

**2017 ACU
STUDENT
CATALOGUE**

2017 SCHOLARS & DEGREE PROGRAMME CATALOGUE

African Christian University

Growing
in grace and
knowledge
(2 Peter 3:18)



ACU Offices	Course Descriptions	12
<i>Site address:</i> Off Lake Road Ibex Hill, Lusaka, Zambia	Scholars Programme Certificate	13
<i>Mailing address:</i> P.O. Box 320161 Woodlands, Lusaka, Zambia	Bachelor Programmes	13
<i>Email:</i> info@acu-zambia.com	Course Descriptions	13
<i>Website:</i> acu-zambia.com	All ACU Students	16
Registrar's Office	Credit and Grading System for the Bachelors Programme	17
<i>Email:</i> registrar@acu-zambia.com	Standards of Conduct	18

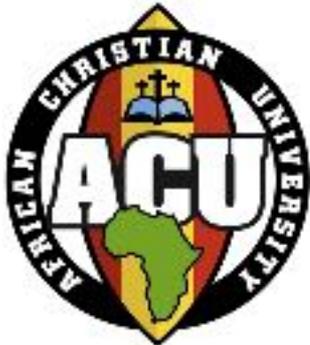
Contents

Introduction	2
Our Vision	2
Our Mission	2
Our Motto	2
Our Logo	3
Calendar	3
The Purpose Statement of ACU	3
ACU Student Commitment	4
ACU Registration and Backing	4
Policy on Nondiscrimination	5
Costs	5
Payment Schedules	5
Withdrawal Refund Policies	6
Admissions	7
Academic Performance	9
Financial Aid	10
Student Development	10
Academic Information	11
Scholars Programme	11

Introduction

African Christian University (ACU) is situated in Zambia, but has the Christian mandate to spread throughout Africa as a fulfilment of the Great Commission (Matthew 28:19-20). The name of the University expresses the response to that Great Commission being actualised in Africa.

Our Vision



The vision of African Christian University (ACU) is to be an excellent tertiary institution that glorifies God through education that is biblical worldview-based, innovative, stewardship-oriented and truly African.

Our Mission

The mission of the African Christian University (ACU) is to educate students from the Christian worldview in the contemporary and historic body of truths through the classical liberal arts and sciences for all spheres of life and vocations. ACU exercises students' discernment to shape critical thinkers, disciples holistically to prepare benevolent doers, and equips them with practical skills for faithful stewardship over God's creation.

Our Motto

Growing in grace and knowledge

“But grow in the grace and knowledge of our Lord and Saviour Jesus Christ. To him be the glory both now and to the day of eternity. Amen.”

(2 Peter 3:18)

The motto of ACU is founded on the goal of maturing students in knowledge across the breadth of academic disciplines, the breadth of history and the breadth of cultures affording them a true worldview. This maturing in knowledge requires discerning truth from error as Peter emphasised in his second epistle. The epistle's closing statement is ACU's motto. Discernment requires principles upon which truth can be defined and thereby error clarified. Peter emphasises that only by God's grace in granting a reconciled relationship with Him through faith in His Son, Jesus Christ, nurtured in the Scriptures, are the principles of His truth comprehended. That faith enables the discerning to clearly separate the false, unprincipled teachings from truth. But knowledge without application in love

Term One

Fri-Sat	12-13 Jan	New Student Orientation
Mon	16 Jan	Classes Begin
Tue	17 Jan	Commencement Service
Wed-Fri	15-17 Feb	Christian Scholars Week
Wed	8 Mar	Women's Day*
Mon	13 Mar	Youth Day*
Tues	14 Mar	Next Term Regist. Deadline
Fri	24 Mar	Last Day of Classes
Mon-Tues	27-28 Mar	Reading Days
Wed-Fri	29-31 Mar	Final Exams

Term Two

Mon	17 Apr	Easter Monday*
Tues	18 Apr	Classes Begin
Mon	1 May	Labour Day*
Thurs	25 May	African Freedom Day*
Fri	26 May	Prayer Day
Wed	7 Jun	Preview Day
Mon	12 Jun	Next Term Regist. Deadline
Fri	23 Jun	Last Day of Classes
Mon-Tues	26-27 Jun	Reading Days
Wed-Fri	28-30 Jun	Final Exams

Term Three

Mon	17 Jul	Classes Begin
Mon	7 Aug	Farmers Day*
Fri	8 Sep	Last Day to Drop Programme
Mon	18 Sep	Next Year Regist. Deadline
Fri	22 Sep	Last Day of Classes
Mon-Tue	25-26 Sep	Reading Days
Wed-Fri	27-29 Sep	Final Exams
Fri	6 Oct	Grad. Lunch & Rehearsal
Sat	7 Oct	Graduation Service

* Public Holiday

only develops arrogance. ACU students apply their growing knowledge through works in serving and demonstrating consideration of others, furnishing a holistic, Biblical worldview. This whole-life nurturing in knowledge and works prepares graduates for

continuous growth established on the only basis for truth, God's grace and knowledge through His Son Jesus Christ.

Our Logo

The ACU logo expresses the biblical and cultural foundations upon which the university is founded. The vibrant variety of colours is representative of the flags of countries across the vast African continent. The colours are as diverse, yet beautifully cohesive as the people of this stunning continent. The African traditional shield proudly displays ACU's cultural heritage of strength and perseverance. The central yellows represent the hope of transformation through Christ at the core of all we do, while the borders of red represent the blood of Christ which encompasses all that God's grace has enabled us to be and to do. The African continent, foremost in fertile green, represents God's rich blessings upon the continent in created, natural resources. The three crosses represent the centrality of redemption and judgment of humankind through Christ's cross in the centre. The outer two crosses represent humankind through the two thieves who hung at Jesus' sides. One was redeemed through Christ's forgiveness while the other was condemned through Christ's righteous judgment on sin. In the same way, the gospel works through humanity making those in Christ to be the fragrance of life to life for some and the fragrance of death to death for others. Finally, the redemption of Christ stands preeminent, above the Word of God in blue, the colour of the skies that surround us as the Word of God is our surrounding source of all truth. This truth guides us in the way of knowing God and His righteousness in Christ for all of our good works. Likewise, the cross of Christ stands above the Word of God as the mercy seat upon the ark of the Law is the place of propitiation where God and man are reconciled in the holy of holies through atonement in the blood of Jesus Christ, our High Priest.

The book also represents the knowledge that is freely accessed by those with the mind of Christ to pursue with all vigour and tolerance knowing that humans, created in God's image and transformed in Christ, are to create culture. This requires the highest levels and greatest breadth of education and technical skills to subdue the earth, fill it, cultivate and keep it as God's stewards. May ACU stand firm on these founding principles as the surrounding ring of the emblem symbolises infinite continuity.

Calendar

Academic Year Definition

The ACU academic year is composed of three terms beginning in mid-January and ending in mid-October. Each term consists of approximately 10

weeks of classes (excluding the final week of examinations).

Calendar Definitions

New Student Orientation - These two days are to help the students get acquainted with ACU, the administrators, faculty, staff, fellow students, the area and churches.

Commencement Service - A Chapel service to welcome the new students and introduce faculty, staff, programmes and activities.

Prayer Day - Day for fellowship in prayer. Classes will be cancelled and a programme will be followed. Attendance is required.

Preview Day - This is a day set aside to welcome in potential students who have interest in learning more about ACU.

Last Day to Drop Programme - This is the last day that a student could withdraw from the programme. After this day, withdrawal will receive a "fail". No refund will be made at this point according to the "Withdrawal Refund Policies" (Pg. 6).

Reading Days - Days set aside for study and exam preparations. No classes or other scheduled activities will be held on these days. All instructors will be available for consultation.

Next Term Registration Deadline - All students must be registered with all payments due by this date for enrolment in the following programme term.

Christian Scholars Week - This is a special week intended to celebrate Christian excellence and scholarship in a variety of fields and disciplines.

Advanced Placement Day - This is the day allotted for students to take advanced placement exams to determine if they are qualified to advance past a course.

Next Year Registration Deadline - All students must be registered with all payments due by this date for enrolment in the following year's programme.

The Purpose Statement of ACU

African Christian University is a Christ-centred institution of higher education, emphasising the humanities, sciences, theological studies and training in practical skills. Operating under a Board of Directors appointed by the Reformed Baptist Church Association of Zambia, ACU exists to provide post-secondary educational services to Zambians, other Africans and the global community.

ACU is committed to the final authority of the Scripture for all matters of faith and life. ACU adheres to the 1689 London Baptist Confession of Faith and stands in common faith with those holding adherence to the Westminster Confession of Faith.

These represent the wealth of doctrinal unity that exists amongst those within the Reformed tradition.

Core Values

ACU is further committed to uphold common values that would identify Christian character in our given cultural context. Our core values are:

- Biblical worldview
- Lordship of Jesus
- Authority of Scripture
- Reformed in theology
- Excellence in scholarship
- Faculty as mentors
- Whole-life transformation
- Christ-like leadership
- Fellowship of learning
- Serving others
- Africa oriented

Please see “The Goal of the ACU Programmes” (page 11).

ACU Student Commitment

ACU students are expected to be active participants in fulfilling the general aims outlined above. Jointly, ACU desires to guide and assist students to make significant progress toward the realisation of the set purpose of ACU as stated above in the following areas:

1. Awareness of Purpose

This awareness of purpose should facilitate the development of goals, priorities, and practices that foster spiritual effectiveness and well-being, including the emotional, social, physical, and intellectual aspects of the individual students.

2. Biblical frame of reference

Students should be acquiring the ability to orient their lives by a perspective based on scriptural revelation. For realisation of this goal the following are important:

2.1. Scripture knowledge

Students should be acquiring a working knowledge of the Scriptures, rejoicing in their promises and allowing them to direct their thoughts and actions in every area of life.

2.2. Academic inquiry

Students should be acquiring a broad appreciation of the various aspects of

creation, becoming familiar with valid methods of inquiry into each area of study. Each student should be acquiring some depth in one or two academic disciplines.

2.3. Analytical skills

Students should be acquiring the capacity for incisive, critical and logical thinking.

2.4. Communication skills

Students should be acquiring the ability to communicate ideas clearly in both speaking and writing, able to listen and read effectively and efficiently in the given context.

ACU Registration and Backing

ACU is registered as a university through the Higher Education Authority of Zambia.

ACU has cooperative agreements with Covenant College (Lookout Mountain, Georgia, USA), Bethlehem College and Seminary (Minneapolis, Minnesota, USA) and with Toronto Baptist Seminary (Toronto, Ontario, Canada). These institutes are backstop universities cooperating in support of ACU's academic programmes and activities. These institutes will participate and contribute through student and faculty exchanges, curriculum

ACU Once-off Fees (Annual, in Zambian Kwacha)

Item	Fee (once-off)
Internet Fee	244
Application Fee (incoming applicants only)	80
Registration Fee (incoming applicants only)	100
Safety Gear	300
Tools	400
Kitchenware	50
Graduation	200
Subtotal (Total for Zambian students)	1,374
Study Permit (for International students only)	1,500
Total for International students	2,874

development, and other activities to enhance the purpose of each institute.

ACU Tuition Rates (in Zambian Kwacha)

Academic Programme	Real Tuition (monthly)	SLP Discount (monthly)	Tuition (monthly)	African Scholarship (monthly)	Final Tuition (monthly)	Tuition annually (x10 months)
Zambian Tuition Rates						
Scholars Programme	2,950	-750	2,200	-500	1,700	17,000
Degree Programme	3,750	-1,150	2,600	-500	2,100	21,000
Non-Zambian, African Tuition Rates						
Scholars Programme	3,750	-750	3,000	-500	2,500	25,000
Degree Programme	4,650	-1,150	3,500	-500	3,000	30,000
Non-African Tuition Rates						
Scholars Programme	5,750	-750	5,000	-	5,000	50,000
Degree Programme	7,150	-1,150	6,000	-	6,000	60,000

Policy on Nondiscrimination

ACU does not discriminate on the basis of race, colour, national origin, gender, age or disability in its educational programmes or activities, including admission and employment.

Costs

ACU is committed to faithful stewardship of God's resources. We seek to offer the highest level of excellence in Christian education at the most affordable rate. The actual cost of an education is only partially covered by the tuition and fee charges; the balance is paid from contributions made by supporting partners, grants and other awards. The education costs are also minimised through proactive maintenance, a conscientious drive towards self-sustenance, and savings in staff costs through the Student Labour Programme.

Within the financial and infrastructural ability of ACU, our Christian educational opportunities will be offered to as many candidates as possible who qualify for admission, regardless of individual economic circumstances. Scholarship opportunities will be prioritised according to student qualifications and financial need. Student qualifications are based on a thorough assessment of their admission's application file (see Admissions: Application for Admissions). Financial need will be

based on familial employment and student sponsorship.

Because of increasing costs, the ACU Board of Directors reserves the right to make changes at any time in the tuition and fee charges.

Payment Schedules

At ACU, we understand that the cost of tertiary education is an important consideration for the student and his family. In order to be as flexible as possible to match each student's financial circumstances, we offer a variety of payment schedules.

The student may elect to pay his account balance in full at the beginning of the academic year. In this case, payment for the full year will be due by 16:00 on 15 December.

The student may choose to pay term by term. In this case, payment for the ensuing term will be due by 16:00 on the day classes begin for that term (please refer to the Academic Calendar on pg 2).

The student may also elect to pay month by month *after the first term*. In this case, the balance for the first term is still due by 16:00 on 15 December, but the remaining yearly balance may be paid monthly starting on 1 May, and due by 16:00 on the first of each month.

Accounts must be paid promptly on one of the schedules indicated above, or a finance charge will be assessed, and the student may also be removed from the Programme. Also note that the student must be current with his or her account in order to view grades or receive transcripts. Account balances with no activity for more than three months will be followed-up to devise a plan for remuneration.

Development Benefits of the Student Labour Programme

The Student Labour Programme (SLP) is designed for multiple benefits:

- The progressive development of the university is linked to the economic inputs of the SLP.
- As economic inputs from the SLP support expenses and development of the university, then in the future, student costs can be kept as minimal as possible.

The primary intent of the SLP is an understanding and application of a biblical view of labour. In God's image man was created to labour as God's stewards. The SLP is intended to put this knowledge into action; that in Christ, we labour as unto God and not to man (Colossians 3:23).

Problems with Fee Payments

ACU desires to assist every student to succeed to their full potential. Should persistent difficulties in fee payments arise, the Registrar will assign a counsellor to meet with the student to determine what course would best accommodate the student's situation. The goal will be to determine a course that might best assure the student's success at ACU.

Tuition Deduction

Tuition deduction may be offered for:

- Financial Need - See "Financial Aid" (Pg. 9) for details.
- Financial Need of Non-Zambian Applicants - Non-Zambian students who can verify their financial need for tuition reduction (See "Financial Aid", Pg. 9, for details) may receive reduced rates for tuition based on their standing relative to other students seeking financial aid in the same academic year.

Insurance

A student insurance programme is required for all students. Details on coverage and cost are available upon request. Non-Zambian citizens must participate in the student insurance programme.

Withdrawal Refund Policies

Term Expenses and Financial Aid

When a student formally withdraws from ACU through the Registrar, a student leaves the university without notice, or does not return from an approved leave of absence, tuition will be reimbursed at a pro rata percentage. However, all fee payments other than tuition will not be reimbursed. This pro rata percentage is used to determine the percentage adjustment at the time of withdrawal up through the completion of the 60% point in a term (just prior to the 8th week). After the 60% point, no reimbursements will be considered.

The effective withdrawal date of a student who withdraws from ACU through the Registrar's Office will be the date on which the student begins the withdrawal process, either orally or in writing, or the last date of attendance at an academic-related activity (*e.g.*, attendance in class, lab, study groups, submission of quizzes, exams, lab work). In cases where a student is unable to visit the office, the effective date will be the date the student makes known his or her intent to withdraw.

When a student leaves ACU without notice, or receives all failing or incomplete grades for a term, faculty will be contacted to determine the last date of the student's attendance in class. This will be considered the withdrawal date by default.

A student who is dismissed for disciplinary reasons will receive one-half of the pro rata percentage of tuition. This percentage adjustment at the time of disciplinary dismissal will apply up through the completion of the 60% point in a term (just prior to the 8th week). After the 60% point, no reimbursements will be considered. Conditions for which a student may be suspended are outlined under Academic Suspension and in the Student Handbook regarding the Standards of Conduct.

Pro Rata Tuition Refund

To explain the pro rata system, the following two examples should help:

Example 1: If a term is 60 days long and the student withdraws on the 30th day, 50 percent of the term has been completed resulting in a 50 percent refund of tuition. If the student was billed for tuition of Kr4,000, the tuition refund would be Kr2,000. This will leave a Kr2,000 tuition charge as the responsibility of the student. No fees will be refunded.

Example 2: If a student withdraws on the 36th day of a 60 day term, then none of the tuition will be refunded because more than 60% of the term has expired.

Fees

No fees other than tuition are refundable.

Admissions

ACU seeks to attract students who give evidence of those qualities of mind and purpose which are essential in a Christian higher education and whose personal qualifications give assurance that they will be responsible and contributing members of the University community.

Application for Admission

The ACU Scholars Programme seeks to admit two types of students:

- (1) those who have recently completed secondary school and have yet to receive their official secondary school transcripts and the official results of their O-Level examinations, and
- (2) those who have received their official secondary school transcripts and have received their official O-level examination results.

Applicants Without Official Secondary School Transcript and O-Level Results

The Scholars Programme is unique in that it seeks to admit students who have completed Grade 12, but have yet to receive either their official secondary school transcripts or their O-Level examination results. For this reason, an assessment is made to evaluate the applicant's potential to write the ACU Entrance Examinations.

Zambian Citizen Applicants - The Scholars Programme applicant must submit his or her grade 12 mock examination results. This will require an official letter received by the ACU Registrar directly from the Registrar of the student's secondary school providing the results of their mock examination. The student must also submit a photocopy of the mock examination results. Should there be any proven discrepancy regarding the legitimacy of these results, the application will be nullified and the applicant will not be considered further for admission. The mock examination results must meet the distinction and merit results (1-4 points) in each subject. Based on satisfactory mock examination results, the applicant will be considered for writing the ACU Entrance Examinations (See "ACU Entrance Examinations, Pg. 8).

Applicants who are qualified to write the ACU Entrance Examinations, and whose results of these examinations qualify them for admission to the Scholars Programme, may then be admitted on "Academic Probation" status (See "Admissions Status", Pg.8). The probationary status will be withdrawn upon satisfying all requirements for the admissions process (See "Applicants With Official Secondary School and O-Level Results", below) and upon meeting the performance standard required in the Scholars Programme (See "Satisfactory Academic Progress", Pg. 9). The

student will then be moved from probationary status to "Full Acceptance" status (See "Admission Status", Pg. 8).

Non-Zambian Africans and Non-African Applicants - All non-Zambian applicants to the Scholars Programme must have an official secondary school transcript and their secondary school leaving exam results (the equivalent of the Zambian O-Level examination results). Please consult with the ACU Registrar (registrar@acu-zambia.com) if there are any questions regarding your application process and requirements.

Applicants With Official Secondary School and O-Level Results

Zambian Citizen Applicants - The Scholars Programme applicant must have the following academic record from a recognized secondary school:

- A certificate
- Five O-levels, one of which must be English Language at least at merit (Grades 3 or 4), with an additional four subjects at credit (Grades 5 or 6) or better. The total number of points for the five best subjects should not exceed 24.

Those applicants meeting these requirements may then be approved to write the ACU Entrance Examinations (See "ACU Entrance Examinations, Pg. 7). Applicants who are qualified to write the ACU Entrance Examinations, and whose results of these examinations qualify them for admission to the Scholars Programme, may then be admitted on "Full Acceptance" status ("Admissions Status", Pg. 8).

Non-Zambian Africans and Non-African Applicants - All non-Zambian applicants to the Scholars Programme must have an official secondary school transcript and their secondary school leaving exam results (the equivalent of the Zambian O-Level examination results). Please consult with the ACU Registrar (registrar@acu-zambia.com) if there are any questions regarding the application process and requirements.

The Admission Process

The requirements specified thus far for admission of students qualifies an applicant to be considered for admission. Those applicants who meet the minimum academic profile as described should keep in mind that every application is considered on an individual basis. Transfer applicants are considered in light of this academic profile, as well as academic performance in any post secondary-level coursework. See "Transient Students" (Pg. 9). Successful completion of the ACU Scholars

Programme ensures priority consideration for entrance into the ACU Degree Programme.

The application process for the ACU Scholars Programme occurs in four steps. To begin, the applicant should fill out the online application form found at www.acu-zambia.com/students and pay the K80 nonrefundable application fee. Once submitted, the applicant's information will be reviewed and a determination made as to whether the applicant should continue to the next step in the process.

If the applicant qualifies for step two, he will be contacted by the Registrar's office and instructed how to proceed. For this step, the applicant will need to submit a number of documents by post or deliver them directly to the ACU offices. Among these documents will be the following items:

- Certified copies of academic certificates and statement of results
- Scores from the Examinations Council of Zambia
- Two character references from two different adults, excluding family members
- A Sponsor Confirmation form
- A Guardian Confirmation form (if under 18)
- A recent passport-size photo

Once these materials have been received, they will be reviewed and a determination made as to whether the applicant should continue to step three. If the applicant is approved for further consideration, he will be contacted and scheduled to take the ACU Scholars Programme Entrance Examinations (see below).

If the candidate performs satisfactorily on the entrance examinations and is approved for further consideration, the final step will be to schedule an admission interview with a faculty representative through the Registrar's Office. It is from this final group of applicants, who undergo the admission interview, that ACU will select its students for the coming school year.

ACU Scholars Programme Entrance Examinations

All applicants to the Scholars Programme who have submitted the appropriate application materials and are approved for further consideration will be required to perform satisfactorily on the following entrance examinations:

Mathematics - the basic concepts up through Grade 12 of mathematics.

Language Arts - reading and writing skills. A written essay to assess overall communication and writing skills will be included.

Logic & Rhetoric - critical thinking and reasoning skills and ability to articulate arguments.

Satisfactory performance is a score of Merit or better.

Admission of Transfer Students

A transfer student has previously attended any university or another postsecondary institution since secondary school graduation. Transfer applicants are considered in light of the submitted, admission materials (See "Admission Process", Pg. 7) as well as academic performance in any post-secondary level coursework. An official transcript must be submitted from each institution attended by the student. The transfer of credit, whether into or out of ACU, is at the discretion of the receiving institution and an institution's accreditation does not guarantee transferability. Transfer coursework will be evaluated in terms of level, content, quality, comparability, and degree programme relevance by the appropriate academic department at ACU.

Courses with a grade of Pass, Credit, or any code other than a standard letter grade will not be accepted unless the sending institution's policy to issue that grade would require the equivalent of 75% or better (again, relative to the similarities between the institute's transferring coursework and the equivalent ACU course).

The Registrar is the initial contact regarding transfer courses. The Registrar may request an institute catalog, the institute's website address (URL), course syllabus, or transfer articulation agreement with other accredited bachelor degree programmes to determine if a course is transferable and/or equivalent to an ACU course or requirement.

To become eligible for certification from ACU for the Scholars Programme, a transfer student must complete a minimum of 9 credit hours during three terms at ACU. A student's institutional grade is computed only on courses completed at ACU.

Admission Status

Once all necessary information has been received, the candidate will be evaluated for acceptance. ACU does not discriminate on the basis of ethnicity, gender, age, national origin, or handicap.

The evaluation of a completed application will result in one of four decisions: full acceptance, acceptance on academic probation, acceptance as a special student, or denial. The Admissions Committee may apply other conditions of enrolment as deemed necessary. Supplemental information

may also be requested when necessary before action is taken.

- **Full Acceptance:** The candidate is accepted as a certificate-seeking student and may enrol for the first term.
- **Academic Probation:** The candidate is accepted as a certificate-seeking student for enrolment in the first term but is re-assessed after the first term to determine potential to successfully complete the Scholars Programme. Any questions as to the student's ability will be delivered with an appropriate recommended course of action that may allow him or her to reapply for consideration of enrolment in the Scholars Programme upon satisfactory completion of the recommended course of action and successful assessment of the admission requirements upon the time of re-application (See "Admissions", Pg. 6).
- **Special Student:** The applicant is not admitted to the Scholars Programme of ACU but may be permitted to enrol in a maximum of 16 credit hours per term based on available seats.
- **Denial:** The candidate is denied admission to ACU. Further study at another institution is normally recommended to demonstrate the student's preparation for the academic rigor of the Scholars Programme. Other recommendations may also be considered.

Confirmation of Acceptance

The candidate for admissions must confirm acceptance to the ACU Registrar on or before 10 January 2017 with payment of the Registration Fee. This will allow student enrolment for the first term. This Registration Fee is non-refundable once the student has been entered into the computer system for enrolment. The date of payment of the Registration Fee will be used in determining priority for class registration and other prioritised assignments for the first term.

Audits and Guests

Occasionally, individuals express an interest in visiting a class on a regular basis. ACU does not have an official "audit" status, but if additional seats are available in a classroom and the structure of the class is appropriate for guests, then instructors have the discretion to permit guests to visit their class on a regular basis. No college credit or transcript would be available to document attendance for guests. Given the full-time teaching load of instructors, it is more common that instructors do not accept or grade assignments, and guests' participation may be limited. Restricting the participation of guests is not meant to be disrespectful, but we must be good stewards of our time and our commitment to the

certificate-seeking students. If the level of involvement available is not fulfilling the educational goals of the guest, then enrolling as a special student for academic credit may be considered.

For additional information, contact the Registrar.

Transient Students

Students, particularly international exchange students, who are enrolled in another college or university and who do not wish to transfer to ACU and seek a certificate in the Scholars Programme may enrol as a transient student. Enrolment under this condition is usually for one term in courses that will transfer to another institution and apply toward that institute's qualification requirements. A transient student enrolled under this programme must agree to abide by the ACU Standards of Conduct. The Transient Student must meet all other admission requirements (See "Application for Admission", Pg. 6). This complete Application for Admission for a Transient Student must also include a transcript or a letter indicating that the student is in good standing with their present institution (and eligible to return to the present institution) and must be sent to ACU's Registrar from either the Registrar or Academic Dean of the student's present institution.

Academic Performance

Satisfactory Academic Performance

Satisfactory Academic Performance (SAP) for students will be determined at the end of each academic term by the Registrar.

SAP requires a student to earn a minimum 70% and above each term (this 70% may not be directly relative to all institutes' grading standards and policies). The manner in which all grades are calculated for eligibility is outlined in the "Credit and Grading System" section (Pg. 17) under "Academic Information".

Unsatisfactory Academic Performance

Unsatisfactory Academic Performance (UAP) of students will be determined at the end of each academic term by the Office of Records. The intent of this determination is to address every student's progress to assure personal care and accountability for the student to afford them the best opportunities for success.

UAP will be assessed if a student's performance is between 60% to 69.99%. This will result in the student being placed on "Academic Probation" (See "Admission Status", Pg. 8) by the Registrar. At this point, the student must submit an Academic Performance Explanation form obtained from the Registrar's Office) to the Academic Review Committee. The Academic Review Committee will

then meet with the student either formally or informally to determine an academic plan to help the student toward enrolment in the following term under Academic Probation.

The student's UAP status will be reviewed prior to the end of the following term to ensure the student is able to make progress toward SAP in order to continue enrolment.

Any student whose academic performance is 59.99% or below will automatically be expelled from the Scholars Programme. The student may still file an "Appeal of Academic Performance" form with the Registrar if he or she believes that there are special considerations to account for poor academic performance. The course of action will then be determined on an individual student basis.

Financial Aid

Financial Aid Purpose Statement

The primary purposes of the Registrar's Office are to:

- Provide as many students as possible with the resources to help meet their financial need
- Distribute scholarships and grants in an equitable manner
- Further the mission of the institution

Our goal is to honour our Lord by practicing good stewardship of the financial resources entrusted to us. A secondary goal of our programme is to encourage the students to practice good stewardship of the financial resources the Lord has provided them.

Distribution of Financial Aid

The highest priority for financial aid targets those who have proven that they are fully qualified academically to enrol in the ACU Programmes (See "Application for Admissions", Pg. 6), but are not able to consider enrolment due to verifiable financial need. Financial need verification will require the potential student to complete the "Financial Aid Form" that can be obtained at the Registrar's Office. One can also email registrar@acu-zambia.com and request an e-copy of the "Financial Aid Form".

Satisfactory verification of a student's financial need by the Registrar's Office will designate the student on the list to receive financial aid for the following academic year (3 terms). Finances that are available for student aid will be divided up in an equitable manner by the Registrar's Office amongst those who are on the student list until the financial aid funds are fully discharged. While every student cannot be assured financial aid, ACU will seek

every opportunity to receive and distribute financial aid to as many students as possible.

All students receiving financial aid must demonstrate Satisfactory Academic Progress (SAP) in order to continue to receive the aid. The SAP policy is described in the "Academic Performance" section, Satisfactory Academic Performance, Pg. 9.

Student Development

The Office of the Dean of Students provides essential services to the achievement of ACU's educational goals. This office is responsible to build a community that enhances academic inquiry, provides a warm campus environment in which to interact and study, and designs supra-curricular opportunities that seek to educate students socially, physically, vocationally and intellectually – all of which may be areas of spiritual growth.

This office oversees the following services: New Student Orientation, Advisee Groups, Mentoring and Disputatio, Standards of Conduct enforcement, the Student Labour Programme, Chapel services and Ministry Opportunities.

Advisee Groups and Mentoring Services

Academic Support Resources are available for all ACU students to ensure a positive transition for students into a highly rigorous academic environment. These resources exist to enhance students' understanding of their callings while enrolled at ACU.

The specific objectives are to:

- Help students understand their calling as students.
- Complement faculty efforts to help students achieve their potential.
- Enhance the academic abilities of the student body.
- Provide convenient access to academic resources.
- Provide training in and accountability to students who are struggling with time management.

All students who have been placed on academic probation are required to meet regularly with the Dean of Students for accountability, assistance and advocacy when needed. These meetings should be used as a resource for learning to be a better student and gaining insight into areas of needed improvement. Students who are on academic probation will be held accountable to the expectations outlined in their probation agreements. Failure to adhere to these expectations may result in parental, guardian or sponsor contact or suspension.

Registration Regulations

All students will be expected to register during the regular registration periods for each term. All fees and tuition for the term will be due on the Last Day for Registration.

Course Load

Regularly enrolled students will carry 9-12 credit hours per term. These students are considered full-time students.

Dropping Out of any ACU Programmes

Students who wish to drop out of any ACU programmes should first consult with their advisor. This can only be done during the first term on or before the date specified on the academic calendar without receiving a “fail” grade. Dropping out of the programme after that date without special permission will receive a “fail” grade for the programme.

Withdrawal from the University

Students desiring to withdraw from ACU before the end of a term must contact the Dean of Students and process an official Withdrawal Clearance Form. (See “Withdrawal Refund Policies” Pg. 5 for more information.) Students seeking re-entry to the university in the future, may be required to interview with a staff member and satisfactorily complete necessary enrolment conditions prior to being readmitted.

Academic Information

Academic Programme

ACU students are expected to be familiar with the content and the requirements of the academic programme.

The academic programme is foundational to the entire educational enterprise and is a trademark of ACU. It is the university’s goal that students characterise and respond to reality from a biblical perspective. In order to make such a biblically based groundwork explicit and operative, ACU takes a four-fold educational approach:

- Holistic Transformation
- Mentor Emphasis
- Christian Excellence
- African Distinction

Holistic Transformation

ACU is dedicated to whole-life education to transform intellect, effort and will to God’s glory. This speaks not only to the “what” aspect of academic

content, but more importantly to the “why” aspect (the reason for knowing), and also the “how” aspect, the practical application to life and society for God’s glory. Therefore, classes, labs, meetings and all activities seek a whole-person approach, impacting the mind, the heart and the hands.

Mentor Emphasis

ACU recognises that God’s truth does not exist in a vacuum. One of the primary aspects of the Christian faith is that it has to do with relationships. We are social beings, and part of learning truth is to see it in action. Dedicated professors and staff will mentor students from a biblical worldview, serving as role models and counsellors to show what applying scholarship from a biblical perspective looks like in the real world.

Christian Excellence

ACU strives for Christ-exalting excellence as the hallmark of every person in both academics and labour. This is combined with the promotion of the development of servant-leaders. Classes are taught with this standard of excellence in view, both in terms of content and conduct of faculty and students.

African Distinction

The practical goal of ACU’s academic endeavours is to apply God’s truth to the peculiar worldview and social needs of Africa. Course content focuses on applications that are relevant to African circumstances and culture in order to fulfil the biblical “cultural mandate” and promote passion for benevolent works for the good of Africa.

Scholars Programme

A-levels, certificate programme. The Scholars Programme is a preparatory, A-Level calibre, certificate-granting programme that serves as the gateway to enter African Christian University.

Gap-year programme. The programme is a “gap-year” programme requiring applicants to submit Grade 12 Mock Exam results to determine their capability to write the ACU Entrance Examinations for Scholars Programme admission determination. ACU is to be an academically robust tertiary institution. Our students must be equipped to perform at the highest levels in thought and effort.

Goal of the Scholars Programme

The goal is two-fold: a) to introduce a solidly biblical, gospel-saturated worldview as the foundation for all academic studies and practical labor; and b) to hone and sharpen basic but necessary scholarship skill to ensure excellence at university-level studies and Christian living. Students who successfully

complete the SP will receive a Certificate of Achievement and will be prepared to move into ACU's degree granting programmes if they meet the admission requirements.

Course Length

All classes will be designated their time slot. All students are expected to be in their seats and prepared for class at the designated start time.

Course Load

Term 1- Bible's Grand Narrative I (2)

Language Arts I (2)

Christian Reasoning/Rhetoric I (2)

Maths I (2)

Computer Skills I (2)

Study Skills (1)

Term 2- Bible's Grand Narrative II (2)

Language Arts II (2)

Christian Reasoning/Rhetoric II (2)

Maths II (2)

Computer Skills II (2)

Term 3- Bible's Grand Narrative III (2)

Language Arts III (2)

Christian Reasoning/Rhetoric III (2)

Maths III (2)

Computer Skills III (2)

Course Descriptions

BIBL0101/0102/0103-The Bible's Grand Narrative (2 credit hours each)

This is a comprehensive, gospel-saturated overview of the entire Bible, taught from a historical redemptive perspective using the Creation-Fall-Redemption-Consummation framework. This approach develops an understanding of the whole of the Scriptures with a continual focus on the redeeming work of Christ. It provides the thematic basis for all the courses in the Scholars Programme and, indeed, all of ACU. It is evangelistic as well as the establishment of a Christian world and life view which undergirds every disciplinary approach at ACU.

ENGL0101/0102/0103- Language Arts (2 credit hours each)

Growing out of a biblically-based understanding of language and its uses, this course is fundamental to all scholarly endeavours of life that require

excellence. It reviews and expands reading and writing skills in preparation for academic research and composition. The course opens our understanding of God's design for communication as the means to know and express Him and His creation. It emphasises correct grammar and punctuation, including sentence construction, paragraph structure, essay development and vocabulary, employing skills of logic and effective communication techniques. Strategies of effective reading, both reading accurately and interpreting skilfully, are covered and practised making use of a variety of literary works, including but not limited to African literature.

PHIL0101/0102/0103- Christian Reasoning and Rhetoric (2 credit hours)

Building on the Language Arts foundation, this course helps students realise the significance of thinking God's thoughts after Him and develops and strengthens critical thinking skills, including skills of problem evaluation and solving, discernment, and wisdom based on biblical truth and Christian reasoning. God created us to know wisdom and exercise the mind in a logical manner so that we can cohesively and consistently know and express truth and knowledge while revealing error and fallacy. Introduction of both formal and informal logic are included, while centering on issues that are relevant to the African cultural context. An evaluation of skills of rhetoric is introduced and practiced. All of this combines to help make better thinkers, scholars, problem solvers and communicators.

MATH0101/0102/0103- Mathematics (2 credit hours each)

While mathematics is rarely considered as a revelation of God, in reality, it displays the invisible attributes that uphold creation. "His invisible attributes are clearly seen, being understood by the things that are made" (Romans 1:20). Creation stands on mathematics. "The heavens declare the glory of God" (Psalm 19:1). Mathematics defines the precision of heavenly bodies, mass and motion. This course will bolster the students' foundations in mathematics enabling them to see the significance of structured, quantified thinking to know God. They are then better equipped to apply that thinking to fulfil His mandate as faithful stewards over His creation.

CSCI0101/0102/0103- Computer Skills (2 credit hours each)

Computer skills are fundamental to functioning in any contemporary field. This course covers computer essentials including typing, email, internet browsing, word processing, spreadsheet and

presentation essentials. The curriculum provides hands on practice with essential computer programmes with an emphasis on ethical computer practices. These skills are integrated into an understanding of God's redemptive plan dovetailing with The Bible's Grand Narrative course, equipping students to better perform any vocation with integrity and excellence.

EDU0101- Study Skills (1 credit hour)

This course is designed to help students learn to be good stewards of time and the intellect, reasoning and learning skills that God has granted. The course will teach good time management skills, note-taking skills, study skills, reading and essential writing skills.

Scholars Programme Certificate

Students who successfully complete the Scholars Programme will receive a Certificate of Achievement from African Christian University. As an A-level calibre programme, the student will have completed coursework at or above the academic requirements for A-levels in mathematics and all of the Language Arts. More importantly, the broad foundation established through the ACU Scholars Programme equips a student to excel in all areas of scholarship and practice for serving God with excellence in any vocation.

Grading

The Scholars Programme students will receive their grades in the form of a percentage for the ease of transferring it to other institutes if the student is not able, or chooses not, to enter ACU's Bachelor's Programme.

Bachelor Programmes

ACU is offering a 4-year Bachelors Programme beginning in Christian Worldview for the first two years and continuing with specialty in a variety of disciplines. Each course will be developed with the trivium of grammar, logic, rhetoric in mind. Major courses are the foundational courses for the major disciplines of Theology, Education, Agriculture, Business, etc (as more added).

Additionally, special arrangements may be made for students interested in alternate fields of study or sub-disciplines that are not specifically listed. Other options may be offered or customisation of programmes of study considered if specific interest is expressed.

Electives include additional courses that may be considered if a student can add such without affecting his/her required major courses.

A further year beyond the Bachelor degree, with faculty approval, will achieve a Bachelor with Honours distinction.

Course Load

Year 1

- Term 1- Old Testament Survey (2)
 History of Thought I (2)
 English Composition I (2)
 Math for Liberal Arts (3)
 Beginning Latin I (2)
 Elective (Computer for Arts & Sciences) (2)
- Term 2- New Testament Survey (2)
 History of Thought II (2)
 English Composition II (2)
 Intro to Psychology (3)
 Beginning Latin II (2)
- Term 3- Intro to Biblical Hermeneutics (2)
 History of Thought III (2)
 Foundations of Science (3)
 Research Writing (2)
 Beginning Latin III (2)

Year 2

- Term 1- Theology, Worldview, Ethics I (2)
 Intro to Literature (Classical) (2)
 Intro to Sociology (3)
 Creative Arts (2)
 Major Course/Electives (3)
- Term 2- Theology, Worldview, Ethics II (2)
 Intro to Literature (Modern) (2)
 Environmental Science (2)
 Major Course/Electives (3-5)
- Term 3- Intro to Political Science (2)
 African Literature & Worldview (3)
 Physical Education/Nutrition (2)
 Major Course/Electives (3-5)

Course Descriptions

ARTS2010- Creative Arts (3 credit hours)

This course offers a broad introduction to Fine Arts emphasising the truth, beauty and goodness of the image-bearing, human expression through creativity. It is an interdisciplinary course designed to introduce the student to basic elements of art, music and theatre. The course should develop an appreciation for the investment of one's gifts, talents and resources into advancing Fine Arts.

BIBL1010- Old Testament Survey & Covenants (2 credit hours)

This course will equip students with the knowledge and literary framework for understanding the Old Testament in its original context and in its contemporary application. Students will examine the history and theology of the Law, Prophets, and Writings with a special view towards God's unfolding purposes in creation and redemption. Special attention will be given to the covenantal relationship between God and His people.

BIBL1011- New Testament Survey (2 credit hours)

This course will equip students with the knowledge and literary framework for understanding the New Testament in its original context and in its contemporary application. Special attention will be paid to key New Testament themes and their impact on the Christian faith.

CSCI1021- Computers for Arts and Sciences (1 credit hour)

This course covers computer essentials including typing, email, internet browsing, word processing, spreadsheet and presentation essentials. The curriculum provides hands on practice with essential computer programmes with an emphasis on ethical computer practices. The course is designed such that each student's proficiency will equip students to better perform any vocation with integrity and excellence.

ENGL1041- English Composition I (2 credit hours)

In this course, students will learn to write more carefully and effectively. Students will focus in this first term on attaining a mastery of English grammar. In addition to grammar, students will also begin learning how to compose and defend effective theses and how to identify and avoid plagiarism.

ENGL1042- English Composition II (2 credit hours)

Students will continue to work on composing effective theses, while also developing their abilities to use paragraphs to construct careful, orderly, persuasive argumentative essays. Students will also work to develop the clarity and appeal of their prose styles.

ENGL2022- Research Writing (2 credit hours)

This course teaches composition with an emphasis on understanding scientific writing, using practical examples and exercises. Topics include: principles of good writing, tricks for writing faster and with less anxiety, the format of a scientific manuscript, and issues in publication and peer review. Students from non-science disciplines can especially benefit from the training provided in the first four weeks (on general principles of effective writing). See <http://online.stanford.edu/course/writing-in-the-sciences>.

LANG1031- Basic Latin I (2 credit hours)

This course is a beginning study of the Latin language and of Roman culture. Students learn the basic skills of pronouncing the language, reading simple Latin texts, and translating Latin sentences into English. Students will learn basic Latin sentence patterns and develop listening and reading skills. Students analyse rudimentary Latin grammar and word etymologies of common English words derived from Latin.

LANG1032- Basic Latin II (2 credit hours)

Basic Latin grammar and vocabulary are systematically reviewed as students are introduced to the writings of some selected authors, representing the range of literature composed in Latin from antiquity to the modern world.

LANG1033- Basic Latin III (2 credit hours)

The student will deepen their knowledge of Latin grammar while increasing their breadth of vocabulary for the purpose of reading a variety of Latin literature. This course will have grammatical explanations and readings drawn from the works of Rome's major prose and verse writers. Etymological aids, maps, and dozens of images illustrating aspects of the classical culture and mythology are presented in the chapter readings.

LITR2051- Introduction to Ancient Literature (2 credit course)

This course introduces students to the study of imaginative literature. The genres, literary devices, and aesthetic values of Biblical and Ancient literature are taught and presented as foundational

to world literary tradition. The study of Biblical poetry and narrative will introduce categories necessary for later study of continuities and discontinuities in the western tradition and the identification and application of the aesthetic and interpretive categories of the Christian Scriptures. Emphasis will be placed on careful textual analysis.

LITR2052- Introduction to Classical Literature (2 credit hours)

This course continues the study of imaginative literature. The genres, literary devices, and aesthetic values of Biblical and Classical literature are taught and presented as foundational to the western literary tradition. The study of Classical epic, Greek tragedy and comedy will introduce categories necessary for later study of continuities and discontinuities in the western tradition. Emphasis will be placed on careful textual analysis.

LITR2061- African Literature & Worldview (2 credit hours)

This course examines literature of the African continent and expressions of African traditional thought. Select readings from a diversity of African authors, poets, philosophers, theologians and intellectuals will develop a broad perspective on the African worldview. Students will also be exposed to methods of interpreting prose and texts from an African perspective. Discerning unique aspects of African thought from a Biblical perspective will inform the interplay of Christianity and African Traditional Religion that has significantly shaped worldview in Africa.

MATH1080- Mathematics for Liberal Arts (3 credit hours)

This course will provide the mathematical training for students in basic math, probability and statistics, basic algebra, and finance. This course starts with a review of number systems, progresses to problem solving strategies to develop the student's analytical abilities, and concludes with practical applications.

PHED2010- Physical Education/Nutrition (2 credit hours)

Our bodies are temples of the Holy Spirit and we must be faithful stewards over them. This course is meant to develop basic health and wellness understanding for exercise, diet and approaches to promote personal well being along with community and preventative health topics.

PHIL1071- History of Thought I (2 credit hours)

A critical, historical survey of the development of philosophy and the principal developments in Christian thought from the pre-Socratic to Augustine timeframe. Each school of thought is evaluated from a distinctively Reformed perspective. This course will emphasise understanding the antithesis between Christianity and Greco-Roman thought.

PHIL1072- History of Thought II (2 credit hours)

A critical, historical survey of the development of philosophy and the principal developments in Christian thought from Augustine to the late Middle Ages. The course will shed light on the unfortunate syntheses of medieval theology and ancient philosophy. Additionally, the course will introduce African Traditional worldview and evaluate it from a Biblical perspective.

PHIL1073- History of Thought III (2 credit hours)

A critical, historical survey of the development of philosophy and the principal developments in Christian thought from the Renaissance to the modern age. Each school of thought is evaluated from a distinctively Reformed perspective. The course will examine the impact of the Reformation and the value of presuppositional analysis. Additionally, the course interacts with certain key African theologians and critiques their synthesis of Christianity with the African Traditional worldview.

POLI2131- Introduction to Political Science (2 credit hours)

Students will be introduced to various economic perspectives such as Socialism, Marxism/Leninism, and Capitalism/Free Enterprise, and will evaluate them in the light of Scripture. Such topics as private property, economic competition, wealth and poverty will be discussed, giving particular consideration of the notions of ownership and stewardship. Cultural economic assumptions and political consequences will be evaluated against biblical teaching.

PSYC1010- Introduction to Psychology (2 credit hours)

Understanding psychology from a Christian perspective requires starting from the presupposition that humanity is the creation of God in His image, but because of the fall all humanity is born with a self-bent nature to sin. With this presupposition psychology's history and worldview, the brain and nervous system, sensation and perception, motivation and emotion, learning and memory, human development, consciousness,

thinking/language/intelligence, personality, psychological abnormalities, treatment, social psychology and research methods can all be understood for their true value in advancing understanding. Unique aspects influencing psychological understanding within traditional African culture will be developed.

SCIE1020- Foundations of Science (3 credit hours)

A basic foundation in science and science philosophy will be established upon which students can pursue any higher levels of study. The historic through contemporary developments of physical or natural science will be traced to demonstrate the rich worldview influences while identifying aspects most prone to historical revisionism for ideological purposes. The course is intended to enhance scientific discernment while igniting the imagination and curiosity of both the artistic and the quantitative student to the undiscovered wonders that science investigation can unlock, knowing that the heavens, as well as the molecules, declare the glory of God.

SCIE2040- Environmental Science (3 credit hours)

Environmental Science is the systematic study of the environment and human impact on it. It is a relatively new, highly interdisciplinary field which uses information from the natural, social and physical sciences. Course content will maintain a reasonable balance between pure science and the various political, social, and historical perspectives on various environmental issues. Special attention will be given to environmental issues that are relevant to African society and culture.

SOCI2010- Introduction to Sociology (3 credit hours)

Humanity was created in God's image for relational interaction. Various worldviews can be discerned through examination of social theories and their histories, social structures, functions, and social conflict, emphasising human, institutional, and group interactions. The course provides an overview of political, economic and other cultural phenomena and methodologies developed through scientific, social research.

THEO1010- Theology, Worldview & Ethics (2 credit hours)

This multi-disciplinary, two-term worldview course is an introduction to the nature, definition, importance, and content of the Christian worldview as it applies

to general ethics (i.e., Christian living). This course will highlight the critical importance of thinking and acting "Christianly" by giving special attention to the role of biblical, theological, philosophical, and sociological assumptions and their implications in the totality of life including the arts, family, entertainment, government, economics, social problems, etc. The course will follow the Second London Baptist Confession (1689) as a theological framework, and the Westminster Larger Catechism (Questions 91-149) as a framework for ethics. Special attention will be given to the application of TWE to contemporary issues.

THEO1011- Theology, Worldview & Ethics II (2 credit hours)

This multi-disciplinary, two-term worldview course is an introduction to the nature, definition, importance, and content of the Christian worldview as it applies to general ethics (i.e., Christian living). This course will highlight the critical importance of thinking and acting "Christianly" by giving special attention to the role of biblical, theological, philosophical, and sociological assumptions and their implications in the totality of life including the arts, family, entertainment, government, economics, social problems, etc. The course will follow the Second London Baptist Confession (1689) as a theological framework, and the Westminster Larger Catechism (Questions 91-149) as a framework for ethics. Special attention will be given to the application of TWE to contemporary issues.

THEO2310- Introduction to Biblical Hermeneutics (2 credit hours)

This course is designed to help students to interpret and apply the biblical text in a responsible and informed manner. This involves understanding of methods, skills, research tools, important concepts, and values necessary for interpretation and application. A brief survey of biblical interpretation and the presuppositions behind different forms of biblical interpretation will also be considered.

All ACU Students

Student Labour Programme

Students gain hands-on instruction and practice in a variety of work-related activities. In addition to emphasising the biblical understanding of the dignity of work, students gain practical experience, are challenged toward excellence in all things, experience the benefit of benevolent servanthood, and develop a variety of life skills. This is fundamental to the overall purpose of ACU in making servants for the highest levels in

benevolent, kingdom service in any field or discipline.

Supra-curriculum

In addition to the core-curriculum, ACU includes the following 50 minute extracurricular offerings:

Choir

All students participate in an introduction to music programme out of which the most musically talented constitute the choir. This may evolve into promotional/ministry ensemble which will travel with ACU representatives to churches and conferences.

Chapel

Chapel is held once a week, giving opportunity for the development of a Christian ethos. Pastors, as well as faculty, will be invited to speak.

Disputatio

This is a session allowing for a variety of interesting events, such as scholarly discussions and debates between students and faculty members; special presentations on topics of cultural, social, political, or theological relevance; apologetic sessions; question and answer sessions; guest presentations; etc.

Mentoring/Advisee Groups

The Mentoring Groups are small student groups paired with a faculty "advisor." This is an opportunity for students and faculty to know one another on a more personal, intimate level. It is an opportunity for students (or faculty) to ask questions which likely would not be addressed otherwise. The Advisee time is an open hour when each faculty member is available for any student question or discussion or tutoring session. It will be optional for students.

Ministry Opportunities

As image-bearers of our Creator, each Christian should glorify God in utilising their abilities to work, to serve and to create for the benefit of others. Opportunities to serve others in encouraging their faith or meeting their needs through benevolent acts will be pursued for the benefit of others and for the glory of God as the love of Christ is demonstrated through action.

Library Resources

ACU's library contains approximately 6,000 volumes. Students may obtain the "Library

Handbook" at the library to familiarise themselves with the policies and procedures for use of the library facility and resources.

Credit and Grading System for the Bachelors Programme

Highest	Lowest	Letter	GPA
100%	97%	A+	4.00
96.99%	93.00%	A	4.00
92.99%	90.00%	A-	3.67
89.99%	87.00%	B+	3.33
86.99%	83.00%	B	3.00
82.99%	80.00%	B-	2.67
79.99%	77.00%	C+	2.33
76.99%	73.00%	C	2.00
72.99%	70.00%	C-	1.67
69.99%	67.00%	D+	1.33
66.99%	63.00%	D	1.00
62.99%	60.00%	D-	0.67
59.99%	0.00%	F	0.00

Calculating Grade Point Average (GPA)

GPA = total grade points / total attempted units

To calculate the grade point average (GPA) multiply the credit hour value of each course by the point value of the grade. For example, a three credit hour course in which you earn a B (3 points) is worth 9 credit points. Second, add up the credit points you have earned in all your courses. Finally, divide the total credit points by the number of credit hours you have attempted for a letter grade.

Simple GPA- Each letter graded course carries grade point value computed as: the total credit hours earned in the course times the point value of the letter grades earned. For example: a student earning an A (point value of 4) in a 3 credit hour course would earn 12 grade points for the course.

Term GPA - The term grade point average (GPA) is the sum of all grade points earned in a term divided by all credit hours attempted for letter grade. Grade points are calculated by multiplying the number of credit hours assigned to a course by the value of the grade earned in that course.

Cumulative GPA - The average of all grades earned by a student is termed the cumulative grade point average. It is used for determining probation and suspension. The cumulative grade point average is defined as the sum of all grade points

earned divided by all credit hours attempted for letter grade.

Participation in Graduation Exercises

Students who have completed all of the requirements for graduation will be eligible to participate in the graduation exercises.

Standards of Conduct

It is the goal of ACU to encourage each student to develop the highest and most worthy standards of conduct in their personal and communal lives. The development of moral character is as important a part of higher education as is the development of the mind; indeed without it, the development of the mind is at best useless, and at worst harmful to the student and to those around him. For this reason, the following standards will be applied to all developing students at ACU.

Alcohol Self-control and serious reflection are required to pursue excellence in education. Therefore the use, sale, or supply of alcohol on campus is strictly prohibited, nor are students to exhibit any discernible signs of alcohol use during class attendance. Instead, students are encouraged to assess the potential dangers to themselves and others of alcohol use, and to cultivate the equanimity and self-possession necessary for an educated and virtuous mind.

Civil Codes No one can be considered well-educated who is not prepared to be a useful and functioning member of his society. Therefore, it is expected that no student will disobey local or federal laws. Students violating any civil law may be referred to the authorities for prosecution, and may also be subject to disciplinary action by ACU. Instead, students are encouraged to consider their role in the community, and to function responsibly within the framework of the governing structures, for the betterment of those around them.

Please mark that in Zambia, the creation, distribution, or viewing of pornographic images or text via any printed or electronic media is illegal.

Smoking in any public place such as the university campus is illegal, as is the use or sale of recreational drugs such as marijuana. These activities are therefore strictly prohibited by ACU.

Racism and Sexual Harassment Although there exists a great diversity of cultural, linguistic, and ethnic identities, and though there are differences between the sexes, all human beings have been created equally in the image of God and bear the stamp of that image. Therefore, ACU will not allow

any form of sexual or racial prejudice or harassment, nor any such behaviour that has the effect of creating an intimidating, hostile, or offensive classroom and study environment. Instead, students are encouraged to reflect upon how all persons should be viewed equitably and treated with dignity, and to acquire the habit of promoting and supporting the distinctive qualities of each individual.

Male/Female Relationships A student's purpose in being on the ACU campus should be driven by holistic personal development in a communal setting. On-campus displays of relationships with members of the opposite sex should be platonic, restrained, and conducive to the development of mind and character. Sexual immorality, adultery, homosexual practice, and all other sexual relations outside the bounds of marriage between a man and woman are inconsistent with the virtuous attributes desired for students by the university.

Weapons It is highly desirable to have a learning environment characterized by open communication without the threat of intimidation or violent opposition. Therefore, students are prohibited from the possession of any firearms, knives, or other types of weapons while on campus. Instead, students should appraise their own commitment to peaceful and helpful relationships with others, and broaden the scope of their active participation in peace-making.

Plagiarism A commitment to truth, creativity, and the hard work of honest discovery and expression is essential for education. Plagiarizing is antithetical to the development of every one of these qualities, and is therefore strictly prohibited. Instead, students are encouraged to give consideration to the connection between learning and original thought, and to diligently pursue re-creating into their own thinking the new ideas and truths being explicated in the classroom.

The most common examples include failure to use quotation marks when quoting, failure to make a thorough paraphrase when attempting to put someone else's idea into one's own words, and failure to give credit to the source of the information. If a student is unsure whether or not an example of his writing is acceptable, he should ask his instructor for help in learning how to identify and avoid plagiarism.

Personal Appearance Students are expected to value the education process, and to honour both the instructor and the opportunity being given to them. To reflect the importance and gravity of such an endeavour, a smart casual dress style has been

adopted for all classes. Students should wear slacks or skirts, except when participating in a student labor project. Tidiness, cleanliness, and modesty are expected.

Students should reflect upon the honour of higher education and what this means as it pertains to their relationship with African Christian University. Attendance at ACU is a privilege, not a right, and students are expected to conduct themselves accordingly, with respect for authority and without a sense of entitlement. A student who has a question or a disagreement with the university's policies or actions is encouraged to courteously voice their concerns with the administration, which will listen carefully and give thoughtful responses. It is to be understood, however, that the university will set policies in accordance with a commitment to its Vision and Mission (please see page 1), and students will honour that commitment even if they do not share it.

ACU encourages developing students to be aware of political events, and to make every reasonable and lawful effort to support and uphold just and virtuous legislation, and to change unjust laws. However, political protests or demonstrations on campus that are disruptive of the education process will not be tolerated, and will be subject to discipline. The orderly assembling of students for political or other purposes may be undertaken, but only with the prior, written approval of the Dean of Students.

In addition to what is delineated above, students should give careful attention to the fact that whether on or off campus, their behaviour is reflective of ACU, and they are expected to distinguish themselves accordingly and to represent the whole-person excellence for which ACU strives.

The administration of ACU reserves the right both to interpret the student standards of conduct, and to respond to any violations of it with whatever disciplinary action is deemed appropriate, up to and including dismissal from the university.