I. Course Description
The purpose of this class is to prepare the student to write an acceptable final paper for the Doctor of Ministry degree. The student will learn the expectations and design of each chapter in the final doctoral paper. The final paper is an academic report of the student’s ministry project. The class will include instruction in academic writing and research.

II. Student Learning Outcomes
As a result of this course, the students will be able to:
2. Develop a research instrument that will properly measure the project goals.
3. Implement their project within their context of ministry.
4. Draw appropriate conclusions based upon their research.
5. Demonstrate the ability to articulate and integrate the foundational topics within the structure of the dissertation.

III. Course Requirements
A. Textbook(s)

Students are also required to download the Writing Handbook for DMin projects. The Writing Handbook can be found by following the link below:


B. Attendance
According to the student handbook, attendance at all class sessions is expected unless the professor has been notified in advance. Any student missing the equivalent of 6 clock hours will be required to do additional work. This policy also includes tardiness.

C. Assignments/Assessment of Student Learning
Since this class is a working seminar, students will be expected to attend scheduled class hours and complete work as assigned. Students should be prepared to
work on assignments in the afternoon for class the following day. The class
schedule is as follows:

<table>
<thead>
<tr>
<th>Day #</th>
<th>Date(s)</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>April 18</td>
<td>8:30am to 12:30pm</td>
</tr>
<tr>
<td>2</td>
<td>April 19</td>
<td>8:30am to 12:30pm</td>
</tr>
<tr>
<td>3</td>
<td>April 20</td>
<td>8:30am to 12:30pm</td>
</tr>
<tr>
<td>4</td>
<td>April 21</td>
<td>8:30am to 12:30pm</td>
</tr>
</tbody>
</table>

1. **Assessment Instrument**
   Students will prepare the first draft of the assessment instrument, due no
   later than 30 days from the last day of class.

2. **Dissertation**
   The completion of the dissertation is the final outcome of the material
   presented in this class. The preliminary approval of the dissertation will be at
   the discretion of the student’s academic adviser, culminating in the final
   approval by the review committee at the student’s scheduled defense.

**Calculation of Grade**
The class is pass/fail.

**Calculation of Grade and Connection of Learning Outcomes**

<table>
<thead>
<tr>
<th>Assignments</th>
<th>Student Learning Outcomes</th>
<th>Percent of Final Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>Assessment Instrument</td>
<td>1,2,3,4</td>
<td>Pass/Fail</td>
</tr>
<tr>
<td>Dissertation</td>
<td>1,2,3,4,5</td>
<td>Pass/Fail</td>
</tr>
</tbody>
</table>

**IV. Seminary Guidelines**

**A. ATS Academic Integrity Policy**
Ashland Theological Seminary seeks to model servant leadership derived from
biblical standards of honesty and integrity. We desire to encourage, develop, and
sustain men and women of character who will exemplify these biblical qualities in
their ministry to the church and the world. As members of the seminary community,
students are expected to hold themselves to the highest standards of academic,
personal, and social integrity. All students, therefore, are expected to abide by the
academic integrity standards outlined in the Student Handbook.

**B. Academic Support Services**
If you need assistance with writing projects for your coursework, contact the ATS
Academic Support Center. The center provides free sessions with a peer
consultant who can help you with all of your concerns about academic support
including writing, critical thinking, documentation, reading skills, study skills, test taking skills, time management. Contact the center if you have a question about how to complete your assignment, if you have documentation questions, or if you would like to have your paper evaluated for areas needing improvement. The ATS Academic Support Center can be reached at 419-289-5162 or by e-mail at atswc@ashland.edu.

C. Students with Disabilities
Ashland University makes every effort to comply with the Americans with Disabilities Act. Students who have a specific physical, psychiatric or learning disability and require accommodations are encouraged to inform their instructors of their needs early in the semester so that learning needs can be appropriately met. It is the student’s responsibility to document the disability with Disability Services in The Center for Academic Support on the 7th floor of the Ashland University Library, (419) 289-5904.