



**UNIVERSITY OF
NORTHWESTERN**
ST. PAUL

OFFICE OF DUAL ENROLLMENT

BIA1005 Spiritual Formation

SPRING 2021

SYLLABUS

Version: OLG v2.5:10/20

University of Northwestern – St. Paul
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BIA1005 Spiritual Formation

University of Northwestern – St. Paul

COURSE DESCRIPTION

The course explores spiritual formation by examining the Scriptures, historic spiritual practices of the Christian faith, and contemporary Christian writings. In doing so, the course provides a foundation for growth in personal discipleship through intellectual engagement and practical application.

Credits: 2

Prerequisites: None

INSTRUCTOR INFORMATION

Please see “Contacting the Instructor” on the course site.

COURSE OUTCOMES

At the end of this course, a successful student will be able to

- CO-1. Examine the Bible’s teachings on the nature of salvation, sin and sanctification, and the role of the Holy Spirit.
- CO-2. Demonstrate knowledge of historic spiritual disciplines and models of faith formation, and recognize key historic figures related to spiritual formation.
- CO-3. Reflect upon their spiritual journey.
- CO-4. Share their spiritual journey with others.
- CO-5. Practice spiritual disciplines.

MATERIALS

Required Textbooks and Materials

Ortberg, John. The Me I Want to Be: Becoming God’s Best Version of You. Grand Rapids: Zondervan, 2010. (ISBN: 978--0--310--27592--3)

Provided by Student

For this course, students will need access to Microsoft Office (available at no cost to students through the University of Northwestern-St. Paul), a PDF reader, and a standard internet browser. Please refer to the Tech Requirements found in the Technology Help section at the top of the course site for the full requirements.

GRADING POLICIES AND PROCEDURES

Course Grade Explanation

Assignments

Discussion Forums

Discussion Forum Responses

Grade Points

360 (12 @ 30 points each)

36 (9 @ 4 points each)

Spiritual Formation Exercises Journal, Weeks #2--6	99
Spiritual Formation Exercises Journal, Weeks #7--13	140
Midterm Examination	80
Final Examination	80
Gospel Tract Paper	80
My Doubts and Fears Paper	50
Final Essay Paper	<u>75</u>
	Total 1000

Grading Scale Percentages

A	≥ 93	B	≥ 83	C	≥ 73	D	≥ 63
A-	≥ 90	B-	≥ 80	C-	≥ 70	D-	≥ 60
B+	≥ 87	C+	≥ 77	D+	≥ 67	F	< 60

Late Work

All assignments are due on time, stipulated each week in the course syllabus and Moodle site. Students are responsible for meeting assignment deadlines. Students must contact the professor ahead of time via email if they cannot meet specific assignment deadlines. Late Work receives a grading deduction.

Feedback Expectations

Students should expect feedback for their submitted assignments within 5 days of the assignment due date or the time of their submission, whichever is later.

INSTITUTIONAL POLICIES AND SERVICES

Guidelines and Information

Students are responsible for all content of the DE Student Handbook. The most recent version of the DE Student Handbook is located on confluence.unwsp.edu and includes the following policies and procedures:

- Deadlines for Dropping or Withdrawing
- Student/instructor Communication
- Appeals, Exceptions, Disciplinary Process, & Grievances
- Assignments (late work and plagiarism)
- Examinations
- Grading System

Instructors may have course-related expectations that further detail the policies and procedures outlined in the DE Student Handbook. Any such expectations must be provided to students in writing (e.g., handout, course site posting) prior to or at the beginning of the class.

Traditional undergraduate students enrolled in DE courses are subject to the traditional undergraduate student handbook for all non-course-specific policies and procedures.

Academic Integrity

Plagiarism is theft—steal of someone else’s words or ideas. It is claiming another’s work as one’s own. This would also include the following:

- Using the words or work of a former or current student in this class
- Recycling previously submitted assignments from a previous course attempt
- Using outside literature support sites such as, but not limited to, SparkNotes, Enotes or Schmoop that provide literary analysis of the texts we read throughout the semester

Students found plagiarizing are subject to discipline. The standard response ranges from loss of credit for the plagiarized assignment to earning an immediate “F” for the course to being placed on disciplinary probation. We should be committed to conducting ourselves with integrity in all things. Please refer to the DE Student Handbook for more detailed information about UNW’s honesty and integrity policies.

In every course, students are required to view the Understanding Plagiarism video and complete the Understanding Plagiarism Quiz prior to completing any of the course content. These items are part of the course orientation.

Academic Achievement

UNW students requesting academic accommodations in association with the Americans with Disabilities Act (ADA) are directed to notify [Disability Services](#) to begin the application process. Academic Achievement also provides the following: [Writing and Subject Tutoring](#), advocating, transitional skill building, [Academic Coaching](#) (organization, time management, test taking, etc.).

Contact Academic Achievement for more information: AcademicAchievement@unwsp.edu • 651-628-3316 • N4012 (Revised 06/20)

Support Services

Links to support services are available found in the Student Services section at the top of the course site.

COURSE POLICIES AND INFORMATION

Email and Announcements

Students are responsible to regularly check their Northwestern student email and the announcements in the course site in order to receive updates and information.

Attendance

Students are expected to participate in all course activities. Students must contact the faculty member in advance or as soon as possible if unable to participate in all or part of the course activities for a given week because of a medical (which includes having to quarantine or isolate due to COVID-19 exposure or confirmed illness), family, or work-related emergency. Students should refer to their course syllabus and/or faculty member for specific requirements. Students who do not participate in course activities and fail to withdraw from the course will receive a failing “F” grade.

Submission Standards

All written assignments should adhere to the following DE guidelines. Documents should be in the following format **unless directed differently by the syllabus or course instructor**:

- Submitted on the course site in Microsoft Word document format (.doc or .docx)
- Set in a traditional typeface 12-point font
- Double-spaced (unless the syllabus instructs otherwise)
- Set with one-inch margins
- Formatted in APA style for in-text citations and reference page (LIT1100 may ask for MLA documentation style)
- Labeled and submitted with the following information (APA papers require this information on a cover sheet, as detailed in A Pocket Style Manual): Student Name, Course Code and Title, Instructor Name, and Date.

Critical Response to Alternate Viewpoints

When students are reading or viewing course materials, they may encounter viewpoints, words, or images that their instructors would not use or endorse. Students should know that materials are chosen for their value in learning to read, write, and view critically, not because the materials are necessarily Christian.

ASSIGNMENTS

See the course site for complete details on the assignments.

Spiritual Formation Exercises Journal

The Spiritual Formation Exercises Journal is designed to promote student participation in several learning exercises during the course, to complement other course activities. A regular part of the class is devoted to presenting components of Christian disciplines in order to stretch students spiritually. In response to class discussion on the topics of Spiritual formation, students are assigned specific exercises to be completed just about every week of the course.

All exercises are posted on the Moodle course website each week, under “Spiritual Formation Exercises.” Students are required to record their summary responses to the exercises in their Journals. Students may keep a daily log, or write one summary entry for the entire exercise. Do not submit your Journal for grading until week #6 of the course (for weeks #2--6 of the exercises), and week #14 of the course (for weeks #7--13 of the exercises). Please follow these guidelines:

1. To start each entry, indicate day and date (such as “Friday, January 24, 2020”).
2. Record your responses to the exercise assigned in brief, but thorough language, so that your words are clear. Write in full sentence and paragraph form. Typical entries run 3--4 paragraphs each.
3. Keep things at the personal level; that is, talk about how you personally think and feel about the issues assigned and the activities that you take part in yourself. It may be appropriate at times to include other people if that helps you to express your own thoughts about the

exercise.

4. The following questions may prompt you to express yourself in your entries. They are only suggestions, not necessarily assigned questions to be answered by all students.
 - a. What thoughts and feelings did this exercise or assignment bring out in me?
 - b. What did I learn by taking part in this activity?
 - c. Were there things that I did not like about how this activity took place?
 - d. What questions am I left with as a result of doing this exercise?

The first part of the Spiritual Formation Exercises Journal (weeks #2--6) is **due week #7** of the course, and is worth 99 points (10% of the final course grade). The second part of the Spiritual Formation Exercises Journal (weeks #7--13) is **due week #14** of the course, and counts 140 points (14% of the final course grade).

Discussion Forums

Discussion Forums allow students to interact with the course materials, and with one another, to promote reflection and evaluation of what they are learning. Just about every week, students are required to post a short essay, addressing an issue presented in that week's learning materials.

Some of the discussion forum posts are limited to submissions to the professor only. Others require students' responses to one another's posts. Read each week's discussion forum instructions carefully in order to know exactly what is expected.

There are 12 Discussion Forum posts in the course, worth 30 points each, for a total of 360 points (36% of the final course grade). When responses are required, each week's responses are worth 4 points total, for a sum of 36 points (about 4% of the final course grade). Responses must include substantive questions, comments, or other viewpoints.

Examinations

Students are required to complete two examinations for the course, to measure their comprehension of material presented in the course textbook and weekly notes. Examination questions are objective (multiple-choice, true--false, and matching). Exams are given through the Moodle website. The Midterm Examination is completed during week #8, and is worth 80 points (8% of the final course grade). The Final Examination is completed during week #15, and is worth 80 points (8% of the final course grade).

Both examinations are closed--notes, closed--book, and have a time limit for completion. Study guides for each examination are posted a week before the exams take place.

Papers

Three papers are required, each based on material presented in the course.

Gospel Tract Paper

Students write a short tract that answers the question, "What must I do to become a follower of

Christ?” Students should address the tract to a non-Christian, seeking to give the person the information they need to understand in order to put their faith in the gospel. Students should include brief definitions of the following terms in their explanation of the gospel: faith, sin, repentance, salvation, and forgiveness. The tract must be geared to a person with limited knowledge of spiritual things, such as a new Christian or a non-Christian. The tract must be no longer than two pages, double-space, 12-point font, and 1” margins. Criteria for grading are the following:

1. Clarity of expression and argument within two pages.
2. Scriptural support.
3. Absence of religious jargon and unexplained figures of speech.
4. Lucid illustrations.
5. Mechanics (spelling, neatness, punctuation, grammar, etc.).

The gospel message paper is due week #5 of the course, and is worth 80 points (8% of the final course grade).

“My Doubts and Fears” Essay

You take part in a two-week exercise that you will begin week #8, and submit week #9. Follow the directions below.

- a. List 3--4 of your greatest doubts, questions, fears, or anxieties that are part of your life right now. They may be about yourself, God, your life, your future, your relationship with God, specific Christian teachings, etc.
- b. Think of a friend, mentor, or relative that you are close to, someone you can be open and honest with. Meet with them and share your list with them – at a level of transparency that reflects how well you know and trust them – with enough time together so that you are not rushed.
- c. Post a 300--400 word essay on Moodle at “**My Doubts and Fears**,” before the end of the day on Friday of week #9. Without necessarily revealing the details of your doubts and fears, include the following in your report.
 1. How did it go sharing with your friend these doubts, questions, fears, and anxieties? Did the time go well, or not? Why?
 2. How has this experience influenced your relationship with God? Your relationship with this person you spoke to?
 3. Has this exercise helped you to work through your doubts, questions, fears, and anxieties? Why, or why not?

The essay is due week #9, and is worth 50 points (5% of the final course grade).

Final Essay

The final essay is part of the week #15 activities. In a 300-400 word essay, address the following questions.

- a. Who do you wish to be 20 years from now (not just what you are doing, but the kind of person you hope to be)?

- b. What do you want your relationship with God to be like in 20 years?
- c. How will you get there, to accomplish (a) and (b) above? What obstacles stand in your way? How can you overcome those obstacles?

The final essay is due week #15. It is worth 75 points (7% of the final course grade).

COURSE SCHEDULE

Format

Everything needed to successfully complete this course in fifteen weeks is explained on the course site. Each assignment has been designed to work together during each week. When studying, be sure to follow the suggested format explained for each lesson. Begin each week with the “Start here!” link.

For this course, students will receive access to each week’s work as the semester progresses. There will be due dates during the week, but most weekly assignments will be due by the end of the day on Friday. Please refer to the schedule for the due dates of assignments.

Generally, for college-level work, students should expect to have an average of 5 hours of homework per week.

The last official class day in Week 15 varies from semester to semester. Please refer to the Semester Calendar found in the Academic Information section at the top of the course site for the actual last day of class. All course work must be completed and submitted by that day.

Due Dates

All written assignments (outlined below) are to be submitted on the course site by the end of the day on Sundays at the end of each week in which they are assigned, unless otherwise noted.

For any questions regarding these assignments, contact the instructor.

Orientation

- Read the Getting Started Page
- Participate in the Introductions Forum
- View and Complete Understanding Plagiarism Presentation and Quiz
- Complete Student Responsibilities Exercise

Week 1 – Getting Started

- Read “Start here! Week #1 Overview: Getting Started.”
- Read the course syllabus.
- Read the Spiritual Formation Exercises Instructions, which begin next week.
- Read “Get to Know the Professor” in the Course Resources area.
- Complete and post “Get to Know Me” on the Course website.
- Read the Class Notes: “Course Introduction.”
- Read chapter 1, “Learn why God Made You” (pp. 11-21), of the course textbook by Ortberg, *The Me I Want to Be: Becoming God's Best Version of You*.
- Log on to the course site and familiarize yourself with all the documents and resources
 - Log on to your UNWSP e--mail account
 - Use the “Professor Contact Information” to e-mail the professor from your UNWSP e-

mail.

- Post your essay for the “Week #1 Forum” by Friday

Week 2: Purpose and Fulfillment

- Read “Start here! Week #2 Overview”
- Read Ortberg, chapter 2, “The Me I Don’t Want to Be.”
- Complete Week #2 Spiritual Formation Exercise (do not turn it in until week #7).
- Read the Class Notes: “Purpose and Fulfillment.”
- Complete and post “Week #2 Forum” by Friday.

Weeks 3: The Gospel

- Read “Start here! Week #3 Overview”
- Complete “Week #3 Spiritual Formation Exercise” (do not turn it in until week #7).
- Read the Class Notes: “The Gospel Message.”
- Read the Class Notes: “How to Present the Gospel.”
- Read the Class Notes: “Sin and Its Consequences.”
- Complete and post “Week #3 Forum” by Wednesday.
- Post responses to four other students’ posts by Friday.

Week 4: Forgiveness, Faith, and Repentance

- Read “Start here! Week #4 Overview”
- Complete “Week #4 Spiritual Formation Exercise” (do not turn it in until week #7).
- Read the Class Notes: “Forgiveness from God.”
- Read the Class Notes: “Faith and Repentance.”
- Complete and post “Week #4 Forum” by Wednesday.
- Post responses to four other students’ posts by Friday.

Week 5 – Living for Christ

- Read “Start here! Week #5 Overview”
- Complete “Week #5 Spiritual Formation Exercise” (do not turn it in until week #7).
- Read the Class Notes: “First Steps in Spiritual Formation.”
- Read the Class Notes: “Assurance of Eternal Life.”
- Read the Class Notes: “The Lordship of Jesus Christ.”
- Read Ortberg, chapter 5, “Surrender: The One Decision that Always Helps” (pp. 60--69).
- Complete and post “Week #5 Forum” by Wednesday.
- Submit the Gospel Message paper by Friday.

Week 6 – Role of the Holy Spirit

- Read “Start here! Week #6 Overview”
- Complete “Week #6 Spiritual Formation Exercise.”
- Read the Class Notes: “Filling of the Holy Spirit.”
- Read Ortberg, chapter 3, “Discover the Flow” (pp. 35--46).
- Read Ortberg, chapter 5, “Try Softer” (pp. 70--75).
- Complete “Week #6 Forum” by Wednesday.
- Post responses to four other students’ posts by Friday.

Week 7 – The Impact of Sin

- Read “Start here! Week #7 Overview”
- Complete “Week #7 Spiritual Formation Exercise”
- Read the Class Notes: “Dealing with Sin.”
- Read Ortberg, chapter 12, “Temptation: How Not to Get Hooked” (pp. 137--142).
- Read Ortberg, chapter 13, “Recognize Your Primary Flow Blocker” (pp. 143--155).
- Read Ortberg, chapter 14, “When You Find Yourself Out of the Flow, Jump Back In” (pp. 156-- 167).
- Complete and post “Week #7 Forum” by Wednesday.
- Post responses to four other students’ posts by Friday.
- Submit Weeks 2--6 Spiritual Formation Exercises by Friday.

Week 8 – Doubt and Questions

- Read “Start here! Week #8 Overview”
- Complete “Week #8 Spiritual Formation Exercise.”
- Read the Class Notes: “Doubt and Questions.”
- Read Ortberg, chapter 17, “Be Human” (pp. 194--202).
- Complete the Midterm Examination on Moodle by Sunday.
- Begin the first part of the two--week exercise on “My Doubts and Fears.”

Week 9 – Overcoming Anxiety

- Read “Start here! Week #9 Overview”
- Complete “Week #9 Spiritual Formation Exercise.”
- Read the Class Notes: “Fear and Anxiety.”
- Read Ortberg, chapter 10, “Never Worry Alone” (pp. 114--127).
- Complete and submit the two--week exercise on “My Doubts and Fears.”
- Complete and post “Week #9 Forum” by Wednesday.
- Post responses to four other students’ posts by Friday.

Week 10 – Christian Motivation

- Read “Start here! Week #10 Overview”
- Complete “Week #10 Spiritual Formation Exercise.”
- Read the Class Notes: “Christian Hedonism.”
- Read Ortberg, chapter 7, “Let Your Desires Lead You to God” (pp. 79--88).
- Complete and post “Week #10 Forum” by Wednesday.
- Post responses to four other students’ posts by Friday.

Week 11 – Integrity and Honesty

- Read “Start here! Week #11 Overview”
- Complete “Week #11 Spiritual Formation Exercise” (do not turn it in until week 14).
- Read the Class Notes: “Integrity and Honesty.”
- Complete and post “Week #11 Forum” by Wednesday.
- Post responses to four other students’ posts by Friday.

Week 12 – Serving and Forgiving

- Read “Start here! Week #12 Overview”

- Complete “Week #12 Spiritual Formation Exercise” (do not turn it in until week 14).
- Read Ortberg, chapter 16, “Making Life--Giving Relationships a Priority” (pp. 181--193).
- Read Ortberg, chapter 17, “Be Human” (pp. 194--202).
- Read Ortberg, chapter 18, “Find a Few Difficult People to Help You Grow” (pp. 203--213).
- Complete and post “Week #12 Forum” by Wednesday.
- Post responses to four other students’ posts by Friday.

Week 13 – Adversity and Perseverance

- Read “Start here! Week #13 Overview”
- Complete “Week #13 Spiritual Formation Exercise” (do not turn it in until week 14).
- Read the Class Notes: “Adversity and Perseverance.”
- Read Ortberg, chapter 21, “You Have to Go Through Exile Before You Can Come Back Home” (pp. 232--242).
- Complete and post “Week #13 Discussion Forum” by Wednesday.
- Post responses to four other students’ posts by Friday.

Week 14 – Decisions and the Will of God

- Read “Start here! Week #14 Overview”
- Read the Class Notes: “Decision Making.”
- Read Ortberg, chapter 22, “Ask for a Mountain” (pp. 245--254).
- Submit Weeks #7--13 Spiritual Formation Exercises by Friday.
- Review the Final Examination Study Guide, in preparation for the exam next week.

Week 15 – Course Conclusion

The final week varies in length based on the semester. Please refer to the Semester Calendars found in the Academic Information section at the top of the course site for details.

- Read “Start here! Week #15 Overview”
- Complete the final examination on Moodle.
- Complete and submit a “Final Essay.”