

COURSE OF STUDY SCHOOL OF OHIO
HOSTED BY METHODIST THEOLOGICAL SCHOOL IN OHIO
for Full-Time and Part-Time Local Pastors
Phone: 740/362-3120; E-mail: cos@mtso.edu

Grading System

“**A**”, “**A-**” - The requirements of the course have been met with exceptional levels of excellence and creativity.

“**B+**”, “**B**”, “**B-**” - good work

“**C+**”, “**C**”, “**C-**” - work meets minimum standards

“**D**” - substandard but passing work

“**F**”— All the requirements of the course have not been adequately fulfilled and no credit can be given; failing work

“**WD**”— Student did not attend course

Grades of B+ or higher may be transferable into other educational programs (e.g., Advanced Course of Study, seminary level work, etc.)

Note—National policy stipulates that a person cannot miss more than 20% (or 3.5 hours) of a course and still receive credit.

Please note that there are not “Incompletes” in Course of Study School. Since pastors constantly need to meet deadlines in their work, and since work due is clearly outlined in syllabi ahead of time, there is no need for any incompletes.

Grade sheets are sent to the student (who is responsible for giving a copy to the District Superintendent or District Committee on Ministry), Annual Conference Registrar, and the General Board of Higher Education and Ministry. Instructor’s comments in each section give district and conference boards information to judge how the student engaged the material and learning process. Evaluations appropriately include any concerns about the student as well as highlight strong gifts for ministry.

The evaluation sheet for the Course of Study School of Ohio includes:

- Letter Grade
- Academic Strengths/Weaknesses
- Writing Skills
- Relational Skills
- Oral Presentation Skills
- Additional Comments
- Notes on Spiritual Formation (these comments are added by COS staff)

4/25/03 revised for name change
5/29/03 revised for phone number and locations
6/25/03 revised for Incomplete Policy
6/1/06 revised to credit/non-credit system for grading
3/1/07 revised to letter grading system
2007 Fall Term: letter grading system implemented
1/1/08 revised with B,C,D descriptions