



INSTITUTE *of* PASTORAL STUDIES

CURRICULUM PLANNING WORKSHEET CERTIFICATE IN CHURCH MANANGEMENT

Student: _____	Date of Entry into IPS: _____
Transferred Credits: _____	Projected Date of Completion: _____

Course No. & Title	Semester Anticipated	Semester Taken	Credits
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Writing Requirement ¹

IPS 400 Introduction to Graduate and Professional Writing			0
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The Graduate Certificate in Church Management requires two IPS courses (6 credit hours) and three Quinlan courses (9 credit hours), for a total of 15 hours.

IPS Curriculum (6 hrs)

			3
			3

** The two IPS courses will be chosen in consultation with the academic advisor.*

Business Curriculum (9 hrs)

			3
			3
			3

** The decision concerning which courses to take at the Quinlan School of Business will be determined according to each student's experience in consultation with their academic advisor and the Assoc. Dean for Programs at the Quinlan School of Business. There are, however, guidelines that will ensure that each student is well formed in the areas of accounting and management. Unless there is some previous experience that makes such a course of study redundant, all students will take ACCT 400 (Financial Accounting for Business Decisions). Additionally, students will choose one of three courses included in the "Business Core Set": HRER 417 (Managing and Motivating in the Workplace), MARK 460 (Marketing Management), or HRER 430 (Organization Development). Finally, students will choose one elective course from among the many graduate courses offered in consultation with their academic advisor and the Assoc. Dean of Programs at the Quinlan School of Business.*

Total Credits

Prepared By	Date	Notes

¹ If required at the time of admission