
DOCTOR OF MINISTRY PROGRAM

SCRIPTURE, SPIRITUALITY, AND CHRISTIAN LEADERSHIP

PROGRAM OVERVIEW (HEGIS CODE 2301.00)

The Doctor of Ministry program (D.Min.) is an advanced, professional, theological degree which is designed to enhance the practice of ministry for pastors, ministry staff, and those carrying leadership responsibilities in other Christian organizations. Its purpose is to serve and advance the church by providing an environment in which experienced church and para-church leaders can have their thinking enriched, their skills strengthened, and their spiritual lives renewed for the challenges of ministry today.

Graduates of the NES D.Min. program will be able to demonstrate:

- an advanced understanding of the nature and purposes of pastoral ministry;
- enhanced competencies in pastoral and cultural analysis and ministerial leadership skills;
- enriched ability to think biblically and theologically about all aspects of ministry;
- an ability to integrate their understanding and competencies into a theologically reflective practice of ministry;
- continued growth and increased maturity in personal and spiritual formation.

In short, the Doctor of Ministry degree equips people to serve Christ's church with the highest levels of excellence, wisdom, and skill.

The D.Min. is the highest professional degree for ordained persons in the parish or related ministries. The primary emphasis of the D.Min. is the practice of ministry, which distinguishes it from the Ph.D. and other degrees that are focused more narrowly on scholarly research alone. The D.Min. degree builds on the M.Div. degree and a minimum of three years professional practice in ministry (both of which are prerequisites).

The D.Min. program enhances the mission of the Seminary "to prepare Christ-centered men and women for faithful, effective ministry to the church and the world." The unique strength of the NES D.Min. program is its integrative focus on three areas of study that are indispensable for faithful service to the church and world in the 21st century: Scripture, spirituality, and Christian leadership. Grounded in Northeastern Seminary's commitment to the centrality and authority of Holy Scripture, doctoral students at NES will find their proficiency in biblical interpretation and application strengthened, their grasp and experience of the rich resources of human and Christian spirituality deepened, and their competence as Christian leaders and practitioners enhanced. The learning experience is enhanced at NES through coursework taken with a highly selective group of peers in ministry, and guided by NES faculty and internationally known scholar/pastors.

PROGRAM DESIGN

Northeastern's D.Min. program is an in-service curriculum that allows participants to complete the program while remaining in full-time ministry. Classes are offered in one-week intensives in January and June, with extensive pre- and post-seminar assignments and online interaction that allow students to apply class materials to the local setting.

Earning the Doctor of Ministry degree requires completion of 36 credit hours: 10 three-credit classes, plus a 6-credit dissertation. The following six courses are required:

- Calling and Vocation (opening retreat, offered every June)
- Theological Foundations for Ministry (residence week in January of even years)
- Scriptural Foundations for Ministry (residence week in June of even years)
- Spirituality for Ministry (residence week in January of odd years)
- Transformational Leadership (residence week in June of odd years)
- Research Methodology (delivered in 3 sections) (see "Dissertation" section for schedule)

The D.Min. curriculum is completed with four elective courses that allow the student to pursue particular areas of interest. Electives are offered on such topics as Developing Healthy Spiritual Communities, Contemporary Theological Issues, and Preaching and Scripture. Directed studies are available for students who wish to pursue areas of interest not represented in current course offerings.

The following features enrich the NES D.Min. program:

1. **Retreat experiences:** Even in the midst of the academic rigor of the D.Min. degree, the intent is to provide students with the gift of time and space for the renewal of your soul. As a result, spiritual formation retreats are an integral part of the rhythm of the program. Entering students begin the D.Min. experience with a three-day, two-night retreat at a reflective/meditative off-site venue. This retreat focuses on understanding one's ministry journey to date, determining personal growth goals for the rest of the program, and building relationships among the D.Min. students. The first class (Calling and Vocation) is taken in this retreat setting. Each of the remaining required courses also includes a 24-hour retreat during the residence week. In addition, D.Min. students are invited to attend (at no charge) the annual All-Seminary Retreat where the entire NES community gathers for worship, learning, and community.
2. **Online collaboration:** Each one-week residency is preceded and followed by opportunities for online interaction with the faculty member and/or fellow students. This online interaction helps to create the collegial learning environment that characterizes the NES D.Min. program, and also allows students to integrate and apply classroom material.
3. **Spiritual formation:** A signature feature of the NES D.Min. program is its interwoven emphasis on formative spirituality through a regular rhythm of retreat experiences and course work. Doctoral students are guided in the development of an integrational theology of human and Christian spirituality that equips them to nurture both their own spiritual formation and that of those they are called to serve within and outside the church.
4. **Exposure to nationally known scholars and practitioners:** In addition to the outstanding NES faculty, the D.Min. program is intentional about providing students with access to some of the leading

scholars and practitioners of our day. Students may take electives that are built around NES' Conferences on Ministry and receive focused time with the keynote presenters (past speakers have included Dallas Willard, Reggie McNeal, and Ruth Haley Barton).

5. **Peer Interaction and Reflection:** Learning at the doctoral-level is enhanced by the opportunity to be part of a small, highly selective group of peers in ministry. Small class size ensures that the learning environment is highly collegial. Students form meaningful friendships with one another and develop long-term mentoring relationships with the faculty members who guide the class.
6. **Professional Development:** Entering D.Min. participants will experience an extensive, personal, and professional assessment as part of their first class. This experience will be formative in nature and not evaluative. The information gained from this experience will be confidential and will be used by the student and his or her dissertation advisor during the program to enhance spiritual and personal development and effectiveness in ministry.

TIMELINE

Class residencies occur in two consecutive weeks each June and January. A student can take as many as four classes per year. Following this pattern, a student could complete the course work in two and one half years and (with satisfactory completion of the dissertation) graduate three years after entering the program.

Students may adjust the timeline according to individual needs such as ministry commitments and finances. For example, a student may opt to take just one of the two weeks of resident coursework in a given residency. Doing so will lengthen the timeline for completing the D.Min. degree, but may make the program more sustainable for the student. Students choosing to take the program at a slower pace should keep in mind that the maximum allowance for degree completion is six years.

For each class, pre-course work begins 60—90 days before (April and October) the residency and follow-up work is completed 60 days after (August and March). Pre-classroom preparation for each one-week period on campus includes approximately 2,000 pages of reading, plus appropriate research, reflection, and writing. Post-residency assignments for each course typically include a substantial integration and application paper. Students must negotiate ministry and family commitments in order to allow for the significant time investment required to complete this program successfully.

The program culminates in the writing of a doctoral-level dissertation and publishable paper of one's process, findings, and learning. This dissertation is intended to make a major contribution to the student's own understanding of ministry and to the body of knowledge in the field of pastoral ministry.

DISSERTATION

Purpose

The culmination of the NES Doctor of Ministry program is the preparation of a well researched and carefully written dissertation. The dissertation is intended to make a major contribution to the student's own understanding of ministry and to the body of knowledge in the field of pastoral ministry. The completed dissertation will be a publishable document that displays the student's ability to employ appropriate theological, theoretical, and practical resources in addressing a particular problem related to the nature and practice of ministry.

As the highest professional degree related to the theory and practice of ministry, a fully accredited Doctor of Ministry program must *"include the design and completion of a written doctoral-level project that addresses both the nature and the practice of ministry. The project should be of sufficient quality that it contributes to the practice of ministry as judged by professional standards and has the potential for application in other contexts of ministry. The ministry project should demonstrate the candidate's ability to identify a specific theological topic in ministry, organize an effective research model, use appropriate resources, and evaluate the results, and should reflect the candidate's depth of theological insight in relation to ministry"* (Commission on Accrediting of the Association of Theological Schools).

In compliance with the foregoing academic and professional standards, Northeastern Seminary has identified the following specific purposes for the Doctor of Ministry dissertation:

- To enhance the student's understanding and practice of ministry;
- To improve the student's self-directed learning, research, and writing skills;
- To make a meaningful contribution to the broader ministerial community's understanding about the nature and practice of ministry;
- To provide the student with an opportunity for publication.

The guidelines and procedures outlined here summarize Northeastern Seminary's distinctive approach to the dissertation process and highlight the Seminary's commitment to assisting students in the production of a high quality dissertation that fulfills these purposes.

Types of Research

The D. Min. dissertation identifies and researches an underlying issue, problem, or question related to the practice of ministry. It attempts to fill in a gap in the knowledge of ministry by critically reflecting on a ministry question that needs to be answered, a ministry dynamic that needs to be studied, a ministry hypothesis that needs to be tested, or a ministry issue that needs to be explored. The student typically begins with a broad area of concern or interest and then, under the guidance of the dissertation committee, ultimately narrows the focus to a specific, researchable question.

There are several different research models that can be used successfully in the dissertation. The following list outlines some of the most common types, but is not intended to be exhaustive. Students should work closely with their faculty mentors to determine the most appropriate research methodology.

Action research

The student develops and implements a ministry intervention in the local church and attempts to isolate and measure certain variables. For example, the student might develop and implement a comprehensive strategy for bringing systemic change to a local church and test the effectiveness of the change strategy.

Case study

The student studies an aspect of a church, ministry, or organization for the purpose of greater understanding and evaluation, guided by specific research questions. For example, the student might identify a church (or cluster of churches) that is especially effective at spiritual formation with young adults and attempt to uncover the reasons for their effectiveness.

Quantitative research

The student uses surveys, focus groups, or other quantitative measures in order to cast a wide net and draw preliminary descriptions and conclusions about the contours of some aspect of ministry. For example, the student might survey fifty executive pastors about their roles, responsibilities, and ministry satisfaction in order to learn best practices for those in executive pastor positions.

Biblical, Theological, or Historical Studies approach

The student employs the methodological tools of the appropriate theological discipline to research and analyze both primary and secondary literature related to an aspect of ministry. For example, a student might study the development, nature, and role of the sacraments from Scripture through Christian history as the foundation for articulating a faithful theology and practice of sacramental life in the church today.

Other possible research methodologies should be discussed with the faculty mentor. The range of potential research topics is virtually limitless, and the student should choose the research methodology that will be most effective in answering the research question.

Regardless of the methodological approach, the student is expected to move beyond mere description to a critical analysis of the findings in a way that enriches the church's and academy's understanding of ministry praxis. All dissertations must show a profound understanding of and interaction with the existing literature in the field so the student is building on what is already known and making a meaningful addition to that literature. NES recommends that students peruse high quality D. Min. dissertations that have been produced at NES and other ATS accredited schools in order to learn about various approaches and topics.

Dissertation Structure Overview

The overall structure of a typical six-chapter dissertation is outlined below. A more detailed checklist for each chapter is included at the end of this document, and specific requirements for each chapter will be discussed thoroughly in the research methodology class.

Chapter One: Purpose of the Study

The opening chapter introduces the study by clearly answering the "reporter's questions" of what, who, when, where, why, and how. Included in this chapter should be a compelling description of the subject or problem to be researched, the rationale for selecting it, and a comprehensive overview of how the researcher will answer the research question.

Chapter Two: Literature Review

This chapter places the study in the context of other literature and research in the field. The student should demonstrate a thorough understanding of what has already been written about the research area, and clearly articulate how this research project fits into that larger theoretical context. This chapter is not a mere description of the present literature, but rather an analysis and evaluation of that literature that identifies major themes and demonstrates the present study's relevance and connection.

Chapter Three: Biblical & Theological Context

Chapter 3 builds the biblical/theological foundation for the study. This chapter should reflect the student's ability to understand and interact with Scripture and theology, think theologically about the practice of ministry, and identify particular ecclesiological issues that are relevant to the research.

Chapter Four: Design of the Study

If Chapter 1 is an architectural overview of the study, Chapter 4 is a set of detailed blueprints. Here the student describes in clear and precise detail every aspect of the research methodology. The requirement of this chapter is to describe the study with such thoroughness that another researcher would be able to replicate the study.

Chapter Five: Results of the Study

Chapter 5 reports in a nonevaluative manner the results of the study. The answers to the research questions are reported, including both positive and negative results. The supporting data and statistical analysis of that data are clearly described.

Chapter Six: Conclusions and Implications

The final chapter of the dissertation gives the researcher the opportunity to discuss and evaluate the findings of the study. What are the implications of this research? What are its limitations? What unexpected findings emerged? What suggestions arise for potential further research? How did this study contribute to the church's knowledge and understanding of Christian ministry?

How long should the completed dissertation be? Most D. Min. dissertations tend to be in the range of 130—175 pages. However, length is not Northeastern Seminary's primary concern, but rather the quality of the research and writing. The finished dissertation should be long enough to present the study and its findings with thoroughness, thoughtfulness, precision, and excellence. When this is accomplished to the satisfaction of the faculty mentor and dissertation committee, the project should be concluded without additional wordiness.

The Dissertation Committee

The research and writing process is guided and evaluated by a dissertation committee. The chair of this committee and point person for the entire dissertation process is the faculty mentor. Other members of the three-person committee are the theological librarian and the academic vice president and dean. Although the whole committee will typically meet formally with the student only twice (at proposal defense and final defense), the members of this committee are available to assist and guide throughout the process.

Timeline and Process

Students are encouraged to begin thinking about possible dissertation topics early in their D. Min. program. This allows the coursework in the D. Min. program to begin informing and enriching the student's thinking about the possible topic(s).

The following steps outline the formal process of researching, writing, and defending the dissertation:

1. **The student participates in dissertation orientation:** This one-day orientation to the dissertation process is offered during the student's first residential week (the same week as DMIN 852NE: Calling and Vocation). The dissertation process and requirements will be outlined and discussed, and the student will be encouraged to begin preliminary thinking about possible dissertation themes. Attendance is required during the student's first residential week.
2. **The student takes DMIN 860NE Research Methodology:** This course is offered in a hybrid format that combines online and residential instruction, and prepares the student to write the first draft of Chapters 1–4. DMIN 860NE is a 3-credit course that is divided into three 1-credit sections offered over three consecutive semesters (860-A; 860-B; and 860-C). Students should normally register for these one-hour classes in the second, third, and fourth semesters of their D.Min. program. Classroom instruction (Dissertation Seminar) will be offered on Friday afternoon during the week of each required (non-elective) DMIN course (855, 865, 875, and 885NE) each semester, with online instruction occurring in the weeks before and after each residential week.
3. **Preliminary dissertation topic and advisor information form:** This form should be completed as soon as possible during DMIN 860NE so that an initial faculty mentor can be assigned and collaboration with that mentor can begin.
4. **Topic approved and final faculty mentor assigned:** At the conclusion of DMIN 860NE, the student will submit a final dissertation topic approval form. If the topic is approved by the D. Min. office (academic vice president and dean, and theological librarian), an official faculty mentor will be assigned. If the dissertation topic remains unchanged, the preliminary faculty mentor will typically continue in this role.
5. **Dissertation committee is named:** Required members of the committee include the faculty mentor (chair), theological librarian, and the academic vice president and dean. At the discretion of the faculty mentor and in consultation with the student, other committee members may be added in order to achieve necessary expertise in the field of study.
6. **Writing of Chapters 1–4 (i.e., the proposal):** Guided as necessary by the faculty mentor, the student prepares the first four chapters of the dissertation. Upon the mentor's approval of the proposal, a proposal defense with the dissertation committee is scheduled.
7. **Proposal defense:** Upon completion of the dissertation proposal, the student will be expected to participate in an oral defense and evaluation before the dissertation committee. Copies of the four-chapter proposal (in 3-ring binders with tabbed chapter dividers) must be submitted to all committee members at least two weeks prior to the defense. The student functions as recording secretary for the meeting and submits a transcript of the notes to all members of the committee following the meeting. The dissertation committee has three options: 1) accept the proposal as is with relatively minor editorial changes; 2) accept the proposal with substantive revisions subject to faculty mentor's approval; or, 3) require second proposal defense. If the student does not receive committee approval by a second defense, he or she will not be allowed to continue the dissertation process. The proposal

must be approved before the student is permitted to conduct the research and complete writing. The proposal defense must take place at least six months prior to anticipated graduation. Please note that depending on the type of research being conducted, more than six months may be necessary.

8. **Research:** The student conducts the research exactly as described in the approved dissertation proposal.
9. **Writing of Chapters 5—6:** The student reports the results of the study (Chapter 5) and offers an evaluative discussion of the findings (Chapter 6). Upon approval of the faculty mentor for matters of content, form and style, a dissertation defense may be scheduled with the dissertation committee.
10. **Dissertation defense:** The student meets with the dissertation committee to defend the completed dissertation. The committee has two possible actions: 1) approve the dissertation with minor editorial changes, subject to mentor's approval; 2) require major revisions subject to committee's approval and/or second defense. The dissertation defense should be held approximately three months prior to anticipated graduation.
11. **Final edits, binding, and publication:** Upon approval by the dissertation committee, the student makes final revisions based on committee recommendations, and works with the D. Min. office to make arrangements for binding and publication. A copy-ready, final version of the dissertation must be submitted to the D. Min. office no later than March 30 for a May graduation.
12. **Graduation:** The Doctor of Ministry degree is conferred upon completion of all degree requirements.

Criteria for Acceptance

The criteria used in evaluating dissertations are as follows:

1. The chosen area of study is significant enough to make a meaningful contribution to the understanding of ministry, yet specific enough to be answered with clarity and thoroughness;
2. The dissertation reflects an acceptable scope and depth of biblical and theological insight in relation to ministry;
3. The dissertation employs appropriate research methods with which the student has sufficient familiarity and competence;
4. The research methodology is clearly defined and carefully planned and executed;
5. The dissertation reflects a broad understanding of and interaction with the relevant and most important literature in the chosen area of study;
6. The dissertation includes an honest and thorough evaluation of the research process and findings;
7. The dissertation is written in a style that is clear, accurate, correct, and in complete compliance with the formatting standards of Kate L. Turabian, *A Manual for Writers of Research Papers, Theses, and Dissertations: Chicago Style for Students and Researchers* (Seventh Edition).

Chapter Checklist

Preliminaries

- Abstract
- Approval sheet
- Title page
- Copyright page
- Table of Contents

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- List of tables and figures
 - Clearance Forms
 - Acknowledgements

Chapter One

- Problem introduced, often with personal vignette
- Purpose of study stated clearly and concisely
- Brief description of theoretical framework and grounding in literature
- Context of study established
- Research question(s) identified
- Research methodology described
- Subjects, population, sample described
- Design of study described
- Instrumentation explained
- Key terms defined
- Data collection and analysis described
- Independent and dependent variables identified
- Delimitations and generalizability described
- Biblical/theological foundations introduced
- Overview of remaining chapters

Chapter Two

- Relevant sources identified and discussed
- Critical interaction with sources
- Themes emerging from literature developed in essay style
- Structure developed logically and coherently around themes, not around specific resources
- Discussion related clearly to problem of the study
- Quality of literature discussed as important as quantity (use primary sources as much as possible)
- Theoretical framework summarized by end of chapter

Chapter Three

- Clear description and analysis of key biblical passages and themes
- Discussion of central theological and ecclesiological issues
- Demonstrate sound exegesis and astute theological reflection
- Integrate relevant insight from the history of the church and leading theologians

Chapter Four

- Problem/purpose restated
- Research questions restated and explained
- Detailed description of every component of the research
- Selection of participants described and explained; rationale given
- Population and sample described
- Instruments explained

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- Independent and dependent variables explained
 - Control procedures described
 - Data collection and analysis detailed
 - Reliability and validity data provided
 - Ethical guidelines described
 - Describe study with such exhaustive detail and clarity that another researcher could easily replicate your study in order to verify it

Chapter Five

- Provide the answers to the research questions
- Focus on significant findings
- Use statistical analysis correctly and appropriately
- Use tables, graphs, and figures as appropriate
- Organize chapter around answers to the research questions

Chapter Six

- Evaluate and discuss findings
- Describe implications and significance of research
- Key contributions of this research
- Limitations of research
- Unexpected observations
- Recommendations for further research
- Practical applications
- Personal impact
- Concluding thoughts

Appendices

- Copies of research instruments such as surveys, questionnaires, curriculum, letters, etc.

Bibliography

ADMISSIONS

Admissions Requirements

The purpose of the D.Min. degree is to enhance the practice of ministry for persons who hold the Master of Divinity degree and have engaged in some form of ministerial leadership (for a minimum of three years prior to program start). Admission is on the basis of competence in theology and ministry, and giving evidence of the motivation and ability to pursue further study at the doctoral-level. In examining the application, the admissions committee will consider whether the applicant:

- Is capable of doctoral-level work
- Has demonstrable learning in the various theological studies
- Has sufficient ministry experience to gain maximum benefit from the program
- Has articulated how the program will enhance his or her ministry
- Is spiritually and emotionally mature

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- Has sufficient support structures (e.g., family, church, etc.) to successfully complete the program

In order to determine whether the applicant meets these criteria, the following specific requirements are necessary for admission to the D.Min. program:

- Completion of a Master of Divinity degree from a seminary accredited by The Association of Theological Schools (ATS);
- In cases where the applicant has not received an accredited Master of Divinity, admission may be considered provided he or she possesses its educational equivalent. To do so the applicant must demonstrate that he or she has a strong foundation in all the areas of theological studies, namely: Biblical literature and theology, church history and historical theology, systematic theology, and pastoral theology. This would require a minimum of 15 credits in one of the four areas named above and 9 credits in each of the other three areas with a grade of B or better. The NES Core curriculum meets the theological, biblical, and historical studies equivalency. As such, an applicant with another graduate degree may be considered for admission if he or she can also show proof of successful matriculation in theological preparation and meets the minimum credit standard.
- Three years of full-time ministry or cross-cultural mission experience subsequent to the M.Div. degree or its educational equivalent. Exceptions to this rule must be approved by the admissions committee on a case-by-case basis and must meet ATS standards for admission.
- Official transcripts from all previous graduate and undergraduate-level academic work. Normally, a grade point average of at least 3.00 on a 4.00 scale in previous graduate degree work is required.
- Two ecclesiastical references from a supervisor of the church or para-church organization to which the applicant is accountable that indicate an ability to do above average graduate-level academic work, affirms the applicant's call to and gifts for Christian ministry, and gives their endorsement for the individual to pursue the D.Min. degree;
- One congregational or institutional reference that affirms the applicant's call to and gifts for Christian ministry;
- A narrative of approximately 1,500 words on "Ministerial Experience and Program Expectations" in which the applicant (1) reviews and reflects on his or her ministerial experience and (2) offers a possible dissertation topic. Part 2 of this narrative does not constitute a formal dissertation proposal; it does, however, identify a potential topic or area of interest that the applicant may wish to pursue in the Doctor of Ministry program.
- A graduate-level paper of 15 to 20 pages in length. This may be a paper the applicant has written earlier. The paper should demonstrate the applicant's best work and ability in the following areas:
 - Knowledge of theological disciplines
 - Use of research methodology
 - Use of Chicago or another recognized style of writing research papers
- In the case of international students for whom English is a second language, an Internet-based TOEFL score of 79 or higher is required (or equivalent score of 213 for computer or 550 paper-based TOEFL exams).

GUIDELINES FOR APPLICATION ESSAYS

Ministerial Experience and Program Paper

The paper called Ministerial Experience and Program Expectations that applicants will submit will be reviewed by each member of the admissions committee. As stated in the “Admissions Requirements” section, this is: “A narrative of approximately 1,500 words on “Ministerial Experience and Program Expectations” in which the applicant (1) reviews and reflects on his or her ministerial experience and (2) offers a possible dissertation topic.” This paper will be one of the main sources from which the committee can evaluate the quantity and quality of the applicant’s experience and understanding of how the Doctor of Ministry program can enrich ministerial skills.

The following should be a part of the paper:

- A good style with attention to grammar, syntax, spelling, choice of words, development of argument, and felicity of expression;
- A clear articulation of the applicant’s vocation and a narration of the types of ministerial assignments that he or she has assumed, together with an assessment of how these assignments have matched the vocation;
- An evaluation of how the applicant has fulfilled these ministerial assignments, including successes and failures, the skills that have been developed, and the possible weaknesses and gaps in skills that need further attention;
- An identification of how the applicant believes the D.Min. program will enhance future ministerial work;
- An assessment of the challenges that participation in the D.Min. program will present to the applicant, such as guaranteeing adequate time for family and leisure, with a description of the support structures and plans in place to meet these challenges;
- A projected dissertation topic which identifies a concern or challenge in ministry that requires research the applicant hopes to accomplish in the D.Min. program.

Graduate-level Paper

The graduate-level paper that applicants will submit will be reviewed by each member of the admissions committee. As stated in the Admissions Requirements, this paper should demonstrate the applicant’s best work and ability in the following areas:

- Knowledge of theological disciplines
- Use of research methodology
- Use of Chicago or another recognized style of writing research papers

This paper, of about 15 to 20 pages in length, may be a paper the applicant has written earlier in their graduate studies. It will be one of the main sources from which the committee can evaluate readiness for doctoral-level work in theology. Among other things, the following should be considered in drafting this paper:

- A good style with attention to grammar, syntax, spelling, choice of words, development of argument and felicity of expression;
- Rich usage of appropriate biblical passages and non-biblical theological authorities with careful documentation of all sources;

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- Awareness of the complexity in theological debates and fairness in the presentation of divergent viewpoints;
 - Awareness of how the theological issue being examined might be applied to the complexities of contemporary ministry;
 - Clear and logical articulation of the applicant's own viewpoint.

ADMISSION PROCEDURES

Application Deadlines

Northeastern Seminary admits one doctoral degree cohort per year (spring semester). To be enrolled, admission must be granted no later than 60 days (two months) prior to the residency in which the applicant intends to matriculate. The D.Min. admissions staff and faculty typically require 10 working days to complete the review and evaluation of a prospect's application packet. **Applicants must have all required materials into the D.Min. office no later than April 1 for the June Residency.** Extenuating circumstances may be considered along with an articulation of how the prospective student will be able to adequately complete the necessary pre-class assignments.

SPECIAL ADMISSIONS CLASSIFICATIONS

Unclassified Doctoral Status

Non-degree, post-M.Div. persons, who are not matriculating at NES or pursuing a D.Min. degree, may register for individual courses if they satisfy admission requirements for the D.Min. program under the "Unclassified Doctoral Student" status. The normal procedure concerning tuition would apply to these persons, and they would be expected to do the required course work. This admission status is normally reserved for students seeking elective coursework for another D.Min. program or for personal growth after completing the D.Min. degree.

Individual courses are open on a space-available basis, and with the approval of the professor. Contact the admissions office for further information. It is possible for a person who has taken D.Min. courses as an "Unclassified Doctoral Level Student" to petition to move into full D.Min. student status, but additional coursework may be required in some cases.

PROGRAM SPECIFICS

Enrollment Expectations

Students will be expected to maintain continuous enrollment once admitted to NES. If it becomes necessary to leave for a semester, a Change of Status Application must be completed by the student and approved by the admissions office. Students without an approved leave of absence, who do not maintain continuous registration status (excluding summer semesters) will be required to reapply for admission to NES. See "Change of Status" section in this catalog.

Students will be expected to complete their degree program within three years of its normal length. Thus, D.Min. students will be allowed six years for the initial matriculation date to complete their academic work.

Due to the structure of Doctor of Ministry program students can be enrolled in up to 7 credits each semester for a total of 14 credits per academic year. This scheduling, while officially considered a part-time load, allows for awarding financial aid and deferring student loans. In cases where students are enrolled in Continuation of Registration (DMIN 901NE) for 0 credits they are no longer financial aid eligible and deferment of loans should not be expected.

Requirements for Course Completion

Students will normally be given 60 days following each residency to complete course assignments. Students not able to complete the work in that timeframe must petition the instructor for an extension. Students will be required to repeat the course at a later date if unable to meet the original and extended deadline. Any course not completed within six months must be repeated.

Graduation Requirements

The following requirements are necessary to receive the Doctor of Ministry degree:

- Satisfactory completion (80% or higher) of six required classes and four electives
- Successful completion and oral defense of a dissertation
- Satisfactory completion of all degree requirements in no more than six years after initial matriculation

STUDENT ACCOUNTS AND BILLING

Tuition payments are due in advance of each new D.Min. semester, unless an approved optional payment plan is selected or arrangements have been made with student financial services.

TUITION AND FEES (2011—2012)

Tuition per credit hour	\$420
Student fee (one-time matriculation fee).....	\$350
Books (estimated)	\$250 per class
Non-refundable D.Min. deposit (applied to first tuition payment).....	\$350

**Tuition and fees are subject to change.*

At 2011—2012 rates, the cost for each three-credit course is \$1,260 (tuition) plus approximately \$250 for books. A student taking four courses per year would pay total tuition of \$5,040. The tuition charge to complete the entire program (36 credit hours) is approximately \$15,120.

PAYMENT PROCEDURES

Tuition payments can be made at the cashier's window in the lower level of the Rinker Center, or may be remitted to the address on the student bill. Checks should be made payable to Northeastern Seminary. Failure to make payments or payment arrangements on time may result in a late payment fee and/or a hold on registration for future semesters. All payments must be made in U.S. dollars.

Tuition payment plans are available through Tuition Management Services (TMS). Payments may be spread out over the academic semester or year for a nominal fee. More information about available plans can be obtained from student financial services 585.594.6150 or TMS 800.722.4867, www.afford.com.

TUITION AND FEE PAYMENT

Tuition charges are based on the current per-credit tuition rate which is subject to change in each annual budget cycle. Students may register for one or two weeks of classes during each residency.

Students will normally register for two resident semesters (one full year) at a time to accommodate the requirements of financial assistance programs. Billing will be done on a per-residency basis approximately two weeks prior to the beginning of each course start (April 9 and October 3). NOTE: Students using the Tuition Management System (TMS) 12-month payment option will base their monthly payments on one-twelfth of the total tuition for the year.

For students who do not complete the dissertation by the end of the third year, registration in D.Min. continuation courses is required each semester until completion or termination of their program. Registration in continuation courses keeps a student's status active and occurs in the following ways:

Third-year students register for:

- DMIN 910NE Dissertation (6 credits), final semester of third year

Post-third year:

- Students who do not complete all degree requirements by the end of the third year register for DMIN 901NE Continuation of Registration (0 credits) for each semester beyond the third year (Fee: \$250). Students who do not complete their work within the six-year limit will need to petition for continuation one semester at a time.

At the time of admission to the program there are mandatory fees and a deposit that apply. These are listed above. Additional modest fees should be expected prior to graduation to cover binding and publication costs, copyright fees (where desired), electronic publication, and other related expenses.

TUITION REFUND POLICY

Refund of federal financial aid will be based on guidelines issued by the Federal Government in the 1998 reauthorization, and will be prorated on a per-diem basis using calendar days. No refunds will be issued once 60% of the D.Min. semester has been reached.

The refund schedule is based on an 18-week D.Min. semester and begins when the semester begins not when the residency classes begin.

Students withdrawing from a residency semester prior to the first day of the semester will receive a full refund. Thereafter, refunds will be based on the following schedule:

Prior to start of semester	Full Refund of Tuition
Weeks 1 and 2	90% Refund / 10% Charge
Weeks 3 and 4	75% Refund / 25% Charge
Weeks 5 to residency	50% Refund / 50% Charge
First day of campus residency	25% Refund / 75% Charge
After first day of campus residency	No Refund

FINANCIAL ASSISTANCE

Scholarships

The following scholarships are available to eligible NES students who complete the admission application process by scholarship deadlines. Students must be enrolled in at least 3 credits per semester to receive this aid.

- **Northeastern Seminary Scholarship:** 25% reduction in tuition
 This scholarship is awarded annually and is based on financial need of the student as determined by Free Application for Federal Aid (FAFSA) eligibility. The FAFSA can be completed online at www.fafsa.ed.gov. Please indicate the Seminary's school code of G34194 on the FAFSA. Questions should be directed to student financial services (585.594.6150) or email: FinAid@Roberts.edu.
- **Northeastern Seminary Presidential Scholarship:** 50% reduction in tuition
 This scholarship is awarded annually and is based on evidence of academic strength in previous work and potential for contribution to ministry development. Recipients must maintain a cumulative GPA of 3.3 to retain scholarship.
- **Northeastern Seminary Trustees Scholarship:** 100% reduction in tuition
 This highly selective scholarship is awarded by invitation from the seminary to students for the complete program and is based on evidence of academic strength in previous work, potential for contribution to ministry development through research, and ongoing excellent academic performance. Recipients must maintain a cumulative GPA of 3.3 to retain scholarship.
- **Veteran's Benefits:** NES is approved by the New York State Division of Veteran's Affairs and complies with the Post 9-11 Veterans' Educational Assistance Act of 2008. Students eligible for Veteran's Administration Educational Benefits should contact Cheryl Raduns, the VA certifying official for the Seminary at: raduns_cheryl@roberts.edu.

If a student qualifies for more than one level of scholarship, the single highest level will be awarded. For specific details of eligibility not specified above, please contact student financial services, Rinker Community Service Center, on the Roberts Wesleyan College campus.

Federal Direct Student Loans

Matriculated students in the D.Min. program who take at least 3 credits are eligible to apply for Federal Direct Student loans. Students qualifying for the DirectLoan program may receive up to \$20,500/year in subsidized and/or unsubsidized Federal Direct Student loans to cover program costs and living expenses while attending the two-week on-campus residency. Completion of the Free Application for Federal Student Aid (FAFSA) is required for assessing range of eligibility. The FAFSA can be completed online at www.fafsa.ed.gov. Please

indicate the Seminary's school code of G34194 on the FAFSA. Questions should be directed to student financial services (585.594.6150) or email: FinAid@Roberts.edu.

NOTE: While the D.Min. dissertation will take a full year to complete, the student's registration for DMIN 910NE is only for one academic semester. Therefore, because the student will no longer be registered as at least a half-time student, his or her federal loans may go into repayment requirements before having graduated. Contact student financial services for further clarification.

HOUSING

Housing may be found on or near the campus for those living outside the Rochester, NY, area. Housing for the June session may be found in the Roberts Wesleyan College townhouses. These are two- and three-bedroom townhouse units with one or two private baths respectively, a living room and kitchenette. Housing during the January sessions may be found in nearby hotels and bed and breakfast establishments. There are a number of hotels and bed and breakfast establishments within a 15—20 minute drive of the campus. Housing is at the student's personal expense.

Housing reservations must accompany registration forms. New housing reservations cannot be guaranteed after April 15 for June sessions and November 15 for January sessions each year.

DMIN COURSE CALENDAR

Fall 2011: October 3, 2011—March 9, 2012

January 2012 Residency:

- Jan. 9-13 Week 1: DMIN 855NE Theological Foundations for Ministry (3.0) (Livermore)
Jan. 16-20 Week 2 (Elective): DMIN 892NE Preaching and Scripture (3.0) (Connell)
-

Spring 2012: April 9, 2012—August 24, 2012

June 2012 Residency:

- June 4-6 Orientation Retreat: DMIN 852NE Calling and Vocation (3.0) (Grimm)
June 4-8 Week 1: DMIN 865NE Scriptural Foundations for Ministry (3.0) (Middleton)
June 11-15 Week 2 (Conference on Ministry Course): DMIN 890NE (3.0) (TBD)
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Fall 2012: October 1, 2012—March 8, 2013

January 2013 Residency:

- Jan. 14-18 Week 1: DMIN 875NE Spirituality for Ministry in a Postmodern Context (3.0) (Letterman)
Jan. 21-25 Week 2 (Elective): DMIN 862NE Critical Issues in Contemporary Church Communities and Postmodern Society (3.0) (Gerhardt)
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Spring 2013: April 15, 2013—August 30, 2013

June 2013 Residency:

- June 11-13 Orientation Retreat: DMIN 852NE Calling and Vocation (3.0) (Grimm)
June 10-14 Week 1: DMIN 885NE Transformational Leadership (3.0) (Anderson/Connell)
June 17-21 Week 2 (Conference on Ministry Course): DMIN 890 (3.0) (TBD)
-

Fall 2013: September 30, 2013—March 7, 2014

January 2014 Residency:

- Jan. 13-17 Week 1: DMIN 855NE Theological Foundations for Ministry (3.0) (Livermore)
Jan. 20-24 Week 2 (Elective): DMIN 882NE Developing Healthy Spiritual Communities (3.0) (Letterman)

In addition, *DMIN 860A/B/C Research Methodology I, II, and III are offered every semester. Students register for these one-hour classes in the second, third, and fourth semesters of their D.Min. program. The courses are hybrid in format, meaning they are online but also have a required in-class session – Dissertation Seminar – which is held on Friday afternoon of the DMIN 855/865/875/885NE residency weeks. Attendance at the Friday afternoon Dissertation Seminar is required of all students every semester until the successful defense of the dissertation proposal. (First-semester students taking DMIN 852NE Calling and Vocation are exempt from Dissertation Seminar attendance.)

DMIN 910NE Dissertation is offered each semester as needed and may be taken only after completion of all other required courses.

*Students who wish to move through the program at a slower pace should consult with their advisors about the timing and flow of course work.

D.MIN. COURSE DESCRIPTIONS

DMIN 852NE

Calling and Vocation

Credits: 3

This course will provide students with an opportunity to explore the relationships between spiritual formation, personality, and leadership. Students will benefit from standard personality and leadership assessment tools to gain insights into their own personality and leadership style. In addition, students will enhance their understanding of the biblical foundation of leadership and the significance of spiritual formation for today's Christian leaders.

The expected outcome of this seminar will be a well developed theology of ministry within the context of the individual's personality, spiritual giftedness, and leadership style. Students will develop an informed sense of calling to their unique place in the Kingdom of God and will design a strategy of continuous personal change to enhance their effectiveness in ministry for years to come. The seminar will be composed of didactic sessions to focus on related personality and leadership theories, as well as small group components to provide support as students apply these principles to their individual ministry.

[Prerequisite: Successful matriculation into the D.Min. program]

DMIN 855NE

Theological Foundations for Ministry

Credits: 3

This course explores theological resources for Christian ministry in the context of contemporary culture(s). The purpose of the course is to assist the doctoral student in developing a solid theological foundation for ministry that is firmly rooted in the historic Christian faith and fully responsive to the exigencies of the contemporary world. The course develops in three major movements: First, the course seeks to guide the student in a review of the core beliefs of historic Christian faith. The focus of this review is both on the content of the faith and the implications of the Church's core beliefs for Christian ministry. Second, the course provides an overview of key foundational materials in the classical pastoral tradition, with a focus on the nature and practices of the pastoral vocation. Finally, the course focuses on the doctrine of the Church and its implications for ministry in contemporary culture. Specifically, the course seeks (a) to guide the student in discerning certain key features of contemporary North American culture, and (b) to aid the student in grappling with the nature of the Church's mission in its present cultural context.

[Prerequisite: Successful completion of the D.Min. Orientation Week courses]

DMIN 860NE – A, B, and C

Research Methodology I, II and III

Credit: 1 credit per class for a total of 3

DMIN 860ANE – Research Methodology I

An introduction to research methodology for the D.Min. dissertation, this seminar will guide the doctoral student in integrating theological reflection, spiritual discipline, and ministry practice. The seminar sessions will include discussion of research ethics in the ministry setting. Each student will

develop a comprehensive statement of a ministry-based research problem, which will form the basis of Chapter One of the Doctor of Ministry dissertation.

[Prerequisite: Successful completion of the D.Min. Orientation Week courses]

DMIN 860BNE – Research Methodology II

A continuation of DMIN 860A, this seminar will guide the doctoral student in integrating theological reflection, spiritual discipline, and ministry practice. Specifically, this course will assist the doctoral student in writing the 'review of the literature.' The course will discuss the role of the literature review, provide guidance for setting limits, and emphasize the dialogical nature of the research process. Typically, the literature review will form the basis for writing Chapter Two of the Doctor of Ministry dissertation.

[Prerequisite: Successful completion of DMIN 860ANE – Research Methodology I]

DMIN 860CNE – Research Methodology III

A continuation of DMIN 860A and DMIN 860B, this seminar will guide the doctoral student in integrating theological reflection, spiritual discipline, and ministry practice. Specifically, this course will discuss appropriate research methodologies as adapted to the ministry setting. The doctoral student will design an appropriate ministry model that integrates Scripture, spiritual reflection, and leadership development. The ministry model will typically be incorporated into Chapter Three of the Doctor of Ministry dissertation. This course will guide the Doctor of Ministry student into the writing and production of a final document and will emphasize organization of the dissertation, clarity of research-based writing, and proper form and style.

[Prerequisite: Successful completion of DMIN 860BNE – Research Methodology II]

DMIN 865NE

Scriptural Foundations for Ministry

Credits: 3

This course will explore biblical resources for envisioning the practice of Christian spirituality and leadership across the widest spectrum of social and cultural expressions, while interacting with the Church's history of limiting its arena of concern to the "spiritual," narrowly conceived. The methodology will integrate (1) reflection on central biblical-theological themes (such as God's covenant with creation, humanity as "image of God," the socio-cultural nature of evil and idolatry, redemption and the kingdom of God, and human suffering and eschatological hope) with (2) analysis of key shifts in the worldview of Western culture (including the Greek-Christian synthesis of the Middle Ages, the humanism of the Renaissance and Enlightenment, and the postmodern shift in the 20th century). The purpose is to develop a scriptural framework for Christian spirituality and leadership that can address the contemporary 21st century context with the power and compassion of the Gospel.

[Prerequisite: Successful completion of the D.Min. Orientation Week courses]

DMIN 875NE**Spirituality for Ministry****Credits: 3**

This course will examine the importance of Christian spirituality for ministry in the contemporary context, especially focusing on (a) developing and articulating an integrational theology of human and Christian spirituality for ongoing appraisal of spiritual development personally and communally; (b) an exploration of fundamental dynamics of the Christian spiritual life as experienced and articulated throughout Scripture, Christian history and contemporary life individually and corporately; (c) the development of foundational dispositions that nurture spiritual development of individuals and communities; and (d) the responsibility and privilege of Christian leaders for intentional nurturing of their own personal spiritual formation and the spiritual formation of others whom they are called to serve within and outside the Church.

DMIN 885NE**Transformational Leadership****Credits: 3**

Scholars trace research on “transformational” leadership to James Burn’s 1987 study of leadership, which distinguished between “transactional leadership” and “transforming leadership.” This language has been (over) simplified in church circles to “management” versus “leadership.” This seminar will explore the role of each and their interrelationship in ministry. A key question to be pursued is this: What is the difference between a person who simply occupies a leadership role, and one who “gets things done,” resulting in organizational growth and “transformation” (from decline and sickness to health and vitality)? Pursuit of this key question will also involve a consideration of “pseudo-transformation” resulting in apparent growth, change, and “leadership success” which is followed by “leadership failure” and/or organizational conflict and decline. Transformational leadership is linked to the traditional study of the virtues and moral character. It has been defined as “leading from essence,” and puts a premium on integrity, authenticity, trust, and interpersonal relationships. This is a timely study in an age when moral failures in the ministry have made front-page news.

This course will also define, as key components of transformational leadership, the creation of shared vision, a unifying purpose, a strategic plan, and congruent values. These are the primary tools used by transformational leaders. Moreover, the process they use in the “creation” of them is critical to their “leadership success” (and differs from that used by “transactional leaders”).

ELECTIVES

DMIN 862NE**Critical Issues in Contemporary Church Communities and Postmodern Society****Credits: 3**

This course provides a venue for exploring varying Christian approaches for describing and addressing contemporary problems. The methodology includes applying a biblical and theological framework to proposed interventions that take into account personal responsibility, distributive and social justice, global perspectives, concern for the local community, and the utilization of church ministerial tools and secular expertise. Included in this course are reflection and exploration of a theological paradigm of the cross that maintains a radical Christian approach providing a context for effectively addressing social and ethical problems. Descriptions, analyses, and possible interventions for the following social problems and ethical issues will be the focus for

class discussions, readings, and assignments: violence against women, racism, poverty, and professional ethical dilemmas. The goal is to provide students with both a theological framework and the ministerial tools to address important contemporary social and ethical issues in their local churches, larger society, and international community.

[Prerequisite: Successful completion of the D.Min. Orientation Week courses]

DMIN 872NE

Scriptural Models for Leadership

Credits: 3

Forms of Christian leadership, though beginning within ancient Israel and the earliest Church, have continued to develop throughout the long history of the Church. The Scriptures themselves provide the models and norms for the ministry we ought to give at the present time. But applying these models and norms in the contemporary setting presents a large challenge. This course will explore several topics in achieving that goal: considering what the scriptural models and norms really are, understanding the emergence and rationale behind the various post-biblical models found in different Christian churches, determining what the needs are in the context in which we may be working, and finally, assessing our personal gifts and graces in relation to both the scriptural models and norms and those of our ecclesiastical settings.

[Prerequisite: Successful completion of the D.Min. Orientation Week courses]

DMIN 882NE

Developing Healthy Spiritual Communities

Credits: 3

In a postmodern cultural context in which the authority of interpretive communities is broadly recognized, the Church has a unique opportunity to recover the biblical dynamic of authentic Christian community. This course will explore the nature and development of healthy Christian communities and their significance for meaningful ministry in the present cultural milieu. The course will examine the nature of the earliest Christian communities in the biblical era and review their historical development. The particular challenges of modernity to the development and maintenance of healthy spiritual communities will be observed. Finally, the course will focus on the prospects, possibilities, and methods for the recovery of healthy faith communities in the postmodern era. In particular, the dual vocation of the Church, to function both to contrast culture and as the place of Christ's hospitality in the world, will serve as the foundation for thinking about the nature and development of contemporary communities of faith. This will include an exploration of the role of healthy spiritual communities for faith formation, catechesis, and evangelization.

On the basis of this analysis, students will have opportunity to strategize ways in which their own churches might become healthier spiritual communities, including, but not limited to, the development of small faith communities within the larger local church community.

[Prerequisite: Successful completion of the D.Min. Orientation Week courses]

DMIN 890NE

Conference on Ministry

Credits: 3

This is a special topics course created in the area of expertise of the keynote speaker for Northeastern Seminary's annual Conference on Ministry. For course description and details please log on to the NES eBoard at <https://eboard.nes.edu/> and click on "Course Syllabi" or contact the office of academic services.

[Prerequisites: Successful completion of –or at least enrollment in—the D.Min. Orientation Week]

DMIN 892NE

Preaching and Scripture

Credits: 3

This course is designed to assist the student in enhancing the conceptual understandings and practical skills that lead to the effective communications of ancient truths in the 21st century. Through a variety of learning experiences (e.g. in-class preaching, viewing the sermons of great preachers, reading and discussion, etc.) this class will enhance the student's ability to craft and deliver sermons that God can use to bring about the transformation of human lives and the building of His church. Designed as a practicum experience, a central feature of this class is the viewing and critique of sermons delivered by the students.

[Prerequisites: Successful completion of the D.Min. Orientation Week]

DMIN 895NE

Independent Study

Credits: 3

D.Min. students may petition to do an Independent Study or transfer one course (three credit limit) from an approved graduate program that supports his or her dissertation. The student must demonstrate how this course will further his or her understanding of and support the ministry goals of the dissertation. If approved, these credits will substitute for one Support Course.

[Prerequisites: Successful completion of all Orientation Week courses and DMIN 855NE or DMIN 865NE]

DMIN 901NE

Continuation of Registration

Credits: 0

Fee: \$250

Registration for DMIN 901NE is required for each semester after the student's third year to maintain active status in the D.Min. program. This fee keeps a student's ID and ITS services active during the dissertation research and writing process.

DMIN 910NE

Dissertation

Credits: 6

The student must satisfactorily complete a doctoral-level, publishable dissertation based on an approved ministry project. The professor expects each student to download a free copy of Citation bibliographic software from Golisano Library's website (PC users). Mac users can purchase EndNote from www.endnote.com.

The final dissertation must reflect the student's ability to use appropriate theoretical and theological resources in addressing both the nature and the practice of ministry. The dissertation will demonstrate the candidate's ability to identify a specific theological topic in ministry, organize an effective research model, use appropriate resources, and evaluate the results.