

*“The mission of Tyndale Seminary is to provide Christ-centred graduate theological education for leaders in the church and society whose lives are marked by intellectual maturity, spiritual vigour and moral integrity, and whose witness will faithfully engage culture with the Gospel.”*

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|--------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Semester, Year</b>    | <b>FALL, 2026</b>                                                                                                                                                                                                                      |
| <b>Course Title</b>      | <b>INTRODUCTION TO PREACHING</b>                                                                                                                                                                                                       |
| <b>Course Code</b>       | <b>PAST 0641 1P</b>                                                                                                                                                                                                                    |
| <b>Date</b>              | From September 16, 2026 to December 9, 2026                                                                                                                                                                                            |
| <b>Time</b>              | <b>Every Wednesday</b><br>From 8:15 AM to 11:05 AM                                                                                                                                                                                     |
| <b>Delivery Format</b>   | IN-PERSON                                                                                                                                                                                                                              |
| <b>Class Information</b> | The classes will be IN-PERSON on Wednesdays from 8:15 to 11:05 am.                                                                                                                                                                     |
| <b>Instructor</b>        | <b>REV. DR. ROB CRIPPS</b><br>Email: <a href="mailto:rcripps@tyndale.ca">rcripps@tyndale.ca</a>                                                                                                                                        |
| <b>Office Hours</b>      | By appointment only.                                                                                                                                                                                                                   |
| <b>Course Materials</b>  | Access course material at <a href="https://classes.tyndale.ca">classes.tyndale.ca</a> or other services at <a href="https://TyndaleOne.com">Tyndale One</a> .<br>Course emails will be sent to your @MyTyndale.ca e-mail account only. |

## I. COURSE DESCRIPTION

Introduces preaching as a theological and pastoral practice of the church in service to the gospel. Topics include exegeting the biblical text and our contemporary context; principles of sermon design and delivery; and the character of the preacher. Two sermons are preached in class.

*Prerequisites: BIBL 0501 Biblical Interpretation*

## II. LEARNING OUTCOMES

At the end of the course, students will be able to:

1. Develop a framework for sermon development that is centered on their spiritual formation and relationship with Jesus Christ.
2. Learn to contextualize scripture to better address the needs of their listeners.
3. Practice basic preaching skills in communicating the gospel clearly.
4. Demonstrate the conviction that the biblical text is the proper foundation for preaching, as God speaks good news through the preacher by the power of the Holy Spirit
5. Articulate their own emerging theology of preaching and identity as a preacher
6. Interpret a biblical text and craft sermons that are coherent and compelling to hearers

### III. COURSE REQUIREMENTS

#### A. REQUIRED READING

Alcántara, Jared. [\*The Practices of Christian Preaching: Essentials for Effective Proclamation\*](#). Grand Rapids: Baker Academic, 2019.

Johnson, Darrell W. [\*The Glory of Preaching: Participating in God's Transformation of the World\*](#). Downers Grove: IVP, 2009.

#### B. SUPPLEMENTARY / RECOMMENDED READING AND TOOLS

Fry Brown, Teresa L. "Voicing the Word." In *Delivering the sermon: voice, body, and animation in proclamation*, 29-46. Minneapolis, MN: Fortress Press, 2008.

Fry Brown, Teresa L. "Embodying the Word." In *Delivering the sermon: voice, body, and animation in proclamation*, 59-74. Minneapolis, MN: Fortress Press, 2008.

Gibson, Scott M. "The Preacher's Personal World." In [\*The World of the Preacher: Navigating Biblical, Cultural, and Personal Contexts\*](#), 53-72. Grand Rapids: Baker Academic, 2018.

Hulst, Mary. "Getting Feedback About Your Preaching." In [\*A Little Handbook for Preachers\*](#), 135-154. Downers Grove: InterVarsity Press, 2016.

Hulst, Mary. "Embodied Preaching." In [\*A Little Handbook for Preachers\*](#), 169-188. Downers Grove: InterVarsity Press, 2016.

Kim, Matthew. "Hermeneutics and Cultural Intelligence." In [\*Preaching with Cultural Intelligence: Understanding the People Who Hear Our Sermons\*](#), 31-44. Grand Rapids: Baker Academic, 2017.

Kim, Matthew. "Exegeting the Pastor." In [\*Preaching with Cultural Intelligence: Understanding the People Who Hear Our Sermons\*](#), 45-64. Grand Rapids: Baker Academic, 2017.

Long, Thomas. "Biblical Exegesis and Preaching." In [\*The Witness of Preaching, Third Edition\*](#), 76-112. Louisville: Westminster John Knox Press, 2016.

Robinson, Haddon. "What's the Big Idea?" In [\*Biblical Preaching: The Development and Delivery of Expository Messages\*](#), 3rd edition, 33-50. Grand Rapids: Baker Academic, 2013.

Wilson, Paul Scott. "Preaching the Gospel." In [\*The Practice of Preaching: Revised Edition\*](#), 247-262. Nashville: Abingdon Press, 2007.

Wilson, Paul Scott. "Ensuring Sermon Unity." In [\*The Four Pages of a Sermon: A Guide to Biblical Preaching\*](#). Revised and Updated, 33-57. Nashville: Abingdon Press, 2018.

Students will read commentaries and other resources as needed to produce two exegetical reflections on chosen biblical texts.

Tyndale recommends [www.stepbible.org](http://www.stepbible.org) – a free and reputable online resource developed by Tyndale House (Cambridge, England) – for word searches of original-language texts, as well as for topical searches, interlinear texts, dictionaries, etc. Refer to the library for other [online resources for Biblical Studies](#).

### **C. ASSIGNMENTS AND GRADING**

Primary assignments for this course include required readings and participation in weekly group discussions in class; writing a preacher's self-reflection; active participation in a weekly rhythm with daily journal writing; preaching two sermons, including the submission of written exegetical notes, a sermon manuscript and brief self-evaluation. These assignments are designed to guide your formation as a preacher and to also practice the art of crafting sermons.

#### **1. Class Participation and Readings (Every week; self-grading combined with instructor's grading, due on last class, 10%)**

Student participation in group discussions based on readings during class will be graded on a scale of 1 to 4. Students will give themselves a suggested grade and the final grade will be determined by the instructor. 1 (or D): present, not disruptive; responds when called on but does not offer much; infrequent involvement; 2 (or C): adequate preparation, but no evidence of interpretation or analysis; offers straightforward information; contributes moderately when called upon; 3 (or B): good preparation, offers interpretation and analysis, contributes well to discussion in on-going fashion; 4 (or A): excellent preparation, offers analysis, synthesis and evaluation of material; contributes significantly to ongoing discussion.

#### **2. Preacher's Self-Reflection (Due Tuesday, October 1, 15%)**

Write a 500 page (2 pages double spaced) self-reflection in addressing the following questions: How do you feel about preaching? Do you feel called to preach and why? Do you have any fears or apprehensions that bring concern? How could this effect your enjoyment of preaching? What are some marks of spirituality maturity that you shine in, and which ones are growing edges for you?

#### **3. Preacher's Rhythm Journal (Tuesday-Saturday, from Wednesday, October 7 to Saturday, November 11, 15%)**

You will keep a daily journal from Monday-Friday for 5 weeks (one week off for reading break; 5 weeks x 3% per week = 15% of final grade) as you act and reflect upon the following weekly rhythm for sermon preparation and formation as a preacher:

- Monday: Read the text
- Tuesday: Reflect on and pray about the text
- Wednesday: Study the text and develop an exegetical outline
- Thursday: Develop a homiletical outline
- Friday: Craft the sermon

During class you will be placed in a preaching rhythm support group to share your experiences. This group will be your accountability in checking your journal each week and you will get marks for completing the rhythm each week.

#### **4. Preaching Two Sermons (Due on weeks 7 and 11, 60%: 25% + 35%)**

**Sermon 1 (Due week 7; 25% of grade):** You will choose a story from the Old or New Testament and do an exegetical study of the biblical text. You will take what is gleaned from your study and reflection and craft a one-point sermon that illustrates the gospel message that you have discerned and share the story in a compelling manner. Grades will be based on sermon manuscripts, exegetical notes, and presentation. Sermon must be a minimum 5 minutes and maximum 7 minutes. An extra half-minute grace will be given, anything beyond that a 1/3 grade reduction will be imposed (i.e. A to A-). You will submit exegetical notes, sermon manuscript and self-evaluation by uploading them to the Class page in the appropriate location.

**Sermon 2 (Due week 11; 35% of grade):** You will choose one passage from the preaching reflection journal and prepare an exegetical summary of the text you are preaching, based on the exegetical guideline presented in class. Identify and make use of at least two scholarly commentaries. The length of sermon will be 12-15 minutes. When you preach, you may use your manuscript, an outline or without notes, but you must submit a full sermon manuscript for evaluation; point form or outline is not acceptable. Sermon must be a minimum of 12 minutes and a maximum of 15 minutes, an extra minute grace will be given, anything beyond that a 1/3 grade reduction will be imposed (i.e. A to A-). You will submit exegetical notes, sermon manuscript and self-evaluation by uploading them to the Class page in the appropriate location.

#### **D. SUMMARY OF ASSIGNMENTS AND GRADING**

Evaluation is based upon the completion of the following assignments:

| Assignment                          | Due            | %           |
|-------------------------------------|----------------|-------------|
| 1. Class Participation and Readings | Last class     | 10%         |
| 2. Preacher's Self-Reflection       | October 1      | 15%         |
| 3. Preacher's Rhythm Journal        | Oct 7 – Nov 11 | 15%         |
| 4. Preaching two sermons            | Weeks 7 & 11   | 60%         |
| <b>Total Grade</b>                  |                | <b>100%</b> |

#### **IV. COURSE SCHEDULE, CONTENT AND REQUIRED READINGS**

(The assigned readings are to be completed before the class.)

##### **September 16 (Week 1)**

- **Preaching, Prophecy, Exhortations and Sermons**
- Alcántara, Introduction
- Alcántara, Chapter 1: Preach Christian Sermons

- Johnson, Chapter 1: Why Does it Happen?
- Johnson, Chapter 2: Does it Really Always Happen

### **September 23 (Week 2)**

- **Preaching as Worship / Missional Preaching**
- Alcántara, Chapter 2: Preach Convictionally
- Johnson, Chapter 3: Where Does It Happen
- Johnson, Chapter 4: How Does It Happen
- PDF, Wilson, Chapter 13: Preaching the Gospel

### **September 30 (Week 3)**

- **Exegeting: The Preacher**
- Johnson, Chapter 8: The Person of the Preacher
- PDF, Kim, Matthew, Chapter 4: Exegeting the Preacher
- PDF, Gibson, Chapter 4: The Preacher's Personal World

### **Wednesday, October 7 – Preacher Self-Reflection Due**

### **October 7 (Week 4)**

- **Exegeting: The Text**
- Johnson, Chapter 5: Moving from Text to Sermon
- PDF, Long, Chapter 3: Biblical Exegesis for preaching

### **October 14 (Week 5)**

- **Exegeting: The Congregation**
- Alcántara, Chapter 3: Preach Contextually
- Johnson, Chapter 7: Walking the Sermon into Everyday Life
- PDF, Kim, Matthew, Chapter 3: Hermeneutics and Cultural Intelligence

### **October 21 – READING WEEK (NO CLASS)**

### **October 28 (Week 6)**

- **Designing: Main Idea and Form**
- Alcántara, Chapter 4: Preach Clearly
- PDF, Robinson, Chapter 2: What's the Big Idea?
- PDF, Long, Chapter 5: The Basic Form of the Sermon

### **November 4 (Week 7)**

- **Preach SERMON ONE in class**

### **November 11 (Week 8)**

- **Designing: Words and Orality, Illustrations, Introductions and Conclusions**

- Alcántara, Chapter 5: Preach Concretely
- PDF, Wilson, Chapter Two: Ensuring Sermon Unity

#### **November 18 (Week 9)**

- **Designing: Preparation, Rehearsal and Delivery**
- Johnson, Chapter 6: Moving into the Sermon
- PDF, Hulst, Chapter 8: Embodied Preaching
- PDF, Fry, Chapter 3: Voicing the Word
- PDF, Fry, Chapter 5: Embodying the Word

#### **November 25 (Week 10)**

- **Sustaining: Creativity and Formation**
- Alcántara, Chapter 6: Preach Creatively
- Johnston, Chapter 9: The Life of the Preacher

#### **December 2 (Week 11)**

- **Preach SERMON TWO in class**

#### **December 9 (Week 12)**

- **Sustaining: Community of Accountability & Lifelong Learning**
- Johnson, Chapter 10: Standing in the Mystery
- PDF, Hulst, Chapter 10: Getting Feedback About Your Preaching

#### **V. SELECTED BIBLIOGRAPHY**

- Alcántara, Jared E. *The Practices of Christian Preaching: Essentials for Effective Proclamation*. Grand Rapids: Baker Academic, 2019.
- Allen, O. Wesley, and David Buttrick, eds. *The Renewed Homiletic*. Minneapolis: Fortress Press, 2010.
- Allen, Ronald J. *Thinking Theologically: The Preacher as Theologian*. Elements of Preaching. Minneapolis: Fortress Press, 2008.
- Brown, Sally and Luke Powery. *Ways of the Word: Learning to Preach for Your Time and Place*. Minneapolis: Fortress Press, 2016
- Brown, Steve, Haddon W Robinson, and William H Willimon. *A Voice in the Wilderness: Clear Preaching in a Complicated World*, 1993.
- Chapell, Bryan. *Christ-Centered Preaching: Redeeming the Expository Sermon*. 2nd ed. Grand Rapids, MI: Baker Academic, 2005.
- Craddock, Fred. *Preaching*. Nashville: Abingdon Press, 2010.
- Farris, Stephen. *Preaching That Matters: The Bible and Our Lives*. 1st ed. Louisville, KY: Westminster John Knox Press, 1998.
- Fee, Gordon D, and Douglas K Stuart. *How to Read the Bible Book by Book: A Guided Tour*. Grand Rapids, MI: Zondervan, 2014.

- Fee, Gordon D., and Douglas K. Stuart. *How to Read the Bible for All Its Worth*. 3rd ed. Grand Rapids, MI: Zondervan, 2003.
- Fry Brown, Teresa L. *Delivering the sermon: voice, body, and animation in proclamation*. Minneapolis, MN: Fortress Press, 2008.
- Gibson, Scott M., ed. *Preaching the Old Testament*. Grand Rapids, MI: Baker Books, 2006.
- \_\_\_\_\_, ed. *The Worlds of the Preacher: Navigating Biblical, Cultural, and Personal Contexts*. Grand Rapids, Michigan: Baker Academic, 2018.
- Gibson, Scott M., and Matthew D. Kim, eds. *Homiletics and Hermeneutics: Four Views on Preaching Today*. Grand Rapids, MI: Baker Academic, 2018.
- Goheen, Michael W. *Reading the Bible Missionally. The Gospel and Our Culture Series*. Grand Rapids, Michigan: William B. Eerdmans Publishing Company, 2016.
- González, Justo L., and Catherine Gunsalus González. *The Liberating Pulpit*. Nashville: Abingdon Press, 1994.
- Hulst, Mary S. *A Little Handbook for Preachers: Ten Practical Ways to a Better Sermon by Sunday*. Downers Grove: InterVarsity Press, 2016.
- Jiménez, Pablo A, Pablo A Jiménez, and Justo L González. *Pulpito: An Introduction to Hispanic Preaching*. Nashville: Abingdon Press, 2010.
- Johnson, Darrell W. *The Glory of Preaching: Participating in God's Transformation of the World*. Downers Grove, IL: IVP Academic, 2009.
- Johnston, Graham. *Preaching to a Postmodern World: A Guide to Reaching Twenty-First-Century Listeners*. Grand Rapids, Mich: Baker Books, 2001.
- Kim, Eunjoo. *Preaching the Presence of God; A Homiletic from an Asian American Perspective*. Valley Forge: Judson Press, 1999.
- \_\_\_\_\_. *Preaching in an Age of Globalization*. 1st ed. Louisville, Ky: Westminster John Knox Press, 2010.
- \_\_\_\_\_. *Preaching the Presence of God: A Homiletic from an Asian American Perspective*. Valley Forge, PA: Judson Press, 1999.
- Kim, Matthew D. *A Little Book for New Preachers. Little Books Series*. Downers Grove, IL: IVP Academic, an imprint of InterVarsity Press, 2020.
- \_\_\_\_\_. *Preaching to Second Generation Korean Americans: Towards a Possible Selves Contextual Homiletic. American University Studies*, v. 265. New York: Peter Lang, 2007.
- \_\_\_\_\_. *Preaching with Cultural Intelligence: Understanding the People Who Hear Our Sermons*. Grand Rapids: Baker Academic, 2017.
- Kim-Cragg, HyeRan. *Postcolonial Preaching: Creating a Ripple Effect*, Lexington Books, 2021.
- Knowles, Michael P., ed. *The Folly of Preaching: Models and Methods*. Grand Rapids: Eerdmans, 2007.
- Kuruvilla, Abraham. *A Manual for Preaching: The Journey from Text to Sermon*. Grand Rapids, MI: Baker Academic, 2019.
- \_\_\_\_\_. *A Vision for Preaching: Understanding the Heart of Pastoral Ministry*. Grand Rapids, Michigan: Baker Academic, 2015.
- \_\_\_\_\_. *Privilege the Text! A Theological Hermeneutic for Preaching*. Chicago: Moody Publishers, 2013.

- LaRue, Cleophus James. *I Believe I'll Testify: The Art of African American Preaching*. 1st ed. Louisville, KY: Westminster John Knox Press, 2011.
- \_\_\_\_\_. *Rethinking Celebration: From Rhetoric to Praise in African American Preaching. First edition*. Louisville, KY: Westminster John Knox Press, 2016.
- \_\_\_\_\_. *The Heart of Black Preaching*. 1st ed. Louisville, KY: Westminster John Knox, 2000.
- LaRue, Cleophus James, and Luiz C. Nascimento, eds. *The Future Shape of Christian Proclamation: What the Global South Can Teach Us about Preaching*. Eugene, OR: Cascade Books, 2020.
- Lee, Ahmi, *Preaching God's Grand Drama: A Biblical-Theological Approach*, Baker Academic, 2019.
- Lee, Jung Young. *Korean Preaching: An Interpretation*. Nashville: Abingdon, 1997
- Long, Thomas G. *The Witness of Preaching, Third Edition*. Louisville: Westminster John Knox Press, 2016.
- Moschella, Mary Clark. *Ethnography as a Pastoral Practice*. Cleveland: The Pilgrim Press, 2008.
- Robinson, Haddon W. *Biblical Preaching: The Development and Delivery of Expository Messages. 2nd ed*. Grand Rapids, MI: Baker Academic, 2001.
- Robinson, Haddon W., and Scott M. Gibson. *Making a Difference in Preaching: Haddon Robinson on Biblical Preaching*. Grand Rapids, MI: Baker Books, 1999.
- Robinson, Haddon W., and Torrey W. Robinson. *It's All in How You Tell It: Preaching First-Person Expository Messages*. Grand Rapids, MI: Baker Books, 2003.
- Stott, John. *Between Two Worlds*. Grand Rapids, MI: Eerdmans Publishing Co., 1982.
- Stott, John R. W. *I Believe in Preaching*. London: Hodder & Stoughton, 1998.
- Stott, John R. W., and Greg Scharf. *The Challenge of Preaching*. Grand Rapids, MI: William B. Eerdmans Publishing Company, 2015.
- Thomas, Frank A. *Introduction to the Practice of African American Preaching*. Nashville: Abingdon Press, 2016.
- Tisdale, Leonora Tubbs. *Preaching as Local Theology and Folk Art*. Fortress Resources for Preaching. Minneapolis: Fortress Press, 1997.
- \_\_\_\_\_. *Prophetic Preaching: A Pastoral Approach*. Louisville, KY: Westminster John Knox Press, 2010.
- Willhite, Keith, Scott M. Gibson, and Haddon W. Robinson, eds. *The Big Idea of Biblical Preaching: Connecting the Bible to People*. Grand Rapids, MI: Baker Books, 1998.
- Wilson, Paul Scott. *Preaching and Homiletical Theory. Preaching and Its Partners*. St. Louis, MO: Chalice Press, 2004.
- \_\_\_\_\_. *Setting Words on Fire: Putting God at the Center of the Sermon*. Nashville: Abingdon Press, 2008.
- \_\_\_\_\_. *The Four Pages of the Sermon: A Guide to Biblical Preaching*. Nashville: Abingdon Press, 1999.
- \_\_\_\_\_. *The Practice of Preaching*. Rev. ed. Nashville: Abingdon Press, 2007.
- Selected bibliography will be posted to the class webpage at the beginning of the course.*

## VI. GENERAL REQUIREMENTS FOR ALL COURSES

### A. EQUITY OF ACCESS

Students with permanent or temporary disabilities who need academic accommodations must contact the [Accessibility Services](#) at the [Centre for Academic Excellence](#) to register and discuss their specific needs. *New students* must self-identify and register with the Accessibility Office at the beginning of the semester or as early as possible to access appropriate services. *Current students* must renew their plans as early as possible to have active accommodations in place.

### B. REQUIREMENTS FOR LIVESTREAM INTERACTION (SYNCHRONOUS ONLINE COURSE ONLY)

- Livestream attendance for the entire duration of the class at announced times
- Headphones (preferred), built-in microphone, and web-camera
- Well-lit and quiet room
- Stable high-speed internet connection, preferably using an Ethernet cable over Wi-Fi
- Full name displayed on Zoom and Microsoft Teams for attendance purposes\*
- A commitment to having the camera on to foster community building\*

*\*exceptions with permission from professor*

### C. GUIDELINES FOR INTERACTIONS

Tyndale University prides itself in being a trans-denominational community. We anticipate our students to have varied viewpoints which will enrich the discussions in our learning community. Therefore, we ask our students to be charitable and respectful in their interactions with each other, and to remain focused on the topic of discussion, out of respect to others who have committed to being a part of this learning community. Please refer to “Guidelines for Interactions” on your course resource page at [classes.tyndale.ca](https://classes.tyndale.ca).

### D. GUIDELINES FOR THE SUBMISSION OF WRITTEN WORK

#### Grading Rubric

Please consult the rubric provided for each assignment on your course resource page at [classes.tyndale.ca](https://classes.tyndale.ca).

#### Academic Integrity

Integrity in academic work is required of all our students. Academic dishonesty is any breach of this integrity, and includes such practices as cheating (the use of unauthorized material on tests and examinations), submitting the same work for different classes without permission of the instructors; using false information (including false references to secondary sources) in an assignment; improper or unacknowledged collaboration with other students, and plagiarism (including improper use of artificial intelligence programs). Tyndale University takes seriously its

responsibility to uphold academic integrity, and to penalize academic dishonesty. Please refer to the [Academic Integrity website](#) for further details.

For proper citation style, consult the [tip sheet, “Documenting Chicago Style”](#) (Tyndale e-resource) or the full edition of the [Chicago Manual of Style Online](#), especially ch. 14. For citing scripture texts, refer to sections 10.44 to 10.48 and 14.238 to 14.241 from the Chicago Manual of Style or reference the [tip sheet, “Citing Sources in Theology”](#).

Students are encouraged to consult [Writing Services](#). Citation and other [tip sheets](#). Students should also consult the current [Academic Calendar](#) for academic policies on Academic Honesty, Gender Inclusive Language in Written Assignments, Late Papers and Extensions, Return of Assignments, and Grading System.

### **Turnitin Text-Matching Software**

Tyndale has a subscription to text-matching software called Turnitin. This software is used to ensure the originality of academic writing and to check that all of the sources used have been cited correctly. The instructor for this course will be using this software for the assignments that are submitted through your course resource page at [classes.tyndale.ca](#). When you submit your assignment, you will see a summary of your submission, which includes the file(s) that you submitted as well as a similarity report generated by Turnitin. Below are some useful resources:

- [Student](#) Guides for Turnitin via [classes.tyndale.ca](#) course resource page
- Interpreting Similarity ([Guide](#), [Video](#), [Spectrum](#))

### **Research Ethics**

All course-based assignments involving human participants requires ethical review and may require approval by the [Tyndale Research Ethics Board \(REB\)](#). Check with the Seminary Dean’s Office ([seminaryoffice@tyndale.ca](mailto:seminaryoffice@tyndale.ca)) before proceeding.

### **Late Papers and Extensions Policy**

All papers and course assignments must be submitted by the due dates indicated in the course syllabus. Unless the instructor already has a policy on grading late papers in the course syllabus, grades for papers submitted late without an approved extension will be lowered at the rate of two-thirds of a grade per week or part thereof (e.g., from “A+” to “A-,” from “B” to “C+”). Please note that some programs, such as cohort-based or intensive courses, may follow a different policy due to the nature of the program.

Faculty may not grant an extension beyond the last day of exams for the semester. Requests for extensions beyond this date must be addressed in writing to the Registrar by filling out the [Extension Request Form](#). The application will be considered only in cases such as a death in the family, medical emergency, hospitalization of oneself or immediate family member or prolonged illness requiring treatment by a physician. Factors such as assignments for other

courses, holidays, and technology-related difficulties are insufficient grounds for requesting an extension.

A temporary grade of incomplete (“I”) may be granted by the Registrar. Once an extension is granted, it is the student’s responsibility to contact the instructor and make satisfactory arrangements to complete the outstanding work. A grade of “F” will be recorded for students who do not complete the outstanding work by the deadline.

## **E. COURSE EVALUATION**

Tyndale Seminary values quality in the courses it offers its students. End-of-course evaluations provide valuable student feedback and are one of the ways that Tyndale Seminary works towards maintaining and improving the quality of courses and the student’s learning experience. Student involvement in this process is critical to enhance the general quality of teaching and learning.

Before the end of the course, students will receive a MyTyndale email with a link to the online course evaluation. The link can also be found in the left column on the course page. The evaluation period is 2 weeks; after the evaluation period has ended, it cannot be reopened. Course Evaluation results will not be disclosed to the instructor before final grades in the course have been submitted and processed. Student names will be kept confidential and the instructor will only see the aggregated results of the class.

## **F. LIBRARY RESOURCES**

[Tyndale Library](#) supports courses with [e-journals, e-books](#), and the [mail delivery of books](#) and circulating materials. See the [Library FAQ page](#).

## **G. GRADING SYSTEM & SCALE**

For each course’s grading rubric, please refer to your course syllabus or [classes.tyndale.ca](https://classes.tyndale.ca). For general grading guidelines, refer to Seminary [Grading System & Scale](#).