

STATE OF NEBRASKA
COORDINATING COMMISSION FOR POSTSECONDARY EDUCATION

**APPLICATION FOR A RECURRENT AUTHORIZATION TO OPERATE A
POSTSECONDARY INSTITUTION IN NEBRASKA**

For Institutions Applying to Establish an Administrative Office

Date: 8/23/2021

Name of Institution: The Pillar Seminary, Inc.

Street Address: 3809 Mason Street

City/State/Zip Code: Omaha, NE 68105

Name of Owner of Institution: Non-Profit

**Owner's Mailing Address (if
different from above):**

Nick Reuting

Name of Contact person:

Director of Finance and Operations

Title:

Telephone Number: 402-881-6211

Fax Number: N/A

E-mail Address: nreuting@pillarseminary.org
www.pillarseminary.org

Web Site for Institution:

Proposed location in Nebraska: Administrative operations

Proposed offerings: Course/s only (list courses below) Program/s
(please provide a copy of the
institutional catalog)

Course/s:
(if not offering a program)

**Programs to be offered and
Awards to be conferred:**

Master of Divinity

Master of Arts in Contextual Leadership

Certificate in Contextual Leadership

Legal Status of the Institution:

- a. Nonprofit (please provide documents of incorporation, and if available §501(c)(3) status documentation, that provide business name and address; names, titles, and business addresses of all principals in the business)
- b. For-profit (please provide documents of incorporation or other legal documents that provide business name and address; names, titles, and business addresses of all principals in the business)

Is ownership: proprietorship, partnership, corporation?

Has the business, a principal officer in the business, or a shareholder with 25% or more ownership interest in the business filed for bankruptcy during the preceding five years? yes no

Please provide the following information in a narrative format. Include copies of pertinent documents where appropriate.

Each numbered, italicized item is a standard identified in state statute. Statutes charge the institution to “demonstrate that it can be maintained and operated in accordance with such standards.” (Neb. Rev. Stat. §85-2406) Each bulleted item should be addressed. Additional information under each numbered item may be included as appropriate to the application.

Institutions applying to offer courses only (not a complete degree program) need only respond to starred (*) items.

1. *The financial soundness of the institution and its capability to fulfill its proposed commitments and sustain its operations*
 - The most recent audited financial statements and a copy of the management letter*
 - Tuition and fees for the most recent academic year or term*
 - Proposed annual budget identifying all sources of income and all categories of educational and general expenditures for the programs in Nebraska
 - Explanation of how the interests of students will be protected if the institution were to discontinue its offerings in Nebraska
 - Student loan default rate and financial responsibility composite score from the U.S. Department of Education (if applicable)

2. *The quality and adequacy of teaching faculty, library services, and support services*
 - Number of faculty teaching in the program/s (course/s*)
 - Qualifications of each faculty member (vitae, resume, or other biographical information)*
 - Library and learning resources*
 - Written agreements with local libraries regarding shared resources
 - Agreements with online libraries or data sources
 - Support services for students such as academic or career advising*

3. *The quality of the programs offered, including courses, programs of instruction, degrees, any necessary clinical placements, and the institution’s ability to generate and sustain enrollment*
 - Curriculum description/s including a list of required and optional courses
 - Course descriptions*
 - Any licensure or certification requirements for the field/s and the way in which the institution will meet them
 - Instructional equipment, especially that required for specific programs*
 - Assurance that the institution will be able to secure clinical placements for students in programs that require them
 - Estimated enrollments and the basis for the estimate*
 - Comparison of the program (or course/s*) with that offered on the main campus or other campuses of the institution (if applicable)

- Relationship between the hours of instruction and the credits awarded*
4. *The specific locations where programs will be offered or planned locations and a demonstration that facilities are adequate at the locations for the programs to be offered*
 - Description of the facility (include a floor plan if this is a new campus)*
 - Copies of leases or facility use agreements*
 5. *Assurances regarding transfer of credits earned in the program to the main campus of such institution [if applicable] and clear and accurate representations about the transferability of credits to other institutions located in Nebraska and elsewhere*
 - Any articulation agreements with Nebraska postsecondary institutions*
 - Any other affiliations with Nebraska postsecondary institutions regarding the transfer of credits, joint use of faculty or facilities, or other supportive relationships*
 6. *Whether such institution and, when appropriate, the programs, are fully accredited, or seeking accreditation, by an accrediting body recognized by the U.S. Department of Education*
 - Name of the body that accredits the institution*
 - Status of institutional accreditation, including the date of the most recent accreditation and any required reports or actions*
 - List of all programmatic accreditations related to the proposed program or courses*
 - Status of all programmatic accreditations, including the date of the most recent accreditation and any required reports or actions*
 7. *The institution's policies and procedures related to students, including, but not limited to, recruiting and admissions practices*
 - Admission requirements for the institution and programs (if different)*
 - Anticipated methods of recruiting students in Nebraska*
 - Loan procedures
 8. *The tuition refund policy for an institution that does not participate in federal financial aid programs described in Title IV of the federal Higher Education Act of 1965 as such act existed on January 1, 2011*
 - Copy of the Title IV Program Participation Agreement with the US Department of Education (for institutions participating in federal financial aid programs) or a copy of the tuition refund policy if not participating in Title IV*

Pillar Seminary Application to Establish an Administrative Office Narrative Responses

Questions 1:

We have attached 3 years of financial statements in a separate document. Our tuition for each semester is a flat rate of \$2500 per semester. Our annual budget is approximately attached in a separate excel file. If Pillar were to discontinue operations, we would work with each individual student to help them find another institution that would accept their credits to transfer. We currently do not have a teach out agreement as we need to be accredited to have one. That is our priority after accreditation is received. We currently do not work with any loans; all our students are either self-funded and/or receive a scholarship.

Question 2:

We currently have 4 instructors Bishop Donnell Moore, Dr. Dan Lowery, Dr. Scott Booth, and Dr. Beth Currier. I have attached their CVs or bios. We are currently working to an agreement for online library services. We Bishop Moore, Dr. Booth, and Dr. Lowery all currently work individually with students regarding career advising. LaRhessa Mays has recently moved into the role of Director of Student Services and does an amazing job working with students are their academic advisor.

Question 3:

We offer three programs, each of which is designed to advance the abilities of ministry leaders progressively and profoundly in Bible and Leadership. The programs build on one another; that is, all credits from one program can be applied to the next. This allows students to set goals and easily transition from one program to another. (Credits can only be applied to one degree.) They are: Certificate in Contextual Leadership (11 Credits), Master of Arts in Contextual Leadership (47 Credits), Master of Divinity (74 Credits). We have attached a File that runs through the credit requirements and classes for each option.

Due to the varied nature of religions that use The Bible as their basis we currently do not offer any individual licensure or certificates. Some sects require particular licensure or certificates and routinely work with students to help them determine the best way to achieve them. We do not require any clinical placement for our programs. The relationship to credit hours and hour of instruction is two credit hours per one hour of instruction.

Question 4:

We are a full online seminary with professors and students around the country and the world. Although we are based out of Omaha, we closed our physical offices due to and at the beginning of the COVID-19 pandemic. We currently operate an administrative office out of our registered agent's office. We do not have a lease for this as it is donated to Pillar by the Director of Finance and Operations who owns and works out of the location.

Question 5:

We currently do not have any articulation agreements with any other Nebraska institutions. We are currently discussing them with outside Nebraska organizations, however receiving accreditation is a requirement. We do however work with any student who approaches us along with the school they want to transfer to facilitate transferring credits.

Question 6:

We have applied for accreditation with Distance Education Accrediting Commission. We are currently awaiting verification of application and will pass that verification along when received. One of the requirements for accreditation is obtaining a state license. This process can take between 1.5 and 2.5 years.

Question 7:

The first requirement for admissions is involvement in ministry. Priority in admissions is given to applicants in active full- or part-time ministry. Prospective students involved in volunteer ministry are valued, welcome, and encouraged as well. A baccalaureate degree is strongly preferred, but not required. An applicant for admission into the MDiv or MA program who does not have a baccalaureate degree, but who meets all other admissions requirements, or an applicant possessing a baccalaureate degree from an unaccredited institution, will receive provisional admission. After completing one year of study (Biblical Narrative 1-2 and Introduction to Contextual Biblical Leadership), and having an interview with a faculty member, the provisional admission may be removed after the student has demonstrated ability to do acceptable graduate work in individual and classroom settings.

Students who are accepted into The Pillar Seminary are given either Full, Provisional, or Conditional acceptance. Full acceptance is admission without further requirements. Provisional acceptance may be granted either in cases where the applicant still needs to submit final official transcripts with graduation date, or students who do not have an accredited baccalaureate degree. Conditional Acceptance may be given to applicants who have been admitted and have special conditions placed on their acceptance and may be denied registration or be subject to possible withdrawal from school if conditions are not met.

We currently use Facebook, a podcast, and seminars for recruiting, as well as word of mouth. We do not offer or discuss loans with current or potential students.

Question 8:

Students may withdraw from a semester up to three weeks after the first day of the Fall or Spring semester without penalty. Students who withdraw from a semester four to six weeks after the first day of the Fall or Spring semester forfeit fifty percent of their tuition. Any student wishing to withdraw after six weeks forfeits their full tuition.

Class Name	Status	Credits	Needed for M.Div.	Needed for Masters	Needed for Certificate
Biblical Narrative 1	Core/Required	4	X	X	X
Biblical Narrative 2	Core/Required	4	X	X	X
Canon in Context 1: Torah	Core/Required	3	X	X	
Canon in Context 2: Writings	Core/Required	3	X	X	
Canon in Context 3: Prophets	Core/Required	3	X	X	
Canon in Context 4: Gospels	Core/Required	3	X	X	
Canon in Context 5: Acts, Epistles, Revelation	Core/Required	3	X	X	
Life and Cultures of the Ancient World	Core/Required	3	X	X	
Introduction to Contextual Biblical Leadership	Core/Required	3	X	X	X
Biblical Leadership in Context 1: Disciple Making	Core/Required	3	X	X	
Biblical Leadership in Context 2: Worship and Membership	Core/Required	3	X	X	
Biblical Leadership in Context 3: Mission and Outreach	Core/Required	3	X	X	
Biblical Leadership in Context 4: Administration	Core/Required	3	X	X	
Capstone: Ethics and Christian Responsibility	Capstone	3	X	X	
Historical Theology: The Creeds	Core/Required	3	X	X	
Pastoral Counseling	Core/Required	3	X		
Hebrew Reading: Introduction to Narrative	Core/Required	3	X		
Hebrew Reading: Advanced Narrative	Core/Required	3	X		
Hebrew Reading: Law	Core/Required	3	X		
Hebrew Reading: Poetry	Core/Required	3	X		
Greek Reading: John and Mark	Core/Required	3	X		
Greek Reading: Matthew	Core/Required	3	X		
Greek Reading: Paul, James, and Jude	Core/Required	3	X		
Greek Reading: Luke, Acts, and Hebrews	Core/Required	3	X		
Bible Lands Trip	Elective	1			