

PT5400
CLASSICS OF PERSONAL DEVOTION
SYLLABUS



REFORMED THEOLOGICAL SEMINARY
CHARLOTTE

SPRING 2026

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Syllabus for PT5400: Classics of Personal Devotion

REFORMED THEOLOGICAL SEMINARY - CHARLOTTE

SPRING 2026

ROD CULBERTSON, JR.

ASSOCIATE PROFESSOR OF PASTORAL THEOLOGY

COURSE DESCRIPTION: Devotional writings from the history of the church, as well as from more contemporary Christians, are read and discussed to deepen the student's knowledge of and love for God. This course exposes students to some of the most famous books in the Christian tradition authored by people on a quest for holiness. By discussing a cluster of popular texts and authors on the subject of godliness, students learn to read with discernment as they set their own devotion to God on a firm foundation.

COURSE OBJECTIVES:

COGNITIVE (KNOW/UNDERSTAND):

1. The student will gain a greater exposure to, understanding of and appreciation for the great classical devotional writings of the church, including historic Confessions of Faith.
2. The student will learn how to balance the Christian life, in regard to propositional truth, personal religious experience, and the practice of faith.
3. The student will grow in his/her understanding of the historical developments and expressions in the area of spiritual growth and sanctification.
4. The student will learn about various personal disciplines that will assist him/her in growing in his/her personal love for and devotion to God.
5. The student will understand the significance of personal revival in his/her walk with God in a greater way.

AFFECTIVE (FEEL/MOTIVATION):

1. The student will grow in his/her love for God.
2. The student will gain a greater appreciation for the spiritual journeys of earlier generations of believers.
3. The student will build a stronger conviction regarding the necessity of personal time of devotion with God.
4. The student will develop a greater appreciation for the use of confessions of faith and/or catechisms for one's personal devotional life.
5. The student will develop a deeper desire to maintain a private devotional life as a foundation for personal Christian living and particularly for ministry.

VOLITIONAL (DO/COMPETENCIES):

1. The student will read several Christian authors who have written works that express and inspire personal devotion to God.
2. The student will read a confession of faith or catechism of his/her choice.
3. The student will write a summation of his/her view on the need for both the reading and writing of works of personal devotion and will provide a plan or strategy for maintaining personal devotion to Christ while in seminary and future ministry.

Course Objectives Related to MDiv* Student Learning Outcomes

Course: PT5400 Classics of Personal Devotion
 Professor: Dr. Rod Culbertson
 Campus: Charlotte
 Date: Spring 2026

<u>MDiv* Student Learning Outcomes</u> <i>In order to measure the success of the MDiv curriculum, RTS has defined the following as the intended outcomes of the student learning process. Each course contributes to these overall outcomes. This rubric shows the contribution of this course to the MDiv outcomes.</i> <i>*As the MDiv is the core degree at RTS, the MDiv rubric will be used in this syllabus.</i>		<u>Rubric</u> • Strong • Moderate • Minimal • None	<u>Mini-Justification</u>
Articulation (oral & written)	Broadly understands and articulates knowledge, both oral and written, of essential biblical, theological, historical, and cultural/global information, including details, concepts, and frameworks. Also includes ability to preach and teach the meaning of Scripture to both heart and mind with clarity and enthusiasm.	Minimal	Christian history and theological concepts affecting the Christian life are briefly addressed.
Scripture	Significant knowledge of the original meaning of Scripture. Also, the concepts for and skill to research further into the original meaning of Scripture and to apply Scripture to a variety of modern circumstances. (Includes appropriate use of original languages and hermeneutics; and integrates theological, historical, and cultural/global perspectives.)	None	
Reformed Theology	Significant knowledge of Reformed theology and practice, with emphasis on the Westminster Standards.	Minimal	Some theological concepts are addressed.
Sanctification	Demonstrates a love for the Triune God that aids the student's sanctification.	Strong	Spiritual formation and devotion as well as the process of sanctification are addressed at length.
Worldview	Burning desire to conform all of life to the Word of God. Includes ability to interact within a denominational context, within the broader worldwide church, and with significant public issues.	None	
Winsomely Reformed	Embraces a winsomely Reformed ethos. (Includes an appropriate ecumenical spirit with other Christians, especially Evangelicals; a concern to present the Gospel in a God-honoring manner to non-Christians; and a truth-in-love attitude in disagreements.)	Minimal	Past traditions and practices are considered and appreciated for their contribution to the Christian life.
Pastoral Ministry	Ability to minister the Word of God to hearts and lives of both church and unchurched, to include preaching, teaching, leading in worship, leading and shepherding the local congregation, aiding in spiritual maturity, concern for non-Christians.	None	Not addressed

REQUIRED READING:

A. Required Textbooks:

1. Bennett, Arthur. 1975. [The Valley of Vision: A Collection of Puritan Prayers and Devotions](#). 404 pp. (Read **65** pages total, using a structure of 5 out of 7 days per week)
2. Murray, John. [The Fear of God](#). Solid Ground Publications, 21 pp.
Available [online here](#).
3. Packer, J.I. 1973. [Knowing God](#). IVP Press, 288 pp. (Read at least **100** pages)
Available [online here](#). At the end of the 1973 printing of *Knowing God*, we had a fireside chat with the author and he tells us that he finds “nothing I wish to withdraw. In fact, I get help from rereading it.” (Source: *J.I. Packer: An Evangelical Life*)
4. Tozer, A. W. 1948. [The Pursuit of God](#). Moody Publishers, 136 pp.
Available [online here](#).
5. Warfield, B. B. [The Religious Life of Theological Students](#) (pamphlet). P&R, 15 pp.
Available [online here](#).
6. Confessions: Read one of the following creeds or confessions of faith (preferably the Westminster standards for Presbyterian students) in a devotional fashion: Heidelberg Catechism, London Baptist Confession, Thirty-Nine Articles of Religion, Westminster Shorter Catechism, or Westminster Confession of Faith. **A helpful guide for reading the Westminster Confession of Faith and the Catechisms in one month is available on Canvas as a PDF file.** Your experience reading the specific confession of faith will be explained in the one paper required for this course. (Note: this requirement fulfills the goals of the RTS Quality Enhancement Plan for ATS).

B. Other Required Reading (110 pages)

See this website for a list of and access to various classic works: <http://www.ccel.org/>

NOTE: USE THE DEVOTIONAL RECORD PROVIDED IN THE SYLLABUS BELOW TO RECORD YOUR SPECIFIC READING.

1. Reading of the Puritans:

You are required to read at least **50** pages of Puritan authors and selections (writings, sermons, prayers) of your choice. Below are *some* possible Puritan authors and books. You are allowed to choose from any acknowledged Puritan writer. Highly recommended Puritan works are **highlighted**.

- Ames, William, [The Marrow of Theology](#).
- Baxter, Richard. 1976 [Dying Thoughts](#). Baker, 132 pp.
- Binning, Hugh. [Christian Love](#). Banner of Truth, 112 pp.

- Bolton, Robert. 1626. [*General Directions for a Comfortable Walking with God*](#). Soli Deo Gloria Publications, 444 pp.
- Boston, Thomas. [*The Beauties of Boston*](#).
- Brooks, Thomas. [*Precious Remedies Against Satan's Devices*](#). Banner of Truth.
- Brooks, Thomas. [*The Secret Key to Heaven*](#). Banner of Truth. 288 pp.
- Bunyan, John. 1679. *Fear of God, The*.
- Bunyan, John. 1666. [*Grace Abounding for the Chief of Sinners*](#).
- Bunyan, John. 1674. *Light for Them That Sit in Darkness*.
- Bunyan, John. 1678/1684. [*Pilgrim's Progress*](#). The Christian Library, 379 pp. (See this endorsement from the [CS Lewis Institute](#).) (Available as an [ebook here](#) and an [audiobook here](#))
- Burroughs, Jeremiah. [*The Saints Treasury*](#). "Christ is All in All."
- Burroughs, Jeremiah. 1995. [*Gospel Remission*](#). Soli Deo Gloria.
- Charnock, Stephen. [*The Existence and Attributes of God, Volume 7 of 50 Greatest Christian Classics, 2 Volumes in 1*](#)
- Edwards, Jonathan. [*The Religious Affections*](#).
- Edwards, Jonathan. [*Charity and Its Fruits*](#).
- Flavel, John. [*Christ Altogether Lovely*](#).
- Flavel, John. *The Character of a Complete Evangelical Pastor* (In *The Whole Works of John Flavel*, Volume 6.) (Available [online here](#))
- Flavel, John. [*Mystery of Providence*](#)
- Flavel, John. [*Keeping the Heart*](#)
- Goodwin, Thomas. [*The Vanity of Thoughts*](#).
- Hooker, Thomas [*Danger of Desertion or A Farewell Sermon of Mr. Thomas Hooker*](#) [Paperback] [Thomas Hooker](#) (Author)
- Hooker, Thomas, [*The Poor Doubting Christian Drawn to Christ*](#). Baker Books, 165 pp. (Available [online here](#))
- Manton, Thomas. [*Let Patience Have Its Perfect Work. Works of Thomas Manton*](#) (Vol 2) by [Thomas Manton](#) (Hardcover - Apr. 30, 1993)
- M'Cheyne, Robert Murray. [*A Basket of Fragments*](#).
- Newton, John. [*Out of the Depths*](#) by [John Newton](#) (Paperback - May 8, 2003)
- Newton, John. [*Selected Letters and Poems of John Newton*](#) by John Newton and William Carson (Kindle Edition - Mar. 29, 2010) - Kindle Book
- Owen, John. 1991. [*Communion with God*](#). Banner of Truth, 559 pp. (Available [online here](#))
- Owen, John (1616-1683). 1979. [*Indwelling Sin in Believers*](#). Baker, 276 pp. (Available [online here](#))
- Owen, John. 2002. [*Sin and Temptation: The Challenge of Personal Godliness*](#). 240 pp.
- Owen, John. [*The Holy Spirit: His Gifts and Power*](#).
- Owen, John. [*Triumph Over Temptation*](#). Victor Books.
- Rutherford, Samuel (A.A. Bonar). 1984. [*The Letters of Samuel Rutherford*](#). Banner of Truth
- Sibbes, Richard. [*Divine Meditations*](#).
- Sibbes, Richard. [*The Bruised Reed*](#). (Puritan Paperbacks) by Richard Sibbes (Paperback - Mar. 1, 1998) (Available [online here](#))
- Watson, Thomas. 1663. *All Things for God*. Banner of Truth.

- Watson, Thomas. [*A Test of Assurance*](#).
- Watson, Thomas. [*The Doctrine of Repentance*](#). Banner of Truth.
- Watson, Thomas. [*The Godly Man's Picture, Drawn with a Scripture Pencil*](#). Banner of Truth, 2021.
- Watson, Thomas. [*The Ten Commandments*](#). (Available [online here](#))
- Whitefield, George. [*Sermons*](#).

Here is a great library for Puritan authors' books that are free for download:

<http://www.puritanlibrary.com/>

Finally, to learn more about significant Puritan leaders and writers, see this book, [*Meet the Puritans*](#), Beeke and Pederson.

2. Required Reading:

You are required to read a total of 60 pages (20 pages minimum/book choice) from at least three (3) of the following books (available online or on reserve in the RTS library).

- a 'Kempis, Thomas. 1434 (?). [*Of the Imitation of Christ*](#), 186 pp.
- Andrewes, Lancelot. 1640-1650. [*The Private Devotions of Lancelot Andrews*](#). 287 pp.
- Bonar, Horatius. [*Words Old and New*](#).
- Bonhoeffer, Dietrich. [*Cost of Discipleship*](#).
- Calvin, John. 1550. [*Golden Book of the Christian Life*](#). Baker, 96 pp.
- Clairvaux, St. Bernard, [*On Loving God*](#).
- Di Gangi, Mariano, [*A Golden Treasury of Puritan Devotion*](#).
- Edwards, Jonathan, [*The Life and Diary of David Brainerd*](#), ReadaClassic.com, 2010, 246 pp.
- Hallesby, O. [*Prayer*](#). Augsburg Publishing, 176 pp.
- Kuyper, Abraham, [*Practice of Godliness*](#).
- Law, William, 1728. [*A Serious Call to a Devout and Holy Life*](#),
- Law, William. 1752. [*The Spirit of Love*](#).
- Lawrence, Brother, [*The Practice of the Presence of God*](#). 1666.
- Luther, Martin, [*Faith Alone*](#).
- Luther, Martin, [*Table Talk*](#).
- Murray, Andrew, [*Humility*](#).
- Ryle, J.C. 1879 [*Holiness*](#). 298 pp.
- Ryle, J.C. 1878/1977. [*Practical Religion*](#). Baker, 495 pp.
- Schaeffer, Francis, [*No Little People*](#).
- Schaeffer, Francis, [*True Spirituality*](#).
- Scougal, Henry (1650-1678). [*The Life of God in the Soul of Man*](#), Christian Heritage Books, 160 pp.
- Sproul, R.C. [*The Holiness of God*](#).
- Stott, John R. W. *The Cross of Christ*, InterVarsity Press, 342 pp.
- Spurgeon, Charles Haddon. *Lectures to my Students* [*Lectures to my Students*](#)
- Spurgeon – [*Sermons*](#).
- Spurgeon, Charles Haddon. [*The Cheque Book of the Bank of Faith*](#).

- Spurgeon, Charles Haddon. [*The Power of Prayer in a Believer's Life*](#).
- Taylor, Hudson. [*Hudson Taylor's Spiritual Secret*](#).
- Tozer, A. W. 1976. [*The Knowledge of the Holy*](#). STL, 128 pp.

Recommended Reading (Classic writings or books that address the topic of Spiritual Theology):

- Allen, Diogenes. 1997. [*Spiritual Theology*](#), Cowley Publications, 167 pp.
- Augustine. 397. [*The Confessions of Augustine*](#), Penguin Classics. 347 pp.
- Chan, Simon. 1998. [*Spiritual Theology*](#). IVP Press, 350 pp.
- Culbertson, Rod, 2017. [*Do I Love God? The Question That Must Be Answered*](#), Wipf and Stock, 110 pp.
- Dillow, Linda. [*Satisfy My Thirsty Soul: For I Am Desperate for Your Presence*](#) (Paperback), by [Linda Dillow](#)
- Ford, Leighton. 2008. [*The Attentive Life*](#), InterVarsity Press, 225 pp.
- Jones, E. Stanley. 1961. [*In Christ*](#). Abingdon Press, 380 pp.
- Kirk, K.E. 1931. [*The Vision of God*](#). Morehouse Publishing, 201 pp
- Packer, J.I. 1994. [*A Quest for Godliness: The Puritan Vision of the Christian Life*](#) Crossway, 336 pp.
- Piper, John. 2011. [*Desiring God, Revised Edition: Meditations of a Christian Hedonist*](#), Multnomah Books, 368 pp.
- Piper, John. 2013. [*When I Don't Desire God: How to Fight for Joy*](#), Crossway, 272pp.
- Toplady, Augustus Montague. 1794. [*Complete Works: Letter 46 on "Conformity to Christ"*](#).
- Tozer, A. W. 1994. [*The Christian Book of Mystical Verse*](#). Christian Publications, 152 pp.
- Waddell, Helen. 1957. [*The Desert Fathers*](#). Univ. of Michigan Press, 216 pp.
- Young, Frances; Ayres, Lewis; Louth, Andrew (eds.). 2004. [*The Cambridge History of Early Christian Literature*](#). Cambridge Press, 566 pp.

Suggested Reading (Books that touch upon the topic of devotional history and practice):

- Rosner, Brian. [*The Trials of Theology*](#).
- Boa, Kenneth, 2001. [*Conformed to His Image, Biblical and Practical Approaches to Spiritual Formation*](#). 543 pp.
- Barton, Ruth Haley, 2004. [*Invitation to Solitude and Silence: Experiencing God's Transforming Presence*](#). IVP Press, 144 pp.
- Bello, Charles, 2008. [*Prayer As A Place*](#) Charles Bello. 117 pp.
- Calhoun, Adele Ahlberg. 2005. [*Spiritual Disciplines Handbook*](#), InterVarsity Press.
- Foster, Richard, [*Celebration of Discipline*](#).
- Foster, Richard J. and James Bryan Smith (editors). 1993. [*Devotional Classics, Selected Readings*](#). Barron's Educational Series, 368 pp.
- Peterson, Eugene. 2006. [*Eat This Book: Conversation in the Art of Spiritual Reading*](#). Eerdmans, 186 pp.
- Peterson, Eugene. [*Subversive Spirituality*](#). Eerdmans, 265 pp.
- Furlong, Monica. 1996. [*The Wisdom of Julian of Norwich*](#) (1342-1416?), Eerdmans, 48 pp.
- Willard, Dallas, [*Spirit of the Disciplines*](#).

- Whitney, Donald S. [*Spiritual Disciplines for the Christian Life*](#).

Also, visit this website for a list of and access to various classic works: <http://www.ccel.org/>

REQUIREMENTS AND EVALUATION:

I. Class attendance and discussion.

You will be expected to participate in the class discussion, especially as we interact with the lecture topics, textbooks and assigned reading.

II. Reading (35% of course grade):

Reading is required and the student will be graded through an honor system report provided in the paper assignment below. **NOTE: The student should read something at least 5 days of the week for all thirteen weeks listed (including reading week) and provide a report on that basis.**

III. Paper (35% of course grade):

One short paper is required for the course.

The paper must... (Please note: you can lose points here):

- **Be double-spaced**
- **Be numbered**
- **Be written with 12 point/Times Roman typeset and standard margins.**
- **No special/extra spacing**
- **SUBMITTED by the time of class on the assigned due date.**

Standard SBL format, as outlined in *The SBL Handbook of Style*, 2nd ed. (SBL Press, 2014). (Book is available in the library, but you should own your own copy). The paper should have single-spaced footnotes (not endnotes) and resemble the articles found in the standard journals; e.g., JBL, JTS, JETS, NTS, etc.

You will write a **six-page paper** interacting with both the required and reserved reading books you have read for the course, including the confession of faith. NOTE: Please list the works read and pages you have read in all books (use the Devotional Reading Record if you would like). Explain in the paper why you chose the particular works you read.

Answer the following questions:

1. How do the various authors reflect their individual devotion to God?
2. Are there any meaningful quotes or concepts you can state? What have they taught you?
3. How have you been encouraged personally by these writings?
4. What is the impact on your own views of personal devotion(s)?
5. What type of plan or structure will you attempt to create in order to strengthen and maintain your personal devotional life, both now in seminary and in your future ministry?
6. **Devote one page to the impact that reading a confession of faith devotionally on a regular basis made on you.**
7. Feel free to add any other thoughts you might wish to write, including the value of the readings.

Due: May 12, 2026 by 5:00 pm

IV. Final Exam (30% of course grade)

The final exam will be a Lockdown browser facilitated comprehensive, written exam that will cover content primarily from all the lectures.

POLICY ON CHEATING AND PLAGIARISM:

Research papers require borrowing other people's ideas and words. However, the source of such borrowing must be acknowledged properly so that your ideas are clearly distinguished from ideas that you borrowed. If the source is not acknowledged properly, your work is plagiarism. For an excellent summary on what constitutes plagiarism, see Kate L. Turabian, *A Manual for Writers of Research Papers, Theses, and Dissertations* (rev. by Wayne C. Booth, etc.; 7th ed.; Chicago: University of Chicago Press, 2007), pp. 77-80 (section 7.9).

Plagiarism includes word-for-word copying, lifting terms, restatement of someone's argument or line of thought, etc. – all without acknowledgment of source. Plagiarism also includes giving a source partial credit when more is taken from that source than indicated.

Plagiarism, whether intentional or unintentional, is very serious. All plagiarism cases are referred to the Academic Dean for resolution. Consequences may include some of the following:

- repeat the assignment and receive a maximum of a D on the assignment
- receive an F on the assignment
- receive an F in the course
- expulsion from the seminary

POLICY ON LATE WORK: Any work turned in late and without either a written excuse or previous permission granted by the professor *will be docked three points/day* for that assignment.

POLICY ON GRAMMAR AND SPELL CHECK: Any work turned in which appears to lack “proofing” or displays poor grammar will receive a small penalty affecting the grade.

PT5400 CLASSICS OF PERSONAL DEVOTION
Reformed Theological Seminary-Charlotte
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Class Schedule

Lecture/Date	Topic(s)
1-2 2/03	Introduction - Today's Spirituality and Spiritual Growth The Role and Value of Reading Confessions Devotionally
3-4 2/17	Today's Spirituality and Spiritual Growth (continued)
5-6 3/03	Some Significant Devotional Writers
3/18	SPRING READING WEEK
7-8 3/24	Puritan Spirituality
9-10 4/07	Revival and the Affective Domain
11-13 4/21 (3 hours)	Personal Revival Christian Mysticism
5/12	PAPER/READING DUE
	FINAL EXAM

Classics of Personal Devotion Reading Record

Week One**Reading (Title/pages)**

Day One
Day Two
Day Three
Day Four
Day Five

Week Two

Day One
Day Two
Day Three
Day Four
Day Five

Week Three

Day One
Day Two
Day Three
Day Four
Day Five

Week Four

Day One
Day Two
Day Three
Day Four
Day Five

Week Five

Day One
Day Two
Day Three
Day Four
Day Five

Week Six

Day One
Day Two
Day Three
Day Four
Day Five

Week Seven**Reading (Title/pages)**

Day One
Day Two
Day Three
Day Four
Day Five

Week Eight

Day One
Day Two
Day Three
Day Four
Day Five

Week Nine

Day One
Day Two
Day Three
Day Four
Day Five

Week Ten

Day One
Day Two
Day Three
Day Four
Day Five

Week Eleven

Day One
Day Two
Day Three
Day Four
Day Five

Week Twelve

Day One
Day Two
Day Three
Day Four
Day Five

Week Thirteen

Day One
Day Two
Day Three
Day Four
Day Five

TOTAL PAGES READ: _____



RTS Charlotte Classroom Technology Usage

RTS Charlotte recognizes how essential it is for students to have reliable, campus-wide access to the internet. For that reason, we have made Wi-Fi available for our student body, not only in the library and student lounges, but also in the classrooms. We know that students need to use the internet to download class materials, access files on the Cloud, and locate other important information. However, we also recognize that internet access in the classroom provides opportunity for abuse and misuse. Some students have unfortunately used their internet access to engage in many activities that distract them from the classroom lectures (e.g., surfing the web, checking sports scores, playing games). Not only does such activity hamper a student's own seminary education, but it distracts other students who can easily view the screens of nearby students. In addition, donors and classroom guests (who often sit in the back) can see this inappropriate internet usage, which reflects poorly on RTS. Classroom etiquette includes leaving cell phones turned off, refraining from surfing the Internet or playing computer games or other distracting activities. In addition, students must respect standards set by individual professors regarding the use of technology during their class.

In order to address this issue, we must appeal to the integrity of the students as ones who are preparing for a lifetime of ministry to Christ and his church. We expect each student to take personal responsibility for proper classroom technology usage and to encourage others around them to do the same. All RTS-Charlotte students are accountable to the policies stated in the Student Handbook and Academic Catalog and are therefore expected to use technology in the classroom only for appropriate class-related activities. Student conduct is under the supervision of the Dean of Students.

Student Instructions for Exams with LockDown Browser

1. Install the LockDown Browser application on the computer you intend to use for exams, prior to sitting for the exam, using this link:
<https://download.respondus.com/lockdown/download.php?id=998253613>
 - a. This link is ONLY for RTS students and covers Mac and Windows applications.
 - b. Be sure that you are able to log in to your Canvas account from the LockDown Browser before the day of the exam.
 - c. If you use internet filtering software (for example, Covenant Eyes) you may need to disable it before beginning an exam with LockDown Browser. Some types of filtering software can block your computer's connection to Canvas. Also, please be sure to add an exception for our Canvas URL: <https://rts.instructure.com>
2. The exam proctor should not be a current RTS student (current = taken a class within the past year but not yet graduated) or a member of the library staff.
3. The proctor must observe the student taking the exam and ensure that there are no devices or resources available other than the computer being used for the exam.
4. Access the exam during the date window specified for that exam.
 - a. Sign in with the proctor.
 - b. Start the LockDown Browser application using a wired or known reliable Wi-Fi connection. We do not recommend using restaurant or coffee shop Wi-Fi to take exams.
 - c. Have your student ID number and proctor details available to input into the exam.
 - d. Log in to your Canvas account.
 - e. Navigate to the exam. You will not be able to access the exam with a standard web browser. For additional details on using LockDown Browser, review this [Student Quick Start Guide \(PDF\)](#).
 - f. The time clock will begin once you open the exam.
 - g. The exam must be completed in one sitting. You may not exit and return to the exam later.
 - h. The exam will contain questions regarding an honor pledge, and certification that your proctor was present during the entire exam period.
 - i. Sign out with the proctor.
5. Proctors may be contacted to verify information regarding exam administration.
6. In the rare case of a technical issue (for example, if power goes out during exam) the proctor will document the date and time when the issue was reported. Once you open the exam using the LockDown Browser, you will not be able to access other programs on your computer.

Extensions Policy for Assignments: In extenuating circumstances, a deadline extension of **up to one week** may be granted at the discretion of the professor. Requests for extensions of **more than one week** must be submitted to the Registrar for consideration

by the Academic Dean in consultation with the professor. Extensions are granted only for significant emergencies or unforeseen circumstances, and a grade penalty may be applied. *All extension requests must be made **prior to the assignment deadline**.* No retrospective extensions will be granted.