

# SEMINARY STUDENT HANDBOOK

## 2024-25 Academic Year



On behalf of our faculty and staff, welcome to Briercrest Seminary! We are delighted you have chosen to join our community of learning.

As the Dean of the Seminary, my role is to lead our faculty in carrying out our part of the mission of Briercrest to educate disciples, equip the Church, and engage our world. I am here, in conjunction with our Program Coordinators, to provide support and encouragement as you pursue your academic goals.

This handbook is designed to assist you. It provides helpful information about a variety of Seminary student needs: contact information, format guides for writing papers, and links to important documents and key dates, among other things, are all contained in this one resource.

If you are not finding answers to your questions, our faculty and staff will be eager to help. Additionally, if I can assist in any way, please do not hesitate to reach out.

Blessings,

Jason Mills, PhD  
Dean of Briercrest Seminary

Dear beloved brothers and sisters,

It warms my heart to see that you have found your way to Briercrest Seminary and have decided to embark on this educational journey. Our Seminary is a true testament to God's grace, and we have been privileged to play a significant role in the growth and development of churches across Canada and beyond. I am confident that your time here will be a pivotal moment in your journey, and that God will use it for His purposes.



At Briercrest Seminary, we are dedicated to helping you find your calling and to equip you to fulfill it. Our curriculum is designed to not only deepen your knowledge of the Bible, but also to mold you into a servant leader. You will learn to express your faith with boldness and to share the Good News of Jesus Christ with confidence. I am sure that throughout your studies, you will be rewarded and blessed as you draw closer to God.

Please know that we are here to support you every step of the way. If you have any questions or concerns, please do not hesitate to reach out to me or any of our faculty and staff.

You can find my office in room S108 in the Seminary wing. I am excited to connect with each one of you and to be a part of your journey here at Briercrest Seminary. My prayer for you is that your time here will be filled with growth, transformation, and blessings.

With love and blessings,

정연주

Samuel Jung  
Seminary Enrollment Services Coordinator

## CONTACT INFORMATION

### Academic Services

General Inquiries | [academicservices@briercrest.ca](mailto:academicservices@briercrest.ca)

Dustin Unger | Registrar | [registrar@briercrest.ca](mailto:registrar@briercrest.ca)

Shirley Entz | Administrative Assistant – Registration | [sentz@briercrest.ca](mailto:sentz@briercrest.ca)

Kathy Brandt | Student Financial Advisor | [studentfinance@briercrest.ca](mailto:studentfinance@briercrest.ca)

### 2024-25 Program Coordinators

Leadership Certification | Ellen Duffield | [ellenduffield@briercrest.ca](mailto:ellenduffield@briercrest.ca)

Certificate of the Seminary | Samuel Jung | [sjung@briercrest.ca](mailto:sjung@briercrest.ca)

MCM and MDiv | Dr. Blayne Banting | [bbanting@briercrest.ca](mailto:bbanting@briercrest.ca)

MC and MAMFT | Dr. Margaret Clarke, Department Head | [mclarke@briercrest.ca](mailto:mclarke@briercrest.ca)

MALM | Ellen Duffield | [ellenduffield@briercrest.ca](mailto:ellenduffield@briercrest.ca)

MATS | Dr. Joel Houston | [jhouston@briercrest.ca](mailto:jhouston@briercrest.ca)

MABLE | Dr. David Miller | [dmiller@briercrest.ca](mailto:dmiller@briercrest.ca)

### Seminary Office

Dr. Jason Mills | Seminary Dean | [jmills@briercrest.ca](mailto:jmills@briercrest.ca)

Dochelle Knowles | Administrative Assistant | [dknowles@briercrest.ca](mailto:dknowles@briercrest.ca)

Samuel Jung | Seminary Enrollment Services Coordinator | [seminaryenrollment@briercrest.ca](mailto:seminaryenrollment@briercrest.ca) |  
306.801.4683

### Library and Bookstore

Library General Inquiries | [library@briercrest.ca](mailto:library@briercrest.ca)

Bookstore General Inquiries | [bookstore@briercrest.ca](mailto:bookstore@briercrest.ca)

### Counselling Centre

General Inquiries | [ccentre@briercrest.ca](mailto:ccentre@briercrest.ca)

### Paul E. Magnus Centre for Leadership Studies

General Inquiries | [leadershipcentre@briercrest.ca](mailto:leadershipcentre@briercrest.ca)

Co-Vocational Canada | [www.briercrestseminary.ca/leadershipcentre/co-vocational/](http://www.briercrestseminary.ca/leadershipcentre/co-vocational/)

## IMPORTANT INFORMATION

### Briercrest Live, Canvas, and Microsoft Office Suite

Visit the [MyBriercrest Student Portal](#) to access links in the right sidebar for Briercrest Live, Canvas and Microsoft Office Suite information.

### Seminary Calendar and Policies

The current seminary academic calendar and access to policies can be found [here](#).

### MyBriercrest Forms, Documents, Key Dates and Deadlines

The [Documents](#) section of MyBriercrest is home to:

- Format guides and paper templates
- Research project syllabi and request forms
- Internship, Experiential Integration and Experiential Ministry Concentration syllabi
- Research Ethics Board information and documents
- Other academic forms

Key dates and deadlines can be found [here](#).

### Graduation Information

Graduation information, including the Graduation Application, can be found in the [Graduation](#) section of MyBriercrest.

### Library and Bookstore Information

Library information, including the services available in the library, library database access, and services available to off-campus students, can be found [here](#).

For information on textbook orders and purchases, including the option to have textbooks shipped, visit the [Bookstore](#) page.

### Finance Information

The [finance](#) page of the website provides links to helpful information related to:

- Tuition and fees
- Payment information
- Scholarships and bursaries

- Student loans
- International student financial requirements

## A Note on Format Guides

Counselling and Marriage and Family Therapy students can expect to use the [APA Format Guide](#) for all courses in their major. For all other courses, it is best to consult with the professor directly if a preference is not stated explicitly in the syllabus.

## On-Campus Accommodations

Explore our various on-campus accommodation options [here](#).

## Perks of Being a Seminary Student

- Students who register for and complete 9 credit hours or more in one semester may audit a course for \$100 in same semester or the semester immediately following.
- Students who have taken 12 credit hours in a given semester are eligible to audit a course for free during the same or the two following semesters.
- Students may audit a course they have already taken for credit for free at any time. Permission must be granted by both the professor and the registrar. A request should be submitted to Academic Services. The Seminary reserves the right to limit or not allow free audits in certain circumstances. An audit of this kind will not appear on a transcript.
- Spouses can attend (audit) any course you are taking for credit at no charge provided there is enough space. The course will not appear on an academic record.
- Married students whose spouse is taking a full-time course load (9 credits/semester) can apply for a 40% reduction on courses taken during that same semester. The reduction will be applied to the receiving student's account at the end of the semester. Details and application forms are available on the [Scholarships and Bursaries](#) section of the website.

Please note: You are responsible to apply for discounts and for 'free audit' registration.

## STUDENT LIFE COVENANT

Students of Briercrest Seminary are part of a diverse community of Christ-followers: students, faculty, staff, and external partners. Students themselves live in different circumstances. Some live on campus while others remain within their respective communities and either commute for on-campus modular classes or take classes online. Our seminary is proudly international and includes students who come from various areas of the world. We are also an interdenominational seminary with students from various church traditions.

Although we celebrate this diversity, we recognize that Briercrest is not an abstract community of Christians. It has a particular history and calling in theological education and to this end it is necessary to identify aspects of conduct that will shape and inform a set of expectations for student life within the seminary community. In defining these areas of student life expectation, we do not intend to reduce the character of our community to mere contractual obligations. Rather, our purpose is to provide a clear sense of how we as a community understand some of the main contours of Christian character and behavior as we live together.

Seminary students are expected to conduct their lives in an exemplary way that supports the principles and practices that follow. Included in this, seminary students will recognize the broader biblical injunction to abstain from behavior that sets an inappropriate example.

Seminary students are also expected to establish the spiritual disciplines needed to maintain and promote a relationship with God, which is essential to effective service to Christ. This includes such practices as prayer, Bible study, corporate worship, stewardship, and faithful Christian witness. Seminary students are to attend regularly and participate faithfully in a church whose beliefs are consistent with what is believed and taught within Briercrest Seminary.

Moreover, because of our commitment to Christ and our identity as an educational community, we affirm the following guiding principles as central to our life together. Signatories are expected to conduct themselves in the light of these principles:

- We view learning and the pursuit of truth as a Christian calling.
- We believe that life is sacred, and people have worth because they are created in God's image.
- We believe that our relationships should reflect our connection in the body of Christ.
- We believe our minds and bodies should be used in God-honouring ways.
- We believe that marriage is a covenant instituted by God to be marked by a loving, lifelong union of one man and one woman for the purpose of bringing glory to God.
- We view sexuality as one of God's good gifts, to be enjoyed exclusively in the context of the covenant of marriage between a male and a female to the exclusion of all others.
- We value the wise stewardship of resources.
- We believe that maturity calls for us to exercise discretion in our behaviours.

- We believe that everyone should be treated with equal respect and care regardless of race, ethnicity, age, or disability.

Without limiting the spirit of these expectations and principles, Briercrest Seminary will not condone conduct such as the following in any context:

- dishonesty and deceit in personal or business relationships, including plagiarism and other forms of academic dishonesty
- theft or fraud
- addictive and destructive behaviours as related to substance abuse, alcohol, or gambling
- verbal or physical abuse
- slander and other breaches of trust or confidence
- the possession and use of pornographic material
- sexual and other forms of assault, exploitation, harassment, or abuse
- sexual immorality (i.e., any form of interpersonal sexual activity conducted outside of a church or civil ceremony sanctioned monogamous, heterosexual marriage)
- any criminal activity

Such conduct on the part of a seminary student is just cause for disciplinary action, up to and including immediate dismissal. It should be understood, however, that this statement of expectations will not be used to create or maintain a climate characterized by inordinate intrusion, suspicion, or gossip.

Briercrest Seminary is committed to pursuing disciplinary action in an atmosphere of trust and mutual accountability, with the aim of bringing responsible restoration and reconciliation whenever possible.