

EARLY COLLEGE HANDBOOK

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

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

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

About Bethel University

Bethel University is a leader in Christ-centered higher education with more than 4,500 students from 50 states and 10 countries enrolled in undergraduate, graduate, seminary, and adult education programs. Based in St. Paul, Minnesota, Bethel offers bachelor's and advanced degrees in more than 100 fields. Educationally excellent classroom-based and online programs equip graduates to make exceptional contributions in lifelong service to God and the world.

Admission Standards

To apply for dual enrollment at Bethel, students must:

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

Accreditation and Membership

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

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

Below are the Associate of Arts Degree Requirements:

1. A cumulative GPA of at least 2.00;
2. A minimum of 60 semester credit hours with 28 credits taken in residence (*specific courses may require residence*);

3. Completion of required courses, lower-division General Education curriculum and electives, as indicated.

NOTE: Upon completion of requirements 1–3, participation in a commencement ceremony is expected. The application for Commencement must be submitted to the College of Adult & Professional Studies Registrar's office.

Associate of Arts (A.A.)

1. A cumulative GPA of at least 2.0.
2. A minimum of 60 semester credit hours. Of these, the following must be taken in programs that meet Bethel residency requirements:
 - a. at least 28 credits.
 - b. SOCS110 for students in Transfer Level A.
 - c. Specific courses in a program may be required to be taken in residence.
3. Completion of required courses, lower-division general education curriculum and electives, distributed as indicated.
4. Upon completion of requirements 1–3, participation in a commencement ceremony is expected. The Application for Commencement must be submitted to the College of Adult & Professional Studies.

General Requirements

General requirements allow for inclusion of credits from a higher level. Students graduate under the requirements of the most current catalog at the time they enter Bethel for the last time. Any substitutions are determined by the College of Adult & Professional Studies.

A bachelor's degree will not be awarded until at least one academic term after an associate's degree has been awarded.

Courses must meet the Goal Area requirements (<http://catalog.bethel.edu/adult-professional-studies/academic-information/caps-courses-goal-area/>) below:

Goal Area 1: Communication	8 credit minimum: including an Academic Research Writing course (Category R)
Goal Area 2: Critical Thinking	4 credit minimum: SOCS 110 is required in residence for Transfer Level A
Goal Area 3: Natural Sciences	8 credit minimum
Goal Area 4: Mathematical/Logical Reasoning	3-4 credit minimum
Goal Area 5: History and the Social and Behavioral Sciences	8 credit minimum
Goal Area 6: The Humanities and Fine Arts	8 credit minimum

Degree Requirements

Associate of Arts Degree

Requirements for the degree (60 semester credit hours in total) include 40 semester credits of general education courses and 20 semester credits of elective courses. These requirements can usually be met in two years of full-time study, and aligns with the requirements of the Minnesota Transfer Curriculum. Students transferring in 45 credits or fewer are required to take SOCS 110.

General Education requirements for the A.A. degree. (<http://catalog.bethel.edu/adult-professional-studies/academic-information/general-education-requirements-associate-arts-degree/>)

Code	Title	Credits
General Education (See below for more details)		Credits
Goal Area 1: including an Academic Research Writing course		8
Goal Area 2		4
Goal Area 3		8
Goal Area 4		3-4
Goal Area 5		8
Goal Area 6		8
General Education Total		40
Elective Courses		20-21
Total Credits		60

A list of the courses which fulfill each Goal Area is available on the CAPS Courses by Goal Area page (<http://catalog.bethel.edu/adult-professional-studies/academic-information/caps-courses-goal-area/>).

Academic Policies

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

- Academic Honesty (<https://catalog.bethel.edu/arts-sciences/general-information/academic-honesty/>)
- Academic Progress (<https://catalog.bethel.edu/arts-sciences/general-information/academic-progress-probation-dismissal/>)
- Add/Drop/Withdraw Dates (<http://catalog.bethel.edu/arts-sciences/academic-calendar/>): Online courses' deadlines may vary slightly depending on length of term. If students have questions, they should reach out to their Early College Advisor for more information.
- Course Policies, Grades & Concerns (<https://catalog.bethel.edu/arts-sciences/general-information/course-policies-grades/>)
- Summer School and non-PSEO reimbursable courses:
 - Students are able to participate in summer school between their junior and senior year of high school. Classes are billed to the student at a rate similar to the PSEO rate reimbursed by the state of Minnesota. See more about Summer Term on the PSEO website (<https://www.bethel.edu/undergrad/admissions/early-college/pseo/>).
 - Students may also participate in theology and Bible courses throughout the school year at the summer school rate. Since these courses are not reimbursed by the state of Minnesota, students will be billed.

Housing Policies

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

Textbook Information

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

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

Online Courses

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

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

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

Offered: Occasionally.

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

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

Prerequisites: ASN 281. Offered: Occasionally.

BIO 120 • Introduction to Molecular and Cellular Biology 3 Credits

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

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

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

Laboratory experience accompanying BIO 120.

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

BUS 101 • Introduction to Business 4 Credits

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

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

Offered: Fall, Spring.

BUS 130 • Business Problem Solving 2 Credits

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

Offered: Spring.

BUS 213 • Personal Financial Literacy 4 Credits

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

Offered: Fall, Spring.

CHE 101 • Introduction to Chemistry 3 Credits

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

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

CHE 101D • Introduction to Chemistry Lab 1 Credit

Laboratory experience accompanying CHE 101.

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

CHL 110 • Introduction to Healthcare 2 Credits

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

Emphasis on understanding the healthcare system, current issues in healthcare, and healthcare

career paths. Development of healthcare literacy and navigating healthcare culture. Students examine education, training and licensure and/or certification requirements for potential careers.

Offered: Fall, Spring.

COM 164 • Basic Communication Skills 4 Credits

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

Offered: Fall, Spring.

ECO 202 • Principles of Microeconomics 2 Credits

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

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

ECO 203 • Principles of Macroeconomics 2 Credits

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

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

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

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

Offered: Fall or Spring.

ENS 104 • Environment and Humanity 3 Credits

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

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

ENS 104D • Environment and Humanity Lab 1 Credit

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

Corequisites: Concurrent registration in ENS 104 or completion of ENS 100. Offered: Fall, Spring.

GES 141 • Physiology of Wellness 4 Credits

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

Offered: Fall, Spring.

GES 150 • Responding to the Arts 4 Credits

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

Offered: Occasionally.

GES 160 • Inquiry Writing Seminar 4 Credits

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

Develop, organize, and deliver oral presentations. Formative feedback from peers and instructor.

Offered: Fall, Spring.

HIS 200L • History of the United States 4 Credits

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

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

Offered: Fall.

HIS 205U • History of China, Japan, and Korea 4 Credits

History and cultures of East Asia. Religion; economic development and trade; and family, social, and political organization. Primary focus on China, Korea, and Japan.

Prerequisites: GES 130 (may be taken concurrently) or GES 149 (may be taken concurrently). Offered: Fall, Spring.

LEA 101 • Personal Mission and Leadership Development 2 Credits

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

Offered: Fall, Spring.

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

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

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

MAT 124M • Calculus 1 4 Credits

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

Prerequisites: Placement at MAT 124M on the Math and Computer Science department placement exam; MAT 121M, concurrent enrollment in MAT 122, or equivalent high school or college course(s). Offered: Fall, Spring. Special Notes: For Placement information, see: <https://www.bethel.edu/undergrad/academics/math/cs/placement-exams/>

POS 100 • American Politics and Government 4 Credits

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

Offered: Fall, Spring.

PSY 101 • Introduction to Psychology I 2 Credits

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

Offered: Fall, Spring, Summer.

PSY 102 • Introduction to Psychology 2 2 Credits

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

Offered: Fall, Spring, Summer.

PSY 215 • Social Psychology 4 Credits

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

Prerequisites: PSY 101. Offered: Fall, Spring.

Student Resources

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

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

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