are given login information to access their individual Moodle accounts.

Bethel also has an online academic research center (<https://www.bethel.edu/graduate/academics/support/>) that students can utilize for math and writing help as necessary. Students on Bethel's main campus can also access the in-person Academic Enrichment and Support Center (<https://www.bethel.edu/undergrad/academics/support/>).