



**COLLEGE OF THEOLOGY
& CHRISTIAN MINISTRIES**
NORTHWEST NAZARENE UNIVERSITY

ONLINE COURSE OF STUDY (COS) PROGRAM MODULE/COURSE REGISTRATION POLICY

In order to help all current and future COS students succeed in their work, the following registration policy has been implemented by the Course of Study Program:

1. A new student to our program may register or enroll in one (1) COS module/course per session. This allows the student to adjust to online learning, the specific nuances of the course management system, the “rhythms” of our COS modules/courses, and balancing church, study, and work responsibilities.
2. A returning student to our program may register or enroll in one (1) or two (2) COS modules/courses per session, as long as prior work in the program has been completed satisfactorily (a minimum GPA of 2.30). Those with a GPA below that threshold will be permitted to enroll in only one (1) COS module/course per session.
4. A returning student to our program who has received unsatisfactory grades (a D+ or lower) for three (3) consecutive COS modules/courses may only register or enroll in one (1) COS module/course per session until that student demonstrates adequate ability to succeed in his/her work (i.e., a grade of C+ or above).
3. Neither a returning student nor a new student may register or enroll in more than two (2) COS modules/courses per session, as past performance has indicated that students have usually not been successful in their work when enrolled in three or more modules/courses per session.
5. If unusual circumstances may call for an exception, and if a reasonable plan that could help a student succeed can be implemented, then such an exception may be requested from the Director of the COS Program. Such a request would need to come from the student and be supported either by the chair or secretary of the student’s District Ministerial Studies Board (or Board of Ministry) or by the district superintendent, who would (a) offer some rationale for the request and (b) describe the support that would be provided to assist in the student’s successful completion of the module/course work. This request (including the district support of that request) would need to be received by the Director of the COS Program at least one week before the close of a session’s registration.