

# **Cornerstone Christian university**

**Maitland, FL**

## **School of Christian Leadership and Management**

### **Bachelor of Arts in Christian Leadership and Management (LMGT.B)**

**Field experience may be credited as practicum and Prior Learning may be applied as credits.**

**100% online and class starts monthly**

This is 120 credit hours of Bachelor program in Leadership and Management. Completing this track will lead to a Bachelor of Arts Degree in Christian Leadership and Management.

The purpose Bachelor of Arts Degree in Leadership and Management (LMGT.B) program is to provide the candidate with an advanced competencies and business Leadership with management insights through the teaching, preparation and observation for those actively involved in Christian leadership and Management. Cornerstone focuses on knowledge and understanding rather the actual degree itself. For this purpose, CCU's requirements and standards are slightly higher without any additional cost to you. From the start of your first course up to your graduation, you'll know you have some great knowledge under your belt and you'll be proud of your degree.

Graduates of the Christian Leadership and management will be prepared to:

- Demonstrate an advanced understanding and integration of Leadership and management in relation to the biblical, academic, and related disciplines.
- Articulate and apply a comprehensive and critical philosophy of business administration and management.
- Demonstrate advanced competencies in the areas of critical thinking, Research and Writing, business administration, biblical communication, management/leadership, and Commission Strategies.
- Plan, implement, and critically evaluate major undertakings toward the fulfillment of the goals objectives.
- Evaluate personal, spiritual, and professional development and design a plan for lifelong learning.

#### **Please follow these Steps to Registration**

##### **1. Application**

Obtain an admission package as stated above. Complete all forms entirely as applicable and include a check, Money Order, or credit card information for the amount of \$50.00 fee. Online Application Process their credit card online. Incomplete application will not be reviewed or process. No exception!

## **2. Admission Requirements**

1. Complete official application and Non-refundable application fee of \$50.00 in US dollar;
2. Earned a High School Diploma or its equivalent;
3. Official transcripts and other documents showing completion of a High School or its equivalence;
4. A letter of intent (the letter of intent should indicate how you will be paying your school);
5. Two letters of recommendation (one professional and one academic);
6. A resume indicating applicant's work history and at least two professional recommendations (if any);
7. Privacy right acknowledgement (supplies by CCU)
8. Payment agreement form (from CCU)
9. A clear head shot for picture ID;
10. Proficient in the English Language via the letter of intent and interview.

**Note: The Admissions Committee considers many factors when reviewing an admissions application. Among those factors are work experience, grade point average (2.75 on a 4-point scale or 6.0 on a 10-point scale) in previous academic work, professional references, ability to pay for your school, and performance in prerequisite courses in the master. For students whose GPA is lower than 2.75 (or 6.0), and who have 5 or more years of professional experience, the Admissions Committee will consider the quality and diversity of work history to determine their eligibility for admission.**

**Denial of Admission:** Applicants may be denied admission when evidence displays that the applicant:

- Is not qualified or is under-prepared to pursue a graduate degree.
- Engages in behavior contrary to the codes of the university.
- Has submitted fraudulent information or documents.
- Displays unstable emotional health.

### **Evaluation**

After receiving your complete application along with other admissions required forms, including the nonrefundable application fee, copies of your documents; the applicant will be evaluated for admission.

**If the request for admission is accepted, the applicant will be schedule for an interview/orientation. This interview orientation will be the final point that culminates your admission. During the interview, we'll determine if you are the right candidate to attend CCU.**

### **Class Enrollment Payments**

Any time you have to make any payment to Cornerstone Christian University, you can do it in person, by mail, or authorizing the debit in your major international credit card.

#### **In Person**

You can pay in cash, personal check, money order, or Credit Card at our Admissions Office. The Admissions Office is located at our headquarters facility, 555 Winderly Place, Maitland, Florida, USA.

### **By Mail**

You can pay in personal check or money order, sending the payment by mail to our Admissions Office listed above. The check or money order must be payable in the United States, in US Dollars, to Cornerstone Christian University, Inc.

The Admissions Office is located at our headquarters facility, 6630 N. Orange Blossom Trail at Orlando, Florida, USA. Go to Headquarters page for directions. Go to Headquarters page for directions.

### **By Credit Card**

You can authorize the debit from your national or international American Express, Visa, Master Card, or debit card, using the Online Registration form under Admissions. You'll complete and a credit Authorization Form, authorizing CCU to charge your credit card on a specific date of each month.

This is the Online Registration Process by which you can send a Class Enrollment Form in order to enroll in a Classroom Course of Cornerstone Christian University.

For us to accept your enrollment, it is required that you have already been accepted as our Student and you already have a Student Number.

You understand that for this enrollment to be accepted you have to pay the corresponding Tuition at our Admissions Office or online, until at least one week before the beginning of the first session of the course.

More information about sending the payment, you can have at the Payments page.

Please, click on the button bellow to pop-up the Class Enrollment Form.

This process is for a Classroom Course. You can also go to the University without leaving your home, using the Distant Learning Class process or the Online Class process.

As soon as you have signed the agreement documents, you are ready to start. You can now enroll in any class you want, according to the program you have chosen. You can enroll in classroom courses or in distant learning courses. You may found the information you need at the Registration Class Enrollment, Distant Learning Class, or Online Class pages.

## **Courses and descriptions**

**Courses, contents, syllabus, course numbers and courses name may be changed without prior notice to the students.**

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|--|----------|
| 1. ENG101 Essentials College English I                       | (3-hour) |
| 2. ENG102 Essentials College English II                      | (3-hour) |
| 3. MLD103 Management and Leadership                          | (3-hour) |
| 4. BUS113 Introduction to Business                           | (3-hour) |
| 5. ORG123 Understanding Organization I                       | (3-hour) |
| 6. MKT133 Integrated Marketing Communication                 | (3-hour) |
| 7. LDS143 Strategic Leadership I                             | (3-hour) |
| 8. MGT153 Understanding and Managing Organizational Behavior | (3-hour) |
| 9. MGT163 Understanding Organization II                      | (3-hour) |
| 10. BPR173 Mastering Public Relations                        | (3-hour) |
| 11. PMK183 Principles of Marketing                           | (3-hour) |

12. CKG193 The influence of Critical Thinking	(3-hour)
13. BUS203 The Business Ethics Workshop	(3-hour)
14. ENT213 Interpersonal Skill of Entrepreneurs	(3-hour)
15. MGT223 Management And Leadership I	(3-hour)
16. BSL233 Strategic Leadership II	(3-hour)
17. LDS243 The Art of Leadership	(3-hour)
18. HRM253 Human Resource Management	(3-hour)
19. MSM263 Mastering Strategic Management	(3-hour)
20. LSD273 Emotional Intelligence	(3-hour)
21. MGT283 Management Basics	(3-hour)
22. MGT293 Effective Management Decision Making	(3-hour)
23. BUS303 Business Ethics	(3-hour)
24. PMG313 Principles of Management	(3-hour)
25. MGT323 Management And Leadership II	(3-hour)
26. PLD333 Project Leadership	(3-hour)
27. LDS343 Leadership that Matters	(3-hour)
28. MGT353 The Myths and Realities of Teamwork	(3-hour)
29. BPR363 Mastering Public Relations	(3-hour)
30. PMK373 Principles of Marketing	(3-hour)
31. BHR383 Human Relation	(3-hour)
32. MGT393 Leading from the middle	(3-hour)
33. POM403 Principles of Management	(3-hour)
34. BUS423 Law for Entrepreneurs	(3-hour)
35. MGT433 Marketing Management in the 21 Century	(3-hour)
36. MSM453 Mastering Strategic Management	(3-hour)
37. LDS463 Feeding and Leading Leadership I	(3-hour)
38. LDS473 Feeding and Leading Leadership II	(3-hour)
39. 483 Maxwell Leadership	(3-hour)
40. 493 Irrefutable Laws of Leadership	(3-hour)

### Course and course description

**Note: Course content may be changed, term to term, without notice. The information below is provided as a guide for course selection and is not binding in any form, and should not be used to purchase course materials. This program assumes that candidate has already completed their general education or part of. Otherwise, additional classes may be required to satisfy the academic requirement for the associate degree program.**

**1. ENG101 Essential College English I (3-hour)**

Course Number: 101

Course Description: This course designed to help students develop the essential skills and provide the information you need to succeed in college. This is not a textbook full of theory and extensive detail that merely discusses student success; rather, this is a how-to manual for succeeding in college. The book provides realistic, practical guidance ranging from study skills to personal health, from test taking to completing this course.

<p><b>2. ENG102 Essential College English II (3-hour)</b>  Course Description: Writing is often a challenge. If you were ever challenged to express yourself via the written word, this course is for you. Writing for Success is a text that provides instruction in steps, builds writing, reading, and critical thinking, and combines comprehensive grammar review with an introduction to paragraph writing and composition. Beginning with the sentence and its essential elements, this course addresses each concept with clear, concise, and effective examples that are immediately reinforced with exercises and opportunities to demonstrate learning.</p>
<p><b>3. MGL103 Management and Leadership (3-hour)</b>  Course Description: This course- Introduction to Communication is designed to squarely emphasize media technology. This course is a compelling, historical narrative sketching the *ongoing evolution* of media technology and how that technology shapes and is shaped by culture — and that is what he set out to deliver with his new textbook. Today’s students are immersed in media technology. They live in a world of cell phones, smart phones, video games, iPods, laptops, Facebook, Twitter, Four Square, and more. They fully expect that new technology will be developed tomorrow. Yet students often lack an historical perspective on media technology.</p>
<p><b>4. BUS113 Introduction to Business (3-hour)</b>  Course Text: Leadership That Matters”: The Critical Factors for Making a Difference in People's Lives and Organizations' Success [Paperback] Marshall Sashkin, Molly G Sashkin  Course Description: This course gives the student understanding of Leadership that matters; promotes leadership that not only improves productivity and performance but also makes a positive difference in the lives of organization members. "Transformational leadership" is based on three personal characteristics, as well as on the organization's culture.</p>
<p><b>5. ORG123 Understanding Organization I (3-hour)</b>  Course Text: The 21 Irrefutable Laws of Leadership by John C. Maxwell  Description: This course gives the student understanding of the Laws of Leadership that have sharpened, two new Laws of Leadership, new evaluation tool will reveal your leadership strengths-and weaknesses, and new application exercises that will help you grow as a leader</p>
<p><b>6. MKT133 Integrated Marketing Communication (3-hour)</b>  Course Text: Leadership Handbook of Management and Administration by James D. Berkley  <b>Description:</b> This course gives the student substantial resources to pastors and church leaders practical insight into the daily issues of running a church. This course covers the full spectrum of ministry practice. Students will learn about perennial topics such as time management, negotiating the terms of a call, handling crisis and conflict, hiring and managing staff, conducting special fund drives, spending church money, and dealing with tax and law considerations.</p>
<p><b>7. LDS143 Strategic Leadership I (3-hour)</b>  Examines the literature on personal leadership development, biblically and in contemporary contexts, with application to the task of leading the church or Christian agencies into evangelistic effectiveness. Special attention will be given to devise or revise the mission and vision of a Christian organization seeking to be missional. (2 credit hours)</p>
<p><b>8. MGT153 Understanding and Managing Organizational Behavior (3-hour)</b>  Course Text: Principles of Management, v. 2.0  By: Mason Carpenter, Talya Bauer, Berrin Erdogan and Jeremy Short  Description: Principles of Management show students how leaders and leadership are essential to personal and organizational effectiveness and effective organizational change. Students are increasingly active as leaders at an early age, and are sometimes painfully aware of the</p>

leadership failings they see in public and private organizations. It is the leader and leadership that combine the principles of management (the artist's palette, tools, and techniques) to create the art of management.

**9. MGT163 Understanding Organization II (3-hour)**

Explores dimensions of personal leadership development and evangelistic leadership competencies. Overviews Biblical foundations and spiritual disciplines for effective and God centered leadership. Uses various personality, temperament and assessment tools and examines developmental perspectives on leadership over the lifespan.

**10. BPR173 Mastering Public Relations (3-hour)**

**Description:** This course combined the experience of two well-experience, Kurt Heisinger and Joe Ben Hoyle to bring the students the knowledge needed to compete in the 21-century market. Student learning styles continue to evolve as we move into the twenty-first century. Students want to learn accounting in the most efficient way possible, balancing coursework with personal schedules. They tend to focus on their studies in short intense segments between jobs, classes, and family commitments.

**11. PMK183 Principles of Marketing (3-hour)**

**Description:** For a course such as financial accounting, each subject should relate in some manner to the real world of business. Therefore, every chapter includes a discussion with a successful investment analyst about the material that has been presented. This expert provides an honest and open assessment of financial accounting straight from the daily world of high finance and serious business decisions. Every question, every answer, and every topic need to connect directly to the world we all face. Students should always be curious about the relevance of every aspect of a textbook's coverage.

**12. CKG193 The influence of critical thinking (3-hour)**

**Description:** This course presents current and future insights to general managers who have or will have overall responsibility for a business. The course provides a set of frameworks, tools, and concepts to build this capability. The goal of the book is to provide insights into organizations and strategy that will help general managers make strategic thinking in their firms pervasive, effective, and rewarding.

**13. BUS203 The Business Ethics Workshop (3-hour)**

**Description:** This course provides a broad overview of key topics on and important trends affecting governance and management of nonprofit organizations, including the scope and structure of the nonprofit sector, leadership of nonprofits, managing the nonprofit organization, fundraising, earned income strategies, and financial management, nonprofit lobbying and advocacy, managing international and global organizations, and social entrepreneurship. This course designed specifically for students, Nonprofit Management integrates research, theory, and the practitioner literature, and includes more information than is found in the more prescriptive, practitioner-oriented alternatives.

**14. ENT213 Interpersonal Skill of Entrepreneurs (3-hour)**

**Description:** This course presents to students the raw realities of modern work environments require a high level of intuition and judgment over and above scientific methodology alone. This course sets out the hard learnt experience of those who work in the field and present how to develop and look after themselves as an individual manager; how to make operations happen and work successfully; how to develop a high performance team around you. This course has many important messages for new managers, enabling them to survive and eventually flourish whilst guiding more experienced Directors to secure the holy grail of truly exceptional performance.

The course has equal relevance to those in the public, private and voluntary sector who have to translate strategy into action.

**15. MGT223 Management And Leadership I (3-hour)**

Description: Scarcely a day goes by without revelations of an organizational scandal in business, government, or other institutions. Students and employees-employers are all constantly faced with ethical decisions, and the choices we make determine success or failure in our careers. This course shows how they can develop ethical expertise, just as they develop their abilities to manage or oversee operations. This *Practical course* provides opportunities for students to practice problem-solving and to defend their decisions.

**16. BSL233 Strategic Leadership II (3-hour)**

**Description:** Description: This course mastering Public Relations that provides an executive overview of the field of public relations with a focus on what managers need to know to master the function quickly and effectively. This course further bear on the topic of public relations management their research and academic knowledge in the areas of business management and strategy, mass communication, marketing, public relations, organizational communication, journalism, ethics, and public opinion along with years of professional experience in managing public relations.

**17. LDS243 The Art of Leadership (3-hour)**

**Description:** This course teaches ethics and social responsibility which follows on the sustainability notion of the broader importance of ethics and social responsibility in creating successful organizations. The authors make consistent references to ethical situations throughout chapter coverage, and end of chapter material in most chapters will encompass ethical situations.

**18. HRM253 Human Resource Management (3-hour)**

**Description:** The study and understanding of human relations can help students in their workplace, and as a result, assist them in achieving career success. The better their human relations, the more likely they are to grow both professionally and individually. Knowing how to get along with others, resolve workplace conflict, manage relationships, communicate well, and make good decisions are all skills we will discuss throughout the book.

**19. MSM263 Mastering Strategic Management (3-hour)**

Explores models and principles of change leadership, leading organizations, building teams, handling conflict, and fostering entrepreneurial environments. Examines the leadership literature on these issues. Utilizes case studies and group experiences. (4 credit hours)

**20. LSD273 Emotional Intelligence (3-hour)**

This course “Principles of Management” shows students how leaders and leadership are essential to personal and organizational effectiveness and effective organizational change. Students are increasingly active as leaders at an early age, and are sometimes painfully aware of the leadership failings they see in public and private organizations. It is the leader and leadership that combine the principles of management (the artist’s palette, tools, and techniques) to create the art of management.

**21. MGT283 Management Basics (3-hour)**

Advanced outdoor ministry course that seeks to apply previous course work through providing supervisory leadership of a significant area of a camp ministry. Various applications will be studies, including ministries to children, teens, young adults, and families. Principles, competencies and dynamics of leadership, and leadership development will be applied. Special

emphasis is placed on using outdoor ministries to develop leaders for the Church and society worldwide.

**22. MGT293 Effective Management Decision Making (3-hour)**

**Description:** This course teaches the foundations of business law **which** provides students with context and essential concepts across a broad range of legal issues with which managers and business executives must grapple. The text provides the vocabulary and legal savvy necessary for business people to talk in an educated way to their customers, employees, suppliers, government officials — and to their own lawyers.

**23. BUS303 Business Ethics (3-hour)**

**Description:** This course is interactive exercises for hands-on learning, and discussion questions for critical thought. Additionally, each chapter presents "A Question of Ethics" section, which contains real world ethical dilemmas relevant to the topic under study. These videos, exercises, discussion questions, and ethics sections all provide opportunities for students to apply concepts that they are learning in the context of relevant LEB topics that shape or restrain actual decision-makers' actions. It's real world practice in the safety of the classroom environment.

**24. PMG313 Principles of Management (3-hour)**

**Description:** This course discusses Human Resource Management (HRM) in comprehensible terms, staffing, compensation, retention, training, to employment law and policies side of the business. This course will further helps the students learn the skills of Human Resource Management and the strategic human resource management plan.

**25. MGT323 Management And Leadership II (pdfd) (3-hour)**

**Description:** Teaching the strategic management course can be a challenge for many professors. In most business schools, strategic management is a "capstone" course that requires students to draw on insights from various functional courses they have completed (such as marketing, finance, and accounting) in order to understand how top executives make the strategic decisions that drive whether organizations succeed or fail. Although students have taken these functional courses, many students have very little experience with major organizational choices. It is this inexperience that can undermine many students' engagement in the course.

**26. BMG333 Project Leadership (3-hour)**

**Description:** This course explains how the law has different meanings as well as different functions. Philosophers have considered issues of justice and law for centuries, and several different approaches, or schools of legal thought, have emerged. This course will look at those different meanings and approaches and will consider how social and political dynamics interact with the ideas that animate the various schools of legal thought. It will also look at typical sources of "positive law" in the United States and how some of those sources have priority over others, and we will set out some basic differences between the US legal system and other legal systems.

**27. LDS343 Leadership that Matters (3-hour)**

This course provides its contents with a sense of the intellectual excitement of the field and an appreciation for the gains it has made, as well as an awareness of the challenges that lie ahead. To ensure students realize that economics is a unified discipline and not a bewildering array of seemingly unrelated topics, this course develop the presentation of microeconomics and of macroeconomics around integrating themes. The integrating theme for microeconomics is the marginal decision rule, a simple approach to choices that maximize the value of some objective.

**28. MGT353 The Myths and Realities of Teamwork (3-hour)**

**Description:** This course- Introduction to Communication is designed to squarely emphasize media technology. This course is a compelling, historical narrative sketching the \*ongoing



evolution\* of media technology and how that technology shapes and is shaped by culture — and that is what he set out to deliver with his new textbook. Today’s students are immersed in media technology. They live in a world of cell phones, smart phones, video games, iPods, laptops, Facebook, Twitter, Four Square, and more. They fully expect that new technology will be developed tomorrow. Yet students often lack an historical perspective on media technology.

**29. BPR363 Mastering Public Relations (3 Hours)**

Description: This course gives the student understanding of Leadership that matters; promotes leadership that not only improves productivity and performance but also makes a positive difference in the lives of organization members. "Transformational leadership" is based on three personal characteristics, as well as on the organization's culture.

**30. PMK373 Principles of Marketing (3 Hours)**

Course Text: The 21 Irrefutable Laws of Leadership by John C. Maxwell

Description: This course gives the student understanding of the Laws of Leadership that have sharpened, two new Laws of Leadership, new evaluation tool will reveal your leadership strengths-and weaknesses, and new application exercises that will help you grow as a leader

**31. BPR363 BHR383 Human Relation (3-hour)**

Course Text: Leadership Handbook of Management and Administration by James D. Berkley

**Description:** This course gives the student substantial resources to pastors and church leaders practical insight into the daily issues of running a church. This course covers the full spectrum of ministry practice. Students will learn about perennial topics such as time management, negotiating the terms of a call, handling crisis and conflict, hiring and managing staff, conducting special fund drives, spending church money, and dealing with tax and law considerations.

**32. MGT393 Leading from the middle (3-hour)**

Examines the literature on personal leadership development, biblically and in contemporary contexts, with application to the task of leading the church or Christian agencies into evangelistic effectiveness. Special attention will be given to devise or revise the mission and vision of a Christian organization seeking to be missional. (2 credit hours)

**33. POM403 Principles of Management (3-hour)**

Description: Principles of Management show students how leaders and leadership are essential to personal and organizational effectiveness and effective organizational change. Students are increasingly active as leaders at an early age, and are sometimes painfully aware of the leadership failings they see in public and private organizations. It is the leader and leadership that combine the principles of management (the artist’s palette, tools, and techniques) to create the art of management.

**34. BUS423 Law for Entrepreneurs (3-hour)**

Explores dimensions of personal leadership development and evangelistic leadership competencies. Overviews Biblical foundations and spiritual disciplines for effective and God centered leadership. Uses various personality, temperament and assessment tools and examines developmental perspectives on leadership over the lifespan.

**35. MGT433 Marketing Management in the 21 Century (3-hour)**

**Description:** This course combined the experience of two well-experience, Kurt Heisinger and Joe Ben Hoyle to bring the students the knowledge needed to compete in the 21-century market. Student learning styles continue to evolve as we move into the twenty-first century. Students want to learn accounting in the most efficient way possible, balancing coursework with personal schedules. They tend to focus on their studies in short intense segments between jobs, classes, and family commitments.

**36. MSM453 Mastering Strategic Management (3-hour)**

**Description:** For a course such as financial accounting, each subject should relate in some manner to the real world of business. Therefore, every chapter includes a discussion with a successful investment analyst about the material that has been presented. This expert provides an honest and open assessment of financial accounting straight from the daily world of high finance and serious business decisions. Every question, every answer, and every topic need to connect directly to the world we all face. Students should always be curious about the relevance of every aspect of a textbook's coverage.

**37. LDS463 Feeding and Leading Leadership I (3-hour)**

**Description:** This course presents current and future insights to general managers who have or will have overall responsibility for a business. The course provides a set of frameworks, tools, and concepts to build this capability. The goal of the book is to provide insights into organizations and strategy that will help general managers make strategic thinking in their firms pervasive, effective, and rewarding.

**38. LDS473 Feeding and Leading Leadership II (3-hour)**

**Description:** This course provides a broad overview of key topics on and important trends affecting governance and management of nonprofit organizations, including the scope and structure of the nonprofit sector, leadership of nonprofits, managing the nonprofit organization, fundraising, earned income strategies, and financial management, nonprofit lobbying and advocacy, managing international and global organizations, and social entrepreneurship. This course designed specifically for students, Nonprofit Management integrates research, theory, and the practitioner literature, and includes more information than is found in the more prescriptive, practitioner-oriented alternatives.

**39. Maxwell Leadership (3-hour)**

**Description:** This course teaches the foundations of business law, **which** provides students with context and essential concepts across a broad range of legal issues with which managers and business executives must grapple. The text provides the vocabulary and legal savvy necessary for business people to talk in an educated way to their customers, employees, suppliers, government officials — and to their own lawyers.

**40. Irrefutable Laws of Leadership (3-hour)**

**Description:** This course teaches the foundations of business law, **which** provides students with context and essential concepts across a broad range of legal issues with which managers and business executives must grapple. The text provides the vocabulary and legal savvy necessary for business people to talk in an educated way to their customers, employees, suppliers, government officials — and to their own lawyers.