



JUDAH  
— BIBLE COLLEGE —

**ABOUT  
JUDAH BIBLE COLLEGE**



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## 01 HERITAGE & HISTORY

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Judah Bible College was founded in 2022 as **Roar School of Ministry** — a certificate-granting school of ministry established under the leadership of Dr. Steve and Pastor Reita Ball, founders and lead pastors of Metro Tab Church in Chattanooga, Tennessee. From its very first semester, the school enrolled over 100 students hungry for biblical training, Spirit-empowered formation, and equipping for the work of the ministry. That response confirmed what the leadership had long sensed: a generation of believers was crying out for serious training in the Word and the Spirit, and the local church was meant to be the place that delivered it.

For its first season, Roar School of Ministry served its community well. Students completed certificate programs, were equipped for ministry roles in their local churches, and went out to serve. The school grew. The vision sharpened. And then, in 2025, the Lord opened a door that changed everything.

In the spring of 2025, the school received accreditation through Transworld Accrediting Commission International — a recognized international accrediting body for evangelical theological institutions. With accreditation came a clear conviction: the season of operating as a church-based certificate program had reached its completion. The leadership recognized that the same vision — raising up Spirit-filled, biblically grounded believers — now required a higher academic structure to match the weight of what God had built. The school needed to transition from a certificate-granting school of ministry to a degree-granting Bible college.

That transition required more than a structural change. It required a new identity — one that captured the apostolic-prophetic depth of what was being built and the prophetic mandate the school was carrying into a darkening hour. After significant prayer, counsel, and discernment by the leadership team, the new identity was confirmed: **Judah Bible College.**

On May 17, 2026, Roar School of Ministry was publicly relaunched as Judah Bible College. The relaunch represented continuity with everything God had already built and a Spirit-led step into the larger assignment ahead — the formation of an army of leaders trained for the advancing of the Kingdom of God.

## **CONTINUITY FROM ROAR**

Students who began their training under Roar School of Ministry are honored as the foundational class of Judah Bible College. Their certificates remain valid and recognized. Their journey under the original name is part of the institutional record and the testimony of how this college began. We do not separate the eras — we celebrate them as one continuous story of God’s faithfulness to a school He has been building from the start.

## 02 OUR RELATIONSHIP TO METRO TAB CHURCH

Judah Bible College does not operate as an independent institution. JBC is a ministry of **Metro Tab Church** — a non-denominational, Spirit-filled, multi-racial church located in Chattanooga, Tennessee, with over 20 nationalities represented in its membership. This is not a marketing arrangement. It is a **structural reality** that defines who we are and how we operate.

*“Now these are the gifts Christ gave to the church: the apostles, the prophets, the evangelists, and the pastors and teachers. Their responsibility is to equip God’s people to do His work and build up the church, the body of Christ.” — Ephesians 4:11–12 (NLT)*

### WHY THIS MATTERS

In the modern era, many Bible colleges have drifted away from the local church — operating as parachurch academic institutions disconnected from the spiritual covering, accountability, and mission of any particular body. The result, repeatedly demonstrated over the last fifty years, has been schools that produce credentialed graduates who are spiritually disconnected from the very Church they were trained to serve.

Judah Bible College is built on the opposite conviction. We believe Ephesians 4 is plain: the equipping of the saints is the assignment of the local church, given to apostolic and prophetic leadership for that purpose. JBC therefore exists **inside the local church, not alongside it**. Every student is being formed under apostolic covering. Every leader who teaches at JBC is connected to a real local church body. The school does not exist to compete with the local church — it exists to **strengthen it**.

### WHAT THIS MEANS FOR STUDENTS

Students enrolled at JBC are not just enrolled at a school. They are being mentored under the apostolic covering of Dr. Steve and Pastor Reita Ball, who serve as Chancellor and Vice Chancellor of the college. They are part of the broader Metro Tab Church family for the season of their formation. The values, the worship culture, the ministry posture, and the apostolic-prophetic DNA of Metro Tab Church flow directly into the formation of every JBC student.

When a student graduates from Judah Bible College, they carry not only an academic degree but a spiritual lineage — trained in a house, formed under leadership, and sent out with the prayers, blessing, and partnership of a real Kingdom community standing behind them.

### **LOCAL CHURCH MEMBERSHIP REQUIRED**

Because of this foundational conviction, every JBC student is required to be planted, serving, and submitted to a healthy local church for the entire duration of their enrollment. Local students are encouraged (though not required) to make Metro Tab Church their home. Out-of-town students must identify a local church home in their own city and provide pastoral verification of their active involvement. The local church is not optional. It is the soil in which all spiritual formation must take root.

### 03 THE LION OF JUDAH IDENTITY

Names matter. In Scripture, names are never accidental. When God renames a person, He is declaring identity. When a tribe carries a particular name, that name carries the assignment, the gifting, and the destiny of the people who bear it. The choice to name this college **Judah Bible College** was not casual. It was prophetic. The name shapes the school.

*“Look, the Lion of the tribe of Judah, the heir to David’s throne, has won the victory.”*  
— **Revelation 5:5 (NLT)**

#### JUDAH — THE TRIBE OF PRAISE

In Genesis 29:35, when Leah gave birth to her fourth son, she said, “Now I will praise the Lord.” And she named him Judah, which in Hebrew sounds like the word for praise. From the beginning, Judah was the tribe of **worship**. To name a school for the tribe of Judah is to declare that everything we form will rise out of a culture of praise.

#### JUDAH — THE TRIBE THAT GOES FIRST

In Judges 1:1–2, after the death of Joshua, Israel asked the Lord which tribe should go first into battle to take the Promised Land. The Lord answered: **“Judah is to go first.”** Judah always went first. They led the army of Israel into the most difficult ground. They did not hold the line — they advanced it. To name a school for Judah is to declare that we are forming leaders who will go first — first into the unreached neighborhoods, first into the difficult conversations, first into the dark places where the Church has been silent for too long.

#### OUR INSTITUTIONAL MOTTO

***“Judah goes first.”***  
— **Judges 1:2 (NLT)**

## JUDAH — THE LION OF GOD

Judah is also **the Lion**. In Genesis 49:9–10, on his deathbed, Jacob blessed his son Judah with these words: “Judah, my son, is a young lion that has finished eating its prey... The scepter will not depart from Judah, nor the ruler’s staff from his descendants, until the coming of the One to whom it belongs, the One whom all nations will honor.” That prophecy was fulfilled in Christ — the Lion of the tribe of Judah, the heir of David, the King of kings (Revelation 5:5, NLT). The Lion of Judah is Jesus Himself.

To call this college Judah Bible College is to name the school after the One who founded the Church. Every student who walks through these doors is being formed in the image of the Lion. Every graduate sent out from this college carries the lion’s roar of the Kingdom into whatever assignment the Lord gives them. We are not raising up timid Christians. We are raising up **lions** who will represent their King with boldness, courage, and the unmistakable authority of those who have been with Jesus.

## JUDAH — THE ROYAL LINEAGE OF CHRIST

Through the tribe of Judah came the lineage of King David. Through the lineage of David came the Messiah. Every promise about the eternal throne of God runs through Judah. The very Messianic line is a Judah line. To bear the name Judah is to be connected to royalty — not by privilege, but by purpose. JBC graduates are being formed to walk in the dignity, authority, and assignment of **kings and priests of the Most High God** (Revelation 1:6, NLT). This is who they are. This is who they will be sent out as.

## 04 MISSION, VISION & CORE VALUES

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The full Mission, Vision, and Core Values document is published separately and incorporated by reference into this Catalog. Below is a brief summary; the complete statement is available on the JBC website and in the JBC student portal.

### MISSION

*Know the Word. Move with the Spirit. Walk in dominion.*

### VISION

To raise up a generation of Spirit-filled, biblically grounded believers who will rise, mobilize, and take their rightful place in advancing the Kingdom of God.

### CORE VALUES

JBC is built on seven core values:

- **The Word** (*Biblical Authority*) — Scripture is the final authority for doctrine, leadership, and life.
- **The Spirit** (*Spirit-Empowered Living*) — The Holy Spirit is essential, not optional, in formation and ministry.
- **Character** (*Spiritual Formation*) — Christlike maturity is more important than ministry activity.
- **Authority** (*Kingdom Demonstration*) — The Kingdom is not just talk; it is power demonstrated in the lives of believers.
- **Leaders** (*Leadership Development*) — Leaders are intentionally identified, developed, and deployed.
- **The Church** (*Local Church Commitment*) — The local church is God’s primary strategy for advancing His Kingdom.
- **Multiplication** (*Kingdom Expansion*) — We measure success not by who comes, but by who is sent.



## 05 STATEMENT OF FAITH

Firmly rooted in Scripture, the beliefs of Judah Bible College guide everything we do. All students, faculty, staff, and members of the JBC leadership are required to affirm this Statement of Faith and to live and teach in a manner consistent with it. While JBC welcomes honest questions, doctrinal exploration, and humble dialogue about secondary matters, we do not negotiate on the historic essentials of the Christian faith summarized in the articles below.

*“Continue to believe the truth that you have been taught from the beginning. If you continue in what you have learned, you will remain in fellowship with the Son and with the Father.” — 1 John 2:24 (NLT)*

### HOLY BIBLE

The Word of God is inspired, infallible, inerrant and the final authority in determining doctrinal truths.

*(John 1:14; 2 Timothy 3:16-17; 1 John 2:5,6; 2 Peter 1:20-21; Proverbs 30:5; Romans 16:25-26)*

### TRINITY

We believe in one God, eternally existing in three persons: Father, Son and Holy Spirit. These three are co-equal and co-eternal.

*(1 John 5:7; Genesis 1:26; Isaiah 43:10; Matthew 3:16-17, 28:19; Luke 1:35; Isaiah 9:6; Hebrews 3:7-11)*

### VIRGIN BIRTH

Jesus Christ was conceived by God the Father, through the Holy Spirit (the third person of the Trinity) in the virgin Mary’s womb; therefore, He is the Son of God.

*(Matthew 1:18, 23-25; Luke 1:27-35; Isaiah 7:14)*

### JESUS CHRIST

Jesus Christ is the Son of God, the second person of the Trinity. While on earth, He was 100% God and 100% man. He is the only man ever to have lived a sinless life. He was born of a virgin, lived a sinless life, performed miracles, died on the cross for mankind and thus, atoned for our sins through the shedding of His blood. He rose from the dead on the third day according to the Scriptures, ascended to the right hand of the Father, and will return

again in power and glory. We believe every believer must have a personal and intimate relationship with Jesus Christ, for apart from Him we can do nothing.

*(Matthew 1:23; John 1:1,14; 15:1-5; 20:28; Luke 1:31,35; 1 Corinthians 15:3; 2 Corinthians 5:21; Hebrews 13:5-6; 1 Timothy 2:5; 3:16; Isaiah 9:6; Philippians 2:5-6)*

## **REDEMPTION**

Man was created good and upright, but by voluntary transgression he fell; his only hope of redemption is in Jesus Christ, the Son of God.

*(Genesis 1:26-31; 3:1-7; Romans 5:12-21)*

## **REPENTANCE**

Repentance is the commitment to turn away from sin in every area of our lives and to follow Christ, which allows us to receive His redemption and to be regenerated by the Holy Spirit. Thus, through repentance we receive forgiveness of sins and appropriate salvation.

*(Acts 2:21; 3:19; 1 John 1:9)*

## **SALVATION**

Salvation is free and apart from any work of man. It is a result of the sovereign grace of God. The Blood that Jesus Christ shed on the Cross of Calvary was sinless and is 100% sufficient to cleanse mankind of all sin.

*(Ephesians 2:8-9; Galatians 2:16; 3:8; 5:5; Romans 3:10-12,23; 5:1; 10:9-10; Titus 3:5; Acts 16:31; Hebrews 9:22; 1 John 1:7; Revelation 1:5, 5:9; Colossians 1:20; John 1:29)*

## **SANCTIFICATION**

Sanctification is the ongoing process of yielding to God's Word in order to develop Christ's character in us. This occurs through the ministry of the Holy Spirit.

*(Romans 8:5,29; 2 Corinthians 3:18; 6:14-18; Philippians 2:12,13; 3:14; 1 Thessalonians 4:3-8, 5:23; 2 Thessalonians 2:1-3; Hebrews 2:11; 12:14)*

## **HOLY SPIRIT**

Given at Pentecost, the Holy Spirit is the promise of the Father, sent by Jesus after His Ascension, to empower believers. We are filled with His Spirit and speak with other tongues as He gives the utterance.

*(Acts 1:5; 2:1-4,17,38-39; 8:14-17; 10:38,44-47; 11:15-17; 19:1-6; Ephesians 5:18-21; Joel 2:28,29; Matthew 3:11)*

## **GIFTS OF THE SPIRIT**

The Holy Spirit is manifested through a variety of spiritual gifts to build and sanctify the church, demonstrate the validity of the resurrection, and confirm the power of the Gospel. All believers are commanded to earnestly desire the manifestation of the gifts in their lives. These gifts always operate in harmony with the Scriptures and should never be used in violation of Biblical parameters.

*(Hebrews 2:4; Romans 1:11, 12:4-8; Ephesians 4:16; I Timothy 4:14; II Timothy 1:6-7; I Corinthians 12:1-31, 14:1-40; I Peter 4:10)*

## **WATER BAPTISM**

Following faith in Jesus Christ, the new convert is commanded by the Word of God to be baptized in water in the Name of the Father, and of the Son and of the Holy Spirit.

*(Matthew 28:19; Romans 6:3-6; Colossians 2:11-14; Acts 2:38)*

## **THE LORD'S SUPPER**

Communion is a unique time in the presence of God when the elements of bread and grape juice (the Body and Blood of the Lord Jesus Christ) are taken in remembrance of Jesus' sacrifice on the Cross.

*(Matthew 26:26-29; Mark 16:16; Acts 8:12, 36-38; 10:47-48; I Corinthians 10:16, 11:23-25)*

## **MARRIAGE**

Marriage is defined in the Bible as a covenant, a sacred bond between one man and one woman, instituted by and publicly entered into before God.

*(Matthew 19:4-6)*

## **HEALING**

Healing of the sick is illustrated in the life and ministry of Jesus and included in the commission of Jesus to His disciples. It is given as a sign, which is to follow believers. It is also a part of Jesus' work on the Cross and is one of the gifts of the Spirit. We have authority over sickness, disease, demons, curses and every circumstance in life.

*(Psalm 103:2-3; Isaiah 53:5; Matthew 8:16-17; Mark 16:17-18; Luke 10:19; Acts 8:6-7, 10:38; James 5:14-16; 1 Corinthians 10:4-5; 12:9, 28; Romans 11:29; 1 Peter 2:24)*

## **THE CHURCH**

The church is the Body of Christ, the habitation of God through the Spirit, with divine appointments for the fulfillment of Jesus' great commission. Every person who is born of

the Spirit is an integral part of the church as a member of the body of believers. There is a spiritual unity of all believers in our Lord Jesus Christ.

*(Ephesians 1:22; 2:19-21; Hebrews 12:23; John 17:11,20-23)*

### **FIVE-FOLD MINISTRY**

We believe the callings of Apostle, Prophet, Evangelist, Pastor, and Teacher are functioning within the Body of Christ until the Lord's return. These ministries are gifts to the church for the purpose of equipping the saints for the work of ministry, that the Body of Christ may be edified.

*(Ephesians 4:11-14)*

### **GOD'S WILL FOR PROVISION**

We believe it is the Father's will for believers to become whole, healthy and successful in all areas of life:

- **Spiritual** — *(John 3:3-11; 2 Corinthians 5:17-21; Romans 10:9-10)*
- **Mental and Emotional** — *(2 Timothy 1:7, 2:11; Philippians 4:7-8; Romans 12:2; Isaiah 26:3)*
- **Physical** — *(Isaiah 53:4,5; Matthew 8:17; 1 Peter 2:24)*
- **Financial** — *(Joshua 1:8; Malachi 3:10-11; Luke 6:38; 2 Corinthians 9:6-10; Deuteronomy 28:1-14; Psalm 34:10, 84:11; Philippians 4:19)*

### **RESURRECTION**

Jesus Christ was physically resurrected from the dead in a glorified body three days after His death on the cross.

*(Luke 24:16, 36, 39; John 2:19-21; 20:26-28; 21:4; Acts 24:15; 1 Corinthians 15:42,44; Philippians 1:21-23; 3:21)*

### **HEAVEN**

Heaven is the eternal dwelling place for all believers in the Gospel of Jesus Christ.

*(Matthew 5:3, 12,20; 6:20; 19:21; 25:34; John 17:24; 2 Corinthians 5:1; Hebrews 11:16; 1 Peter 1:4)*

### **HELL**

After living one life on earth, the unbelievers will be judged by God and sent to Hell where they will be eternally tormented with the devil and the fallen angels.

*(Matthew 25:41; Mark 9:43-48; Hebrews 9:27; Revelation 14:9-11; 20:12-15; 21:8)*

## **SECOND COMING**

Jesus Christ will physically and visibly return to Earth for the second time to establish His Kingdom. This will occur at a date undisclosed by the Scriptures.

*(Matthew 24:30, 26:63-64; Acts 1:9-11; 1 Thessalonians 4:15-17; 2 Thessalonians 1:7-8; Revelation 1:7; 22:1,11,20)*



## 06 LEADERSHIP & GOVERNANCE

Judah Bible College operates with a clear, simple governance structure designed to keep the school accountable to its mission, its covering, and its students. Full bios of the JBC leadership are published in the separate *Faculty & Leadership* document and are incorporated by reference into this Catalog.

### GOVERNANCE STRUCTURE

ROLE	OFFICEHOLDER	RESPONSIBILITY
<b>Chancellor</b>	<b>Dr. Steve Ball</b>	Apostolic covering, vision, doctrinal oversight, final spiritual authority over the institution.
<b>Vice Chancellor</b>	<b>Pastor Reita Ball</b>	Apostolic covering, complementary leadership, prophetic oversight.
<b>Executive Director</b>	<b>Pastor Adam Aziz</b>	Day-to-day institutional leadership, academic administration, faculty & curriculum oversight, student affairs, accreditation compliance.

### HOW DECISIONS ARE MADE

Day-to-day institutional decisions — academic policy, faculty assignments, student matters, financial operations, curriculum development — are the responsibility of the Executive Director, exercised in regular consultation with the Chancellor and Vice Chancellor. Major institutional decisions — doctrinal positions, mission revisions, governance changes, accreditation matters, and significant financial commitments — are made by the Chancellor in consultation with the Vice Chancellor and Executive Director, and in alignment with the leadership of Metro Tab Church under whose covering the school operates.

## **FACULTY**

Faculty are credentialed instructors selected for biblical depth, ministry fruit, doctrinal integrity, and Spirit-empowered formation. Each faculty member is required to affirm the JBC Statement of Faith, comply with the JBC Code of Conduct, and live consistently with the values and standards of the institution. Faculty assignments are made by the Executive Director in consultation with the Chancellor.

## **APOSTOLIC COVERING**

Beyond the formal governance structure, JBC operates under the apostolic covering of Dr. Steve and Pastor Reita Ball as the founders and lead pastors of Metro Tab Church. This is not a symbolic relationship. It is the spiritual reality that holds the school accountable, prayed for, and aligned with a real apostolic house. Major spiritual and doctrinal direction for the institution flows through this covering.

## 07 ACCREDITATION

Judah Bible College is accredited by **Transworld Accrediting Commission International** — an international accrediting body for evangelical theological institutions, schools, seminaries, colleges, and universities. Transworld has served the global Bible college community for over 38 years and accredits a wide range of established Spirit-filled and apostolic-prophetic institutions including Rhema Bible Training College, Charis Bible College, Kenneth Copeland Bible College, King Jesus University, and many others.

### ACCREDITATION CONTACT

#### **Transworld Accrediting Commission International**

Mailing Address: P.O. Box 354629, Palm Coast, FL 32135 USA

Office: 9085 California Avenue, Riverside, CA 92503 USA

Phone: (951) 901-5586

Email: [office@transworldaccrediting.com](mailto:office@transworldaccrediting.com)

Website: [transworldaccrediting.com](http://transworldaccrediting.com)

### WHAT TRANSWORLD ACCREDITATION MEANS

Transworld accreditation confirms that Judah Bible College has met established standards of academic excellence, biblical fidelity, doctrinal integrity, and institutional integrity recognized by an independent international body in the evangelical theological education community. JBC voluntarily submits to ongoing review and standards-keeping by Transworld as a means of maintaining institutional accountability and continuous improvement.

### WHAT PROSPECTIVE STUDENTS SHOULD UNDERSTAND

Transworld is a **religious accrediting body** — not a regional or U.S. Department of Education-recognized accreditor. This is normal and expected for evangelical Bible colleges; the great majority of accredited Spirit-filled and apostolic-prophetic Bible colleges in the United States are accredited through religious accrediting bodies rather than secular regional accreditors. JBC believes this distinction matters and we want every prospective student to understand it before they enroll.

Specifically, prospective students should be aware that:

- **Federal Financial Aid:** JBC degrees are not eligible for U.S. Department of Education Title IV federal financial aid (Pell Grants, federal student loans, etc.). All tuition is paid out-of-pocket, through payment plans, or through scholarships and other means.
- **Credit Transfer to Secular Institutions:** Credits earned at JBC may not transfer to secular regionally-accredited universities. Students who anticipate pursuing further education at a secular university should verify the transferability of JBC credits with that institution before enrolling.
- **Recognition by Other Bible Colleges & Seminaries:** JBC degrees are generally recognized by other Transworld-accredited institutions and many religious seminaries. Students considering graduate-level theological education should verify recognition with their target institution.
- **Recognition by Employers:** JBC degrees are recognized by churches, ministries, denominations, and Christian organizations within the Spirit-filled, evangelical, and apostolic-prophetic streams. Recognition by secular employers varies and depends on the role and the employer's own evaluation criteria.

JBC believes that honest, upfront disclosure of all of the above is part of how we honor every student who entrusts their formation to us. We will never oversell what our credential does. We will simply do everything we can to make sure the formation behind it is so deep, so substantive, and so Spirit-empowered that the credential is the smallest of the things our graduates carry into the world.

## 08 STATE AUTHORIZATION & RELIGIOUS EXEMPTION

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Judah Bible College operates as a religious educational institution under the protection of the United States Constitution, the Religious Freedom Restoration Act, and applicable Tennessee law. JBC is a ministry of Metro Tab Church, all degrees offered include substantial religious content, and the institution's mission, governance, and curriculum are inseparable from its religious identity.

### TENNESSEE RELIGIOUS EXEMPTION

Tennessee law provides a **religious exemption** pathway under Tennessee Code Annotated § 49-7-2004 and Rule 1540-01-02-.05 for religious institutions operating within the state. JBC operates under this exemption, which acknowledges the constitutional protection of religious institutions to provide religious education without the regulatory oversight of the Tennessee Higher Education Commission (THEC) that applies to non-religious post-secondary institutions.

### OUT-OF-STATE STUDENTS

JBC operates primarily as an online institution, with in-person Dominion Weekend gatherings held at Metro Tab Church in Chattanooga, Tennessee. We welcome students from across the United States and internationally.

State authorization rules for online enrollment vary significantly across the United States. Some states recognize religious-exempt institutions from other states; others do not.

**Prospective students residing outside of Tennessee are responsible for verifying their own state's recognition of religious-exempt theological education before enrolling.**

The ultimate responsibility for understanding the legal and educational implications in their state of residence rests with the student.

### INTERNATIONAL STUDENTS

JBC welcomes international students. Recognition of JBC degrees by foreign governments, ministries, and educational institutions varies by country. International students should verify with the relevant authorities in their home country before enrolling. JBC will provide reasonable supporting documentation upon request.



## 09 WHERE WE ARE & HOW TO REACH US

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Judah Bible College welcomes inquiries from prospective students, parents, partner pastors, accreditors, regulatory agencies, and the general public. We aim to respond to all inquiries within **5-10 business days** of receipt.

### CONTACT JUDAH BIBLE COLLEGE

**Mailing Address:** PO Box 23527, Chattanooga, TN 37422

**Phone:** (423) 894-3377

**Email:** [admin@judahbiblecollege.org](mailto:admin@judahbiblecollege.org)

**Website:** [judahbiblecollege.org](http://judahbiblecollege.org)

### IN-PERSON VISITS

JBC operates as an online institution and does not maintain a separate brick-and-mortar campus. In-person Dominion Weekend gatherings are held at Metro Tab Church, the host congregation under whose covering the school operates. Prospective students wishing to attend a Sunday service at Metro Tab Church or schedule a campus visit during a Dominion Weekend are encouraged to contact the Office of the Executive Director in advance to coordinate.



## 10 CATALOG REQUIREMENTS POLICY

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Each JBC student graduates under the program requirements published in the Catalog in effect at the time the student initially enrolled, **provided enrollment is continuous**. This policy protects students from being subject to mid-degree changes in degree requirements while also protecting JBC's ability to evolve its programs over time.

### CATALOG OF RECORD

A student's "**Catalog of Record**" is the version of the JBC Academic Catalog in effect during the term of the student's initial continuous enrollment. The Catalog of Record specifies the program requirements (course requirements, credit hours, prerequisites, capstone or practicum requirements, etc.) that the student must complete in order to graduate.

### WHEN THE CATALOG OF RECORD CHANGES

A student is bound by the Catalog of Record in effect at the time of initial enrollment **unless one of the following occurs**:

- **Break in enrollment of two or more consecutive semesters:** If a student is not enrolled at JBC for two or more consecutive semesters (excluding summer term), the student's Catalog of Record upon return becomes the Catalog in effect at the time of re-enrollment.
- **Change of program:** If a student formally changes degree programs (e.g., from BBS to BML), the student's Catalog of Record becomes the Catalog in effect at the time the program change is approved.
- **Voluntary election by the student:** A student may, at their discretion, formally elect to graduate under a more recent Catalog by submitting a written request to the Executive Director. Once granted, the election is final and the student is bound by all requirements of the elected Catalog (cannot select favorable provisions from one and unfavorable from another).

### TIME LIMIT ON CATALOG OF RECORD

A Catalog of Record remains valid for a maximum of **six (6) years from the date of initial enrollment** for bachelor's degree programs and **four (4) years from the date of initial enrollment** for the associate degree program. Students whose enrollment extends beyond

these timeframes will be moved to a more recent Catalog of Record at the discretion of the Executive Director, in consultation with the student. Refer to the Maximum Time Frame for Degree Completion Policy in the Grading Scale & Academic Standing Policy for related requirements.

## **STUDENT RESPONSIBILITY**

Each student is responsible for:

- Knowing which Catalog is their Catalog of Record.
- Understanding the program requirements specified in their Catalog of Record.
- Tracking their own progress toward graduation against those requirements.
- Consulting with the registrar regarding any questions about Catalog requirements or progress.

Faculty advisors and the Executive Director will provide guidance and support, but the ultimate responsibility for understanding and fulfilling Catalog requirements rests with the student.