

Southwestern Baptist Theological Seminary at Darrington: Application Process

The Darrington Seminary College offers a four year accredited bachelor degree at no expense to the offenders. This program is the result of collaboration between the Texas Department of Criminal Justice and Southwestern Baptist Theological Seminary. This is a voluntary program and is privately funded. This program is available to offenders of all faith preferences or no faith preference.

INSTRUCTIONS

1. By May 1, of each year, contact the Bible College Director to discuss any changes to the application and eligibility criteria from the prior year. Upon receipt of the application and eligibility criteria, forward to the Deputy Director, RPD.

Note: Both documents should be forwarded, whether or not changes are proposed.

The Deputy Director, RPD will disseminate to the proper administrative executives for approval. Once the application (Sample, Attachment A) and eligibility criteria (Sample, Attachment B) have been approved, save them to the following:

2. By June 1 of each year, create a timeline (Sample, Attachment C) for the entire process. Save this file to the following:
3. On July 1 of each year, or the first business day immediately following, send the “Executive Services Query (eligibility criteria)” to Executive Services, so that a list of all eligible offenders can be generated. Allow 4 (four) business days (including the date of request) to receive the list back. This date will be the basis of the time line listed in Step 2.
4. Upon receipt of the full list of eligible offenders, save the spreadsheet to the following:

Create the following additional tabs in the spreadsheet (Sample, Attachment D1-5):

- **By Region (Attachment D1)** – This will be used to organize the data by region, to be sent to the Regional Chaplains. This will ensure that they are able to complete the process, in the instance of a current unit chaplain vacancy. Chaplain vacancies will not be a sufficient excuse to miss deadlines during the enrollment process. This will have the offenders’ TDCJ #, Name, Unit and Region.
- **Application Roster (Attachment D2)** – This is will be used to log all information received from Unit Chaplains regarding the application process. Unit Chaplains will be required to report the dates of multiple events (listed below). These dates for EACH offender will need to be accurately recorded and logged. This will ensure that deadlines are not missed. This tab will have the offenders’ TDCJ #, Name, Unit, Date Application Packet Received by Unit Chaplain, Date of Lay-In/Application Received by Offender (this column will either have a date or say “Declined” if the offender did not wish to apply), Date Completed Application Returned from Offender, Date Completed Recommendations Received from Warden’s Office, Date Applications Mailed to Chaplaincy Headquarters, Date Applications Received by Chaplaincy Headquarters.

Note: It is imperative to view this sheet in the Page Break Preview view, to ensure that the column headings appear on EACH page of the roster. Some units will have multiple pages of names.

- **Additional Offenders (Attachment D3)** – This will be used to track any offenders who believe they are eligible to apply, that were not on the original list. The Chaplain will check the following criteria, prior to allowing the offender to apply: EDIC in IMF (must have an EA score of at least 11) and DISC in IMF (must not have any disciplinarys as outlined in Executive Services Query). If the offender passes these two criteria, the Chaplain will forward the offender’s name and TDCJ number to the Program Supervisor III – Rehabilitation Programs Analyst, to ensure the offender meets all other eligibility criteria, as outlined in the Executive Services Query.

Note: If the offender does meet all criteria, they will also need to be added to the Application Roster tab, to track his application.

This tab will have the offenders’ TDCJ #, Name, Unit, Region, EDIC (use check box to indicate if they meet the criteria), DISC (use check box to indicate if they meet the criteria), TIME Left to Serve (use check box to indicate if they meet the criteria), TIME Incarcerated in TDCJ (use check box to indicate if they meet the criteria), Date Chaplain Notified, and Date RPD Notified.

- **Offenders Not on Unit (Attachment D4)** – This will be used when a Chaplain notifies RPD that an offender on the list, is no longer housed on that unit. This will happen due to the list being generated as of a certain date, the offender may be on a temporary leave from the unit of assignment for a reason such as medical, bench warrant, etc. When the Chaplain notifies RPD that the offender is not on that unit, it is important to find out whether the offender is temporarily gone (will be back in a few days), long-term absent from the unit (out on bench warrant, requiring medical unit) or permanently gone (new unit of assignment). The Program Supervisor III – Rehabilitation Programs Analyst will notify the Chaplain at the unit that the offender is currently, either temporarily or permanently, housed at to offer the offender the opportunity to apply.

Notes: Offenders will need to be moved to the correct unit on the Application Roster tab. Offenders will not be denied the opportunity to apply, due to an absence from the unit, if he is still eligible. The Chaplains shall ensure that all eligible offenders are given the opportunity to apply.

This tab will have the offenders’ TDCJ #, Name, Unit as Reported by Executive Services, Date RPD Notified, Current Unit, and Date Current Chaplain Notified.

- **Final List of Applicants (Attachment D5)** – This will be a list of all COMPLETED applications received. These are the application that will be forwarded to RPD Administration for final review.
5. Prepare the Application Packets and emails to be sent to Unit and Regional Chaplains. Application Packets will contain one (1) copy of the application, one (1) copy of the Application Process for Chaplains (Attachment E, ensure that it is updated for the current year) one (1) copy of the Application Roster tab in the spreadsheet, described in Step 4 and one (1) copy of the SWBTS DVD, if it is needed.
 6. Send an email to Unit Chaplains on the day that the Applications Packets are mailed to them (Sample, Attachment 1). Include all steps of the process that the Chaplains are responsible for and the deadlines for these.
 7. Send an email to Regional Chaplains on the day that the Applications Packets are mailed to the Unit Chaplains (Sample, Attachment 2). Include all steps of the process that the Chaplains are responsible for and the deadlines for these. Also attach a list of Eligible Offenders by Region, see Step 4.

8. Follow the timeline created in Step 2 to ensure that all deadlines are met. There should be no justification for a Chaplain or Regional Chaplain to miss any of the deadlines. Send emails to remind Unit Chaplains (and Regional Chaplains) to be reporting each step of the process to you, and to fill out the Application Roster, as this will be used to double check what is logged when they are received at Chaplaincy Headquarters.

Note: It is imperative to keep this data up to date, in the event that Administration asks for an update. It is important to keep the Division Director, Deputy Director, and Manager IV – RPD Support Services updated throughout this process.

9. As you receive applications back, ensure that they are completed and that the Application Roster is returned and completely filled out. If an application or application roster is not completed, work with the Regional Chaplain and Unit Chaplain to complete them, as soon as possible.
10. Upon receipt of completed applications, separate them into two (2) categories: sex offenders and non-sex offenders. The sex offenders' category will then be sub-divided into two (2) categories: child victim and adult victim. These applications will be forwarded to the Manager of Sex Offender Rehabilitation Programs for review. The Manager of SORP will provide recommendations for approval or denial. Refer to the current year's timeline for date that the applications will be forwarded and returned.
11. After receiving the SORP recommendations, organize the completed applications alphabetically. Forward the Final List of Applicants to SCC to review offender housing eligibility at the Darrington Unit and check for high-profile offenders.
12. Upon receipt from SCC, print the Final List of Applicants and forward the applications and list to the Deputy Director, RPD. The Deputy Director, RPD will review the applications with Executive Administration, prior to them being sent to the Darrington Unit for review by the Senior Warden and SWBTS College Staff.
13. Upon approval, deliver the Final List of Applicants and the completed applications to the Darrington Unit Warden.
14. Create 3 new tabs for each year in the following spreadsheet:

J:\ShareAll\Program Supervisor III - Roberts\Seminary College\Comprehensive Applicant List

XXXX Applicant List: This will be a copy the "Final List of Applicants" from Step 10.

XXXX Accepted&Alternate: This list will be received from the Darrington Unit and SWBTS.

XXXX Original Enrollment: This will be the final list of offenders who start that class. It will be a mixture of offenders from the Accepted&Alternate lists, as some will decline to enroll and some will be denied by SCC.

15. After receiving the Accepted and Alternate list from the Darrington Unit and SWBTS, forward the list to the Deputy Director, RPD for review with Executive Administration.
16. The Deputy Director, RPD will approve the list to be sent to SCC for final clearance of the offenders to be housed on the Darrington Unit. After receipt of this approval, forward the Accepted and Alternate list of offenders to the SCC contact person. This is NOT a request for transfer; it is just a preliminary

request to see which offenders are eligible to be housed at Darrington. The transfer request will not be made until after the 1st of the following year.

17. After receipt of approval or denial from SCC, notify the Unit Chaplains which offenders have been selected. The Chaplain will need to send an email confirming that the offender still wishes to participate, upon selection. It is also important for the Chaplain to let the offender know he will not be moving immediately, and not to enroll in college courses for the next semester, as he will be moved to the Darrington Unit. The Chaplain can also let the offender know that he will not be moved, prior to the holidays. All transfers will take place after January. All offenders from the Accepted List who are approved by SCC will be notified, however, if there are some that were not approved or declined move to the next offender on the Alternate List. The alternate list will be listed in order of preference, so it is very important to go down this list in order.

Example: If 37 offenders on the Accepted list were approved by SCC, the first 3 on the Alternate list would be notified. There should be 40 offenders who consent and are approved. The only time this would not be the case, would be if the list of alternates had been exhausted.

MEMORANDUM OF AGREEMENT
BETWEEN TEXAS DEPARTMENT OF CRIMINAL JUSTICE
AND SOUTHWESTERN BAPTIST THEOLOGICAL SEMINARY

This MEMORANDUM OF AGREEMENT (the "Agreement") is made as of the SEPTEMBER 01, 2016, by and between SOUTHWESTERN BAPTIST THEOLOGICAL SEMINARY, a tax-exempt 501(c)(3) nonprofit organization with an office in Houston, Texas, and its principle office in FORT WORTH, TEXAS ("SWBTS"), and the TEXAS DEPARTMENT OF CRIMINAL JUSTICE ("TDCJ").

WITNESSETH:

WHEREAS, SWBTS entered into an agreement dated January 25, 2011 with the TDCJ to operate a Seminary Extension Program at the TDCJ's Darrington Unit; and

WHEREAS, that contract had been extended through August 31, 2016; and

WHEREAS, SWBTS wishes to continue the Seminary Extension Program at the TDCJ Darrington Unit for no-cost to TDCJ; and

WHEREAS, the mission of the TDCJ is to provide public safety, promote positive change in offender behavior, reintegrate offenders into society, and assist the victims of crime, and the TDCJ has the specific authority to accept gifts or grants from any public or private source for use in maintaining and improving correctional programs and services; and

WHEREAS, the TDCJ does not discriminate in the provision of services on the basis of race, color, religion, national origin, sex, age, disability, or veteran status; and

WHEREAS, the program services and privileges provided by the TDCJ are provided to all inmates under its care in a manner consistent with the individual's security and program classifications; and,

WHEREAS, SWBTS desires to operate a Seminary Extension Program ("Seminary Program") within the confines of the TDCJ Darrington Unit,

WHEREAS, the Seminary Program will be designed for all selected inmates to earn a Bachelor of Science degree with a major in Biblical Studies,

WHEREAS, services and privileges extend to all contract program providers as specified in TDCJ Policy are hereby extended to the SWBTS.

NOW THEREFORE, IT IS AGREED AS FOLLOWS:

1. INMATE CLASSIFICATION

- 1.1 The TDCJ has the sole responsibility for the classification and assignment of inmates under its jurisdiction, including members.
- 1.2 SWBTS staff may not serve as a member of the Darrington Unit Classification Committee.
 - 1.2.1 SWBTS staff may not attend the Darrington Unit Classification Committee as observers.

1.2.2 SWBTS staff may testify before the Institutional or Unit Classification Committees on matters pertaining to offenders as required by the terms of this Agreement.

1.2.3 SWBTS staff may recommend specific inmates for job assignments, but may not participate in the decision making process.

1.2.4 SWBTS staff may request cell changes or specific bunk assignments for Seminary PROGRAM purposes; but, may not participate in the decision making for such assignments.

2. INMATE SELECTION AND TERMINATION

2.1 The TDCJ has the sole responsibility for the approval and transfer of inmates who volunteer for the SEMINARY PROGRAM. SWBTS may recommend potential members for acceptance into the SEMINARY PROGRAM based on interviews with applicants, but the assignment decision rests with the TDCJ.

2.2 Reassignment of the inmate from the SEMINARY PROGRAM (whether or not the inmate stays at the same facility or is transferred elsewhere pending release) is solely a TDCJ decision.

2.3 The SWBTS Local Director may recommend removal an inmate from the SEMINARY PROGRAM for behavioral (Code of Conduct) or SEMINARY PROGRAM performance deficiencies, but the removal decision is the responsibility of the TDCJ.

2.4 Records and information about offenders are the property of the TDCJ. However, the TDCJ at the Darrington Unit will allow SWBTS staff to have access to them; but only to the extent necessary to provide individual counseling, release planning, or other SEMINARY PROGRAM related services.

2.5 SEMINARY PROGRAM participants will receive no special consideration for early release or parole except as the fulfillment of a general pro-social program requirement.

2.6 Inmates who are former SWBTS students may be recommended for reinstatement to the SEMINARY PROGRAM by the SWBTS Local Director, the decision is the responsibility of the TDCJ.

3. PRISON FACILITIES

3.1 The TDCJ will provide the physical space for all SEMINARYPROGRAM including classrooms, offices, recreational areas, and large meeting rooms.

3.2 The TDCJ will also provide the maintenance of those areas and provide for all utilities, such as heat, electricity, gas, and water.

3.3 Physical space for the Seminary PROGRAM will be provided in accordance with TDCJ Policy.

3.4 The physical space used to operate the Seminary PROGRAM, including classrooms, offices, recreational areas, and large meeting rooms is provided by the TDCJ as it does for all prison programs.

3.5 All facilities remain the property of the TDCJ. SWBTS may not make any permanent alterations to any TDCJ facility, including the painting of SWBTS logos, religious art, and frescos on prison walls, without Unit approval.

3.6 Logos, slogans, core values, and other SEMINARY PROGRAM related depictions may be displayed on banners, posters, pictures, plaques, etc., which are portable and removable with the Unit Warden's approval.

3.7 Religious art, scripture, and depictions that are portable and removable, may be displayed in prison areas used by SWBTS for SEMINARY PROGRAM and worship activities, but must be removed

when used by other inmates for non-SEMINARY PROGRAM purposes. This does not apply to TDCJ Chapels.

4. SWBTS SEMINARY PROGRAM SERVICES

- 4.1 SWBTS is responsible for the design of the program and for the provision of all program materials, including all program curricula.
- 4.2 All original work, including books, videos, audio cassettes, lesson plans, and other original educational material, is copyrighted by SWBTS where applicable.

5. STAFF AND VOLUNTEERS

A. TDCJ STAFF

- 5.1 The TDCJ provides the correctional staff necessary to secure the facility and the perimeter of the facility, as well as satisfy security needs of projects off-site pursuant to TDCJ Policy.
- 5.2 The TDCJ will continue to provide those services to inmates assigned to SWBTS pursuant to the aforementioned authority.

B. SWBTS STAFF AND VOLUNTEERS

- 5.3 SWBTS is responsible for recruiting, selecting, and training all staff and volunteers to operate the Seminary program.
- 5.4 SWBTS will hire full-time staff and mobilize volunteers to work with inmates selected to participate in the Seminary Programs.
 - 5.4.1 All staff hired by SWBTS must meet all of the TDCJ's security requirements and SWBTS personnel requirements.
 - 5.4.2 All SWBTS staff and volunteers are required to agree in writing to a code of conduct that requires respectful behavior and speech toward all religious faiths and toward individuals of all faiths or no faith.
 - 5.4.3 All volunteers on the Darrington Unit are considered to be TDCJ volunteers and are to abide by TDCJ rules and regulations. Volunteers serving on the Darrington Unit are not to be granted special privileges.
 - 5.4.4 SWBTS staff shall not perform any function normally performed by TDCJ staff unless specifically authorized in this Agreement for program services.

6. INMATE DISCIPLINE

- 6.1 The TDCJ has the sole responsibility for the creation and enforcement of rules or behavior and discipline for all inmates under their care pursuant to TDCJ Policy.
- 6.2 Oversight and enforcement of the TDCJ disciplinary policy is strictly a TDCJ function.
- 6.3 As with all contract program providers, SWBTS staff and volunteers are required to report violations of TDCJ rules of behavior and discipline in writing and to give testimony as witnesses thereof before TDCJ Unit Disciplinary Hearing Officer.
- 6.4 The TDCJ will not participate in the enforcement of SEMINARY PROGRAM related rules and standards of conduct.

7. TDCJ EMAIL NETWORKS

- 7.1 The TDCJ maintains an Email network for the communication of information and correspondence related to the provision of services within its scope of responsibility and control.
- 7.2 SWBTS staff members are required by the TDCJ to have email addresses and access to the TDCJ Email Network for administrative and reporting purposes pursuant to this Agreement.
- 7.3 This requirement does not in any way alter SWBTS's role as a contract service provider.

8. SECURITY AND CONTROL

- 8.1 The TDCJ has the sole responsibility for the security and control of the facility in which the SEMINARY PROGRAM is located.
- 8.2 Institutional access control and operation of security barriers that control inmate movement within the institution are the sole responsibility of the TDCJ.
- 8.3 SWBTS staff may not be issued keys for the control of access to the institution or for movement between security barriers within the institution. However, SWBTS staff may be issued keys for control of office and assigned SEMINARY PROGRAM areas for the protection of SWBTS equipment and records pursuant to this Agreement.
- 8.4 The TDCJ is responsible for the conduct of inmate counts within the facility.
- 8.5 SWBTS staff may not conduct official inmate counts, but may report the number of inmates in SWBTS assigned areas for verification purposes pursuant to this Agreement.

9. TDCJ REQUIRED TRAINING

- 9.1 The TDCJ has the sole authority to require and provide the type and scope of training for staff, volunteers, and contract providers prior to approval for the commencement of SEMINARY PROGRAM services according to TDCJ Policy.
- 9.2 Such training may include security skills and techniques; but does not allow SWBTS staff to provide security supervision of inmates in lieu of TDCJ staff pursuant to this Agreement.
- 9.3 TDCJ training for SWBTS Staff may include security skills and techniques; but does not allow SWBTS staff to provide security supervision of inmates in lieu of TDCJ staff.
- 9.4 SWBTS staff may not provide the required TDCJ training for TDCJ (non-SWBTS) volunteers or TDCJ Staff unless authorized to do so in a separate contract between the TDCJ and SWBTS.
- 9.5 SWBTS staff may provide orientation training regarding the SEMINARY PROGRAM to TDCJ employees and volunteers.

10. ESCORT AND SUPERVISION

- 10.1 Regardless of the type of TDCJ training provided, SWBTS staff may not provide classroom or building security in lieu of TDCJ staff pursuant to this Agreement.
- 10.2 The TDCJ has the sole responsibility for security escort and supervision inside the facility and in the community.
- 10.3 SWBTS staff may not escort inmates to or from the facility for activities in the community.
- 10.4 SWBTS staff may escort visitors and volunteers to and from areas within the institution as required by TDCJ Policy for contract program providers.

11. INSTITUTIONAL ADMINSTRATIVE COORDINATION AND SCHEDULING

- 11.1 The TDCJ has the sole responsibility for the administration and scheduling of activities conducted within the institution.
- 11.2 Pursuant to this Agreement, SWBTS staff is required to participate in Facility Departmental Head or Unit Management Team meetings for coordination purposes. This does not in any way confer decision making rights on SWBTS staff participants.

12. SPECIAL ADVANTAGES PROHIBITED

- 12.1 TDCJ may not confer privileges or advantages, on the SEMINARY PROGRAM, staff, or inmate members, not available to other program providers or other inmates similarly classified and engages in reentry programming.

13. TERM

This MOU is effective September 1, 2016 and will continue in effect until September 1, 2018. The MOU will automatically renew for subsequent two year terms unless terminated by TDCJ or SWBTS upon 30 days written notice.

Dated: 10/5/16

TEXAS DEPARTMENT OF CRIMINAL JUSTICE (TDCJ)

By: 

Its: Chief Financial Officer

Dated: 9/15/2016

SOUTHWESTERN BAPTIST THEOLOGICAL SEMINARY

By: 

Its: Vice President for Business Administration



SOUTHWESTERN
BAPTIST THEOLOGICAL SEMINARY

Bachelor of Science in Biblical Studies

Darrington Extension

Information & Application Packet



SOUTHWESTERN

BAPTIST THEOLOGICAL SEMINARY

Darrington Extension

Table of Contents

A Message from the Director of the Darrington Extension.....	4
Important Information about the Bachelor of Science in Biblical Studies.....	5
Application Process.....	8
Core Class Listing.....	9
Student Code of Ethical Conduct for Darrington Students.....	10

Appendix: Application Forms



SOUTHWESTERN

BAPTIST THEOLOGICAL SEMINARY

A Message from the Director of the Darrington Extension

Dear prospective student,

Thank you for your interest in Southwestern Baptist Theological Seminary's Bachelor of Science in Biblical Studies program. This degree, at the Darrington Unit in Rosharon, Texas, is designed to train offenders to serve their peers. If you are accepted into the program you will learn to use the Bible to promote moral rehabilitation in the offender population. As the lives of individuals are transformed from the inside out, the very culture within the Texas prison system will change.



While the opportunity to be a full-time college student at Southwestern Seminary is exciting, it will not be easy. Southwestern's undergraduate program is fully accredited by the Southern Association of Colleges and Schools, the same agency which accredits major universities in Texas. The academic standard is high and you will need to work hard to meet it. Furthermore, college life at the Darrington Unit is a life of sacrifice and service. You will be challenged in the classroom by your professors, but also on the Unit as you live and work among the general population.

The challenges will be real but the resources to meet them are already here. TDCJ has provided the farm, God has planted the seed, and now we are looking for laborers to go into the field. If you are willing to answer the call, Southwestern is ready to equip you and help you succeed.

In Christ,

Benjamin B. Phillips, PhD
Director of the Darrington Extension
Southwestern Baptist Theological Seminary



SOUTHWESTERN

BAPTIST THEOLOGICAL SEMINARY

Bachelor of Science Degrees

Important Information

Basic Qualifications

- Applicant must have the GED or a High School Diploma
- Applicant must have an EA score of 11 or better
- Applicant must have 10 years of sentence remaining **before** parole eligibility
- Applicant must have a G2/3 (or better) level of security
- No minor disciplinary cases in the last 6 months
- No major disciplinary cases in the last 12 months
- Applicant may have a religious affiliation or none at all
- Applicant understands that the Bachelor of Science in Biblical Studies is a totally voluntary unit program at the Darrington Unit (Rosharon, TX)

Transfer to the Darrington Unit

Applicants who are accepted as students will be transferred to the Darrington Unit in Rosharon, TX (south of Houston) in early January to begin an introductory semester (“pre-mester”) consisting of two classes (5 hours): “BIB 1002 – Academic Skills for College Students” and “BIB 1003 – Intro to Christianity and College Life.”

Cohort Structure

Students will move through their Seminary studies as a group (“cohort”). For the duration of their studies, they will take classes and occupy the library and computer lab with the same group of students. Southwestern Seminary will admit one cohort of 40 students per year to the Seminary program at the Darrington Unit.

Schedule (Programs)

- Application Window – 2 week period in July/August
- Transfer – early January
- Spring “Pre-mester” – late January through early May (2 classes totaling 5 hrs)
- Semesters – Fall: late August through early December (5 classes totaling 15 hrs) Spring: late January through early May (5 classes totaling 15 hrs)
- Summers—We do not anticipate offering credit classes during the summer semester. In the summer, students will work normal unit jobs as determined by the Warden. Southwestern may require students to attend non-credit classes one or two days a week.
- Graduation – early May (after completion of 4th full year)

Transfer of Credits

A transfer credit evaluation may be requested by submitting the following items to the Director of the Darrington Extension Program.

- A. Completed Transcript Evaluation Request Form (which may be requested upon starting the Spring “Pre-mester” of the program).
- B. Official copies of transcripts to be evaluated. (Official transcripts must be sent directly from the institution that originally awarded the credit to the Director of the Darrington Extension Program. It is the responsibility of the student to request transcripts in accordance with the transcript release policies in effect at institution(s) attended.)
- C. Copy of catalog course descriptions of all work to be evaluated.

Credit may be considered for transfer in accordance with the provisions of the transfer credit policy stated below:

- Credit from institutions which are either accredited or candidates for accreditation by a regional accrediting commission, the National Association of Schools of Music, or the Association for Biblical Higher Education may be considered for transfer credit.
- The minimum grade for transfer is “C”.
- The courses must have been substantially parallel to Southwestern courses as determined by the Director of the Darrington Extension Program.
- The maximum amount of transfer credit is 75 percent of the degree.
- Transfer credit from institutions outside the United States and Canada will be evaluated on an individual basis. A credential evaluation report will be required of each student desiring such credit and will serve as a guide for transfer credit evaluation.

Since the final 15 hours of a degree program must be earned in residence, prior approval must be given by the Registrar's Office to transfer any course work within the last 15 hours. Students transferring credits to complete graduation requirements must submit official transcripts at least 60 days before commencement to the Office of the Registrar.

Students who are granted permission to transfer credit hours into the Seminary Bachelor of Science degree will still be required to attend those classes with their cohort in order to help other students in the class as a peer-to-peer tutor.

“Electives”

The last 18 hours of the Bachelor of Science in Biblical Studies degree are designated as “elective” hours. Due to the cohort structure of the Seminary program at the Darrington Unit, “electives” will be selected for the cohort by the Director of the Darrington Extension based on facilities, faculty availability, and student interest. “Electives” will be selected from among a range of advanced classes in biblical studies, theology, and practical ministry.

Removal from the Program

Students may be removed from the Seminary program at Darrington by:

TDCJ Removal- students may be removed by TDCJ officials for disciplinary reasons after a disciplinary hearing.

Southwestern Removal- students may be removed by Southwestern Seminary for falling below a minimum grade-point average (GPA) or for violation of the Seminary Student Code of Conduct (even where such violation is not an offense under TDCJ policy) after an appropriate review process.

TDCJ and Southwestern may choose to apply disciplinary penalties short of removal from the program where appropriate. Students removed from the program will be eligible to re-apply to the program after four years.

Graduation

Upon graduation from the program, students will be expected to assist in ministering and promoting moral rehabilitation within the prison system.

Bachelor of Science in Biblical Studies

Application Process

Offenders who meet the basic qualifications above will be given the opportunity to apply by their Unit Chaplain in July/August. Applicants will be given two weeks to return completed applications. Applications will only be accepted through the official application process.

- The application form should be filled out in clear handwriting, according to directions.
 - The first page of the application must be filled out neatly and in full.
 - Applicants must sign the front page of the application, indicating that they have provided truthful information, and understand that false information will be grounds for rejection of the application and/or removal from the program.
- All three essays must be completed and submitted with the first page of the application.
 - Essays must be written neatly.
 - Essays should answer only the question asked on the essay page.
 - Essays should be written in the space provided.
 - Applicants must only write one line on each line provided.
 - Applicants may compose their essay on a separate piece of paper before writing on the application.
 - Only essays written on the application will be considered.
- The Student Body Covenant must be signed and returned as part of the application.
- Applicants are responsible for distributing recommendation forms.
 - Applicants may only put their name and TDCJ number on the recommendation forms in the designated box.
 - One recommendation form must be given to a Rehabilitation staff member or volunteer (such as a Unit Chaplain, ministry volunteer, Windham teacher, etc.).
 - The second recommendation form must be given to the Applicant's work supervisor OR a security staff member.
 - Recommendation forms will be returned by the evaluators directly to the Warden's office for inclusion in the application packet by the end of the two-week application window.
 - TDCJ staff members are NOT required to supply a recommendation for applicants. Staff may refuse to recommend an applicant.
 - Applications must have both recommendations in order to be considered.
- Applications which are not filled out according to instructions will not be considered.

Bachelor of Science in Biblical Studies

Anticipated Course Schedule

SPRING PRE-MESTER

(5 hours)

BIB 1002 Academic Skills for College Students	BIB 1003 Introduction to Christianity and College Life
---	--

FIRST YEAR

Fall Semester (15 hours)

Spring Semester (15 hours)

ENG 1103 English I—Rhetoric and Argument	ENG 1203 English II—Literary Structure and Composition
HIS 1113 Western Civilization I	HIS 1213 Western Civilization II
NAS 1103 Health Science	PHI 1203 Introduction to Christian Apologetics
BIB 1113 Bible Study and Interpretative Methods	BIB 1223 Narrative and Thematic Structure of the Bible
BIB 1123 Virtues of Godly Character	BIB 1213 The Christian Life

SECOND YEAR

Fall Semester (15 hours)

Spring Semester (15 Hours)

ENG 2103 English III—Research and Writing	ENG 2203 English IV—Principles of Speech
HIS 2103 World Religions	HIS 2213 Baptist History and Heritage
OTS 2103 OT Survey I—Law and Historical Books	NAS 2203 Issues in Physical Science
EVA 2113 Evangelism	OTS 2203 OT Survey II—Prophets
MIS 2013 Introduction to Missions	BIB 2213 Disciple-Making

THIRD YEAR

Fall Semester (15 hours)

Spring Semester (15 hours)

SOS 3103 Principles and Structure of American Politics	SOS 3203 Study in American Religious Movements
PHI 3113 History of Philosophy	CHH 3213 Survey of Church History
OTS 3103 OT Survey III—Wisdom	MTH 3223 Math for Financial Management
NTS 3113 NT Survey I—Gospels and Acts	NTS 3213 NT Survey II—Pauline Letters
<i>Elective Hours (3)</i>	<i>Elective Hours (3)</i>

FOURTH YEAR

Fall Semester (15 hours)

Spring Semester (15 hours)

SOS 4113 Contemporary Issues in American Culture	PHI 4213 Contemporary Worldviews
NTS 4113 NT Survey III—General Epistles and Revelation	NAS 4203 Introduction to Natural Science
THE 3103 Systematic Theology I	THE 4103 Systematic Theology II
<i>Elective Hours (3)</i>	<i>Elective Hours (3)</i>
<i>Elective Hours (3)</i>	<i>Elective Hours (3)</i>

SOUTHWESTERN BAPTIST THEOLOGICAL SEMINARY STUDENT CODE OF ETHICAL CONDUCT FOR DARRINGTON STUDENTS

The primary purpose of Southwestern Baptist Theological Seminary's Darrington Seminary Program to conduct a program of undergraduate theological education designed to equip long-term prisoners for effective Christian leadership in church-related ministries and other areas where theological training is necessary.

1. It is required that students preparing for Christian ministry and admitted into this institution will conduct themselves in a manner deemed by the institution as conduct becoming of a Southern Baptist minister.
2. Southwestern Baptist Theological Seminary is an educational institution committed to a high standard of academic integrity. As such, any student who submits work as part of the requirements for a course thereby asserts that the student personally has done that work and that it has not been submitted for credit in any other course without permission. Unless credit is explicitly given to sources, the student is asserting that the words and/or the thoughts are the student's own original work. Falling short of these standards is academic dishonesty.
3. The institution may take disciplinary action should any ethical standard of an academic and/or personal nature be violated. In the case of academic dishonesty (see item 2 above) breaches of this standard will result in the failure of the assignment along with further possible disciplinary measures as outlined below. All cases of plagiarism will be reported to the Vice President for Student Services and will be kept on file. The institution recognizes a professor's authority to undertake disciplinary actions concerning any of his students in the context of his classroom.
4. Generally, violations of the institution's ethical conduct policy include, but are not limited to:
 1. Academic dishonesty, including cheating, submitting without approval work originally prepared by the student for another course, and plagiarism, which is essentially submitting as one's own work material prepared in whole or in part by another person while failing to give proper credit on papers for sources used.
 2. Use or possession of beverage alcohol or illegal drugs;
 3. The use of tobacco products;
 4. Engaging in a lifestyle contrary to Biblical standards including, but not limited to, heterosexual misconduct, homosexual or bisexual behavior, transgenderism or any other form of sexual misconduct.

5. Giving false or incomplete statements to the institution orally or in writing including, but not limited to, one's application for admission or registration, or the altering of records;
 6. Financial irresponsibility;
 7. Fighting; abusive or vulgar language;
 8. Theft of institutional or personal property;
 9. Violation of the institution's academic regulations and policies;
 10. Neglect, disregard, or breach of established institutional policies that govern the use of any property or facility.
 11. Behavior, verbal, physical, or emotional, which is demeaning, harassing, or abusive of another person; and behavior that is profane or vulgar.
 12. Disrespect or abuse directed toward any faculty member, school administrator, or staff person.
 13. Any student who are themselves actively pursuing a process of marital separation or divorce must notify the Director of the Darrington Seminary Program and may be required to cease studies to give full attention to the protection and restoration of their family.
-
5. Students involved in an infraction of TDCJ Rules and Policies are accountable to the Darrington Unit authorities but may also be subject to discipline by Southwestern Baptist Theological Seminary. Southwestern Baptist Theological Seminary retains the right to discipline or remove students from the Darrington Seminary Program independently of the disciplinary decisions of TDCJ authorities.
 6. It is the intent of student discipline, in keeping with Galatians 6:1-2, to exercise genuine Christian concern in dealings with students and create occasions for learning, personal growth, and professional development. The welfare of the student, of the seminary community, and of the churches is the primary concern.
 7. In the attempt to make this a truly responsible and redemptive community, it is expected that students, faculty, administration, and staff will jointly accept the responsibility of reporting such actions as may be unacceptable, unethical, or detrimental to a Christian academic community or to the ministries that they serve. All apparent violations of the ethical conduct policies are to be reported to the Director of the Darrington Seminary Program for timely investigation and such action as may be necessary.

STUDENT BODY COVENANT OF ACCOUNTABILITY AND ENCOURAGEMENT

Motto: We Encourage Love, Integrity, Virtue, & Excellence Individually & Together (WE LIVE IT)

Preamble: the Covenant of Accountability and Encouragement is an endeavor by the student body of SWBTS (Darrington Campus) to help each other succeed in becoming the men God has called us to be. The covenant envisions a balance of liberty and structure towards the goal of growing alongside one another in preparation for our mission of individual moral reformation and culture change within TDCJ-ID.

No student has any power or authority over any other person and each student enjoys the mutual interchange of both accountability and encouragement equally. Students share a responsibility to uphold the dignity of fellow students, through a dedication to the well-being and integrity of the entire student body, in support of our common purpose as students at Southwestern Baptist Theological Seminary.

Commitment: The crisis we confront, the opportunity we face, and the mission we have embraced, requires us to live lives that are above reproach. Yet we recognize that this is something which we cannot accomplish as individuals, isolated from each other. Therefore, believing mutual accountability and encouragement to be necessary for us to answer God's calling:

- 1) I will accept and exercise my responsibility to uphold the integrity of the entire student body.
- 2) I will encourage and support my fellow students to moral and academic excellence as defined by the "SWBTS Code of Ethical Conduct for Darrington Students."
- 3) I will allow my fellow students to hold me accountable and encourage me to moral and academic excellence as defined by the "SWBTS Code of Ethical Conduct for Darrington Students."
- 4) I will value all seminary policies in and out of school (including but not limited to the "SWBTS Code of Ethical Conduct for Darrington Students").
- 5) I will take the initiative to work for reconciliation, communication, and the integrity of the student body.

Process of Receiving and Giving Accountability:

Receiving Accountability:

- 1) When someone approaches me about an accountability issue, I will listen carefully and graciously.
- 2) I will receive accountability, even if it is not given as humbly or graciously as I think it should be.
- 3) If I am presented with concerns that I think are questionable, I will ask the opinion of fellow students with a reputation for wisdom and godliness (such as a class representative) for their opinion.

Giving Accountability:

- 1) I will take the initiative to discuss accountability issues humbly with individual.
- 2) If no resolution is met than I will call on a class representative to serve as a mediator.
- 3) If no resolution is met the class representative will invite both parties to approach SWBTS staff for further support in seeking resolution of reformation.

Abridgements and abuses of the covenant are a testimony to a lack of commitment to the purposes and goals of the Darrington Seminary Program, and may result in removal from the program.

Signed: _____

Date: _____

RECOMMENDATION FORM – REHABILITATION/EDUCATION STAFF OR VOLUNTEER

This recommendation form is intended to give Southwestern Seminary a better picture of the applicant’s suitability for the Bachelor of Science in Biblical Studies program. Your knowledge of the applicant in daily prison life will be of great help. ***If you are willing and able to help, please fill out the form and return it directly to the Warden’s office within five days of receiving it.*** You may feel free to refuse to recommend that applicant, but please inform the applicant immediately.

APPLICANT’S NAME: _____ <div style="display: flex; justify-content: space-around; font-size: small;"> (Last) (First) (Middle) </div>	TDCJ#: _____
APPLICANT MUST NOT MARK OUTSIDE THIS BOX	

EVALUATOR’S NAME: _____

Role/Title in TDCJ/Unit: _____

Please rate the applicant in the following categories.

1. How often do you interact with the applicant?

0 – Not at all	1 – Once or twice a year	2 – Once or twice a month	3 – Once or twice a week	4 – Most days
----------------	--------------------------	---------------------------	--------------------------	---------------

PERSONAL QUALITIES:

2. Attitude:

0 – Unable to judge	1 – Poor	2 – Inconsistent	3 – Good	4 – Excellent
---------------------	----------	------------------	----------	---------------

3. Willingness to take correction:

0 – Unable to judge	1 – Rejects correction	2 – False acceptance	3 – Struggles but accepts	4 – Genuinely accepting
---------------------	------------------------	----------------------	---------------------------	-------------------------

4. Sincerity:

0 – Unable to judge	1 – Generally insincere	2 – False Sincerity	3 – Inconsistent	4 – Genuinely sincere
---------------------	-------------------------	---------------------	------------------	-----------------------

INTERACTION IN PRISON:

5. Ability to withstand negative peer pressure:

0 – Unable to judge	1 – Conforms to whatever group is present	2 – Occasionally able to resist	3 – Doesn’t conform to negative pressure	4 – Demonstrates positive leadership
---------------------	---	---------------------------------	--	--------------------------------------

6. Interaction with other offenders:

0 – Unable to judge	1 – Aggressive/ provokes problems	2 – Isolates/loner	3 – Gets along well with most others	4 – Peacemaker
---------------------	-----------------------------------	--------------------	--------------------------------------	----------------

7. Interaction with authority figures (security & non-security staff):

0 – Unable to judge	1 – Antagonist/ belligerent	2 – Pushes/ Tests boundaries	3 – Generally respectful	4 – Consistently very respectful
---------------------	-----------------------------	------------------------------	--------------------------	----------------------------------

PROGRAM GOALS:

8. Academic ability:

0 – Unable to judge	1 – Poor	2 – Average	3 – Good	4 – Excellent
---------------------	----------	-------------	----------	---------------

9. Potential to complete an undergraduate program:

0 – Unable to judge	1 – Quits easily/ Unlikely to complete	2 – Will probably complete	3 – Motivated/ likely to complete	4 – Highly motivated/certain to complete
---------------------	--	----------------------------	-----------------------------------	--

10. Desire to minister to/serve other offenders:

0 – Unable to judge	1 – No desire to serve	2 – Expresses desire to serve	3 – Genuine desire to minister/serve	4 – Already ministering/serving
---------------------	------------------------	-------------------------------	--------------------------------------	---------------------------------

OTHER QUESTIONS

Please share with us any information about the applicant that you think would help us in evaluating their application for admission to the Bachelor of Science in Biblical Studies program. Feel free to attach a separate letter. Be sure to include the applicant's name and TDCJ number on that letter.

FINAL QUESTION: Do you recommend this offender for admission to Southwestern Seminary's Bachelor of Science in Biblical Studies Program?

1 - No	2 - Neutral	3- With reservation	4 - Recommend	5 - Strongly recommend
--------	-------------	---------------------	---------------	------------------------

Signature

Date

Return to Warden's office upon completion. DO NOT give to applicant.

Warden's Signature

Date

NOTE: Warden's signature only indicates that the Warden reviewed the evaluation.

OTHER QUESTIONS

Please share with us any information about the applicant that you think would help us in evaluating their application for admission to the Bachelor of Science in Biblical Studies program. Feel free to attach a separate letter. Be sure to include the applicant's name and TDCJ number on that letter.

FINAL QUESTION: Do you recommend this offender for admission to Southwestern Seminary's Bachelor of Science in Biblical Studies Program?

1 – No	2 - Neutral	3- With reservation	4 – Recommend	5 – Strongly recommend
--------	-------------	---------------------	---------------	------------------------

Signature

Date

Return to Warden's office upon completion. DO NOT give to applicant.

Warden's Comments (if any): _____

(Signature)

(Date)

This box is for the Warden's Use Only. Wardens should feel free to attach a separate letter if needed.

NOTE: Warden's signature only indicates that the Warden reviewed the evaluation.