



# MAITRIPA COLLEGE CATALOG

*2024 – 2025 ACADEMIC YEAR*

Maitripa College is a non-profit corporation authorized by the State of Oregon to offer and confer the academic degrees described herein, following a determination that state academic standards will be satisfied under OAR 583-030. Inquiries concerning the standards or school compliance may be directed to the Office of Degree Authorization, Higher Education Coordinating Commission, 3225 25<sup>th</sup> Street SE, Salem, Oregon 97302.

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# GENERAL INFORMATION

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## THE MISSION

Maitripa College is a Buddhist institution of higher education offering contemplative learning culminating in graduate degrees. Founded upon three pillars of scholarship, meditation, and service, Maitripa College curriculum combines Western academic and Tibetan Buddhist disciplines. Through the development of wisdom and compassion, graduates are empowered with a sense of responsibility to work joyfully for the wellbeing of others. We serve our students and the region through diverse and relevant educational, religious, and community programs.

## THE VISION

Maitripa College in Portland, Oregon, will produce enlightened practitioners, politicians, businesspeople, social workers, teachers, artists, philosophers, scientists, environmentalists, and healthcare workers for the 21st century. We will fulfill this vision through the development of an accredited Buddhist university offering higher education guided by the principles of Buddhist thought. Maitripa College will educate students in traditional areas of liberal arts, such as philosophy, political science, languages, and the arts, as well as in practical areas of expertise, such as psychology, social work, environmental sciences, business, and healthcare. The emphasis of the education at Maitripa is on integrating Buddhist principles into the student's chosen field of study, and on developing the qualities of a good heart, tolerance, forgiveness, and joy in the students' minds as a basis for active engagement and benefit in society.

Furthermore, Maitripa College is inspired to:

- Offer educational programs in Buddhist philosophy, languages, liberal arts, social service, and social science that reflect the standard of the tradition of scholarship of Tibetan Buddhism.
- Offer educational programs on a scholarship basis to those students who demonstrate both merit and need.
- Develop a community of scholars, practitioners, and friends to foster the spirit of analysis and exploration of Tibetan Buddhism in all its facets, and to integrate the principles of Buddhist philosophy into western culture.
- Create educational programs that function in conjunction with a program of meditation/mind training that will contribute to the development of the qualities of a good heart, tolerance, forgiveness, and joy.
- Encourage academic study, meditation for personal development, and community service as three aspects of a complete education.
- Operate in the spirit of the Buddhadharma, under the principles of awareness of logical analysis, karmic cause and effect, ethics, equanimity, compassion, wisdom, and dependent arising.
- Remain committed to non-sectarianism in relation to the four schools of Tibetan Buddhism, and encourage and foster an environment in which interfaith and interdenominational dialogue is supported, encouraged, and utilized as a resource for personal development.
- Complete the accreditation process and become a recognized, accredited university.
- Promote the integration of Dharma principles in all aspects of college life, sustaining attitudes such as non-harming and the perfections of generosity, ethics, patience, joyous effort, concentration, and wisdom.
- Promote a sense of harmony, service, and joy in the daily life of our community as a basis to participate as an integral part of a wider society and the world.

## THE EDUCATIONAL PHILOSOPHY

Maitripa College is an affiliated member of the *Foundation for the Preservation of the Mahayana Tradition* (FPMT), and functions as a nonprofit organization. The College is dedicated to higher education through three educational pillars of scholarship, meditation, and service. We offer an education that not only teaches

these principles as a theory, but also guides students to integrate them into their minds, hearts, and daily lives inspired by an attitude of universal responsibility. Maitripa College provides an intellectual, experiential, and practical education inspired by Buddhist principles.

The core of education at Maitripa is a Buddhist Studies curriculum of philosophical study, meditation training, and service learning, under the direction of Yangsi Rinpoche, which provides a foundation for every degree program.

#### DEVELOPING THE WISDOM TO SUSTAIN COMPASSION

Maitripa College's educational program is based in the conviction that Buddhist thought and practice has significant contributions to make to American society and culture. On the basis of a worldview that emphasizes the interdependence of individual, society, and environment, Buddhism encourages the cultivation of wisdom to create compassionate individuals with a sense of responsibility for the community and world in which they live. Maitripa College seeks to do this through the powerful medium of higher education, through the offering and development of degree programs for adults. The core program at Maitripa integrates rigorous training in Buddhist thought and philosophy with the application of those ideas through both contemplative practices and active community service. In the process, Maitripa College combines aspects of a modern liberal arts education with traditional tools from Tibetan Buddhist scholarship.

#### STATEMENT ON ACADEMIC FREEDOM

Maitripa College is committed to maintaining a climate of academic freedom, which is essential to the fulfillment of the educational mission of the college, and of fundamental importance to any academic institution. Academic freedom is defined in this case as the freedom of scholars, faculty, and students within the college to pursue knowledge and truth, to speak, write, engage in research or other creative work in order to expand knowledge, publish research findings, teach, and learn in an atmosphere of free inquiry and exposition without unreasonable restriction. Students and faculty at the college should bear in mind that these freedoms carry corresponding duties and responsibilities, which should be kept in mind at all times in order to maintain the integrity of the educational process.

Maitripa College faculty members have a primary obligation to fulfill their teaching and research responsibilities, and to be effective teachers and scholars. The freedom accorded to faculty members to seek and state the truth as he or she sees it is implicative of a corresponding obligation of self-discipline. Faculty members must make every effort to be accurate, objective, and restrained, and show respect for the opinions of others. Faculty members must practice academic honesty. All interactions with students and peers must be governed by this guideline. Evaluation of students' work must be based on academic performance alone. Faculty members, students, and staff are not exempt from abiding by the rules of ethical conduct as put forth in this document.

#### OUR HISTORY

Maitripa College is an affiliated member of the *Foundation for the Preservation of the Mahayana Tradition* (FPMT). The name Maitripa was given to the college by Lama Zopa Rinpoche, the founder (with Lama Thubten Yeshe) of FPMT. FPMT is an international nonprofit organization committed to creating harmonious environments and helping beings develop to their fullest potential of infinite wisdom and compassion.

Maitripa, whose name means "He Whose Protection is Loving-Kindness," lived in the 11<sup>th</sup> century. He was the teacher of the famed saint Marpa the Translator, and counted the eminent Naropa among his contemporaries and teachers. Maitripa was at Nalanda during the time of the great Atisha, and at Vikramashila University at the height of its fame in India. He was renowned as a great scholar and yogi, but eventually left the monastery to continue his practice as a mahasiddha. Maitripa is particularly renowned for his transmission of the mahamudra teachings of the *Uttaratantra Shastra*, and for his spontaneous songs of spiritual realization.

Maitripa College represents the first steps in the fulfillment of the aspirations of our founder, Yangsi Rinpoche, who envisioned the development of a Buddhist college of higher education where students might gain a philosophical background in Buddhist thought while at the same time gaining a practical education and the tools to integrate both into the modern world.

# FACULTY AND ADMINISTRATION

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Maitripa College is an educational organization. It is a nonprofit corporation, primarily for educational purposes, and is not organized for the private gain of any person, under the statutes of Oregon Nonprofit Corporation Law.

The specific and primary purpose of this corporation is to engage in religious, charitable, literary, and educational activities within the meaning of Section 501(c)(3) of the Internal Revenue code of 1986, as amended, or the corresponding provisions of any future United States internal revenue law (the “Code”), in accordance with the precepts and teachings of Buddhism.

Maitripa College is overseen by a board of trustees in conjunction with Yangsi Rinpoche, founder and President, who closely follows the development and integration of its mission and vision. This work is supported on a day-to-day basis by a competent faculty and administrative staff, directly in charge of the day-to-day affairs of the college.

## ADMINISTRATIVE STRUCTURE

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### PRESIDENT

Kesang B. Tuladhar (Yangsi Rinpoche)

### FACULTY

Namdrol Miranda Adams  
EdD, University of Portland  
MA, Educational Leadership, Portland State University  
MA, English Literature, Columbia University  
Sam Go  
MDiv, Maitripa College  
MA, Accountancy, University of Las Vegas  
BS, Business Administration, University of Las Vegas  
Patrick Lambelet  
PhD, Religious Studies, University of California, Santa Barbara  
MA, Religious Studies, University of Chicago Divinity School  
BA, Humanities, San Francisco State University  
Leigh Miller  
PhD, Culture, History, and Theory: Modern Tibet, Emory University

MA, Institute of Liberal Arts, Emory University  
BA, Psychology, Emory University

Tiffany Blumenthal Patrella  
MS, Education: Curriculum and Instruction, Portland State University  
MA (ABE), Buddhist Studies, Maitripa College  
BCUCS, Retail Merchandising, Ohio University  
BBA, Business Management Information Systems, Ohio University

Yangsi Rinpoche (Kesang Tuladhar)  
Geshe Lharampa, Sera Je Monastic University (equivalent of doctorate in Buddhist Studies)

Venerable Lozang Yönten  
Buddhist Studies Program, Chenrezig Institute, Australia  
Tibetan Language and Buddhist Studies, Thösamling Institute, India  
Vinaya Studies, Pu Yin Tuan Temple and Da Xian Temple, Taiwan  
Buddhist Program, Chandrakirti Centre, New Zealand

#### ADMINISTRATION

Yangsi Rinpoche – President  
Geshe Lharampa, Sera Je Monastic University (equivalent of doctorate in Buddhist Studies)

Namdrol Miranda Adams – Dean of Education  
EdD, University of Portland  
MA, Educational Leadership, Portland State University  
MA, English Literature, Columbia University

Leigh Miller, PhD – Director, Maitripa College Master of Divinity Program  
PhD, Culture, History, and Theory: Modern Tibet, Emory University  
MA, Institute of Liberal Arts, Emory University  
BA, Psychology, Emory University

Alfredo Piñeiro – Director of Technical Services  
BA, Computer Science, University of Puerto Rico

Tiffany Patrella Blumenthal – Director, Maitripa College Student Services  
MS, Education: Curriculum and Instruction, Portland State University  
MA (ABE), Buddhist Studies, Maitripa College  
BCUCS, Retail Merchandising, Ohio University  
BBA, Business Management Information Systems, Ohio University

Venerable Lozang Yönten – Coordinator of Spiritual Life, College Chaplain  
Buddhist Studies Program, Chenrezig Institute, Australia  
Tibetan Language and Buddhist Studies, Thösamling Institute, India  
Vinaya Studies, Pu Yin Tuan Temple and Da Xian Temple, Taiwan  
Buddhist Program, Chandrakirti Centre, New Zealand

Linda Brown – Registrar, Librarian  
MLS, Library and Information Studies, Rutgers University  
BA, English Literature, University of Maryland

Sam Go – Bookkeeper  
MDiv, Maitripa College  
MA, Accountancy, University of Las Vegas  
BS, Business Administration, University of Las Vegas

Louise Light – Webmaster, Design Director  
MCP, Master of City & Environmental Planning, University of California, Berkeley  
BS, Independent Major: Urban Studies, University of California, Berkeley

Alexandria Levy – Community Life Coordinator  
BA, Religious Studies, Austin College

Sunitha Bhaskaran –Library Subject Specialist  
MS, Computer Science, Central Michigan University

#### PRIMARY CONSULTANTS

Kenneth Ivey, C.P.A. Financial Oversight: Oversight and supervision of finances, bookkeeping oversight, and advising staff on relevant external agency requirements, such as IRS and federal and state accounting laws.

Rupa Jack, CIMA®, CWS® Senior Vice President, Wealth Advisor, Morgan Stanley Wealth Management: Advising and Management of Assets

# ACADEMIC CALENDAR

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## FALL TERM 2024

August 26: First day of Fall Term  
September 2: Labor Day, US Holiday, offices closed  
September 9: Drop/Add period ends  
November 1: Fall 2025 Degree Program Applications Open  
November 15: Spring and Summer Course Registration Opens  
November 22: Lhabab Duchen, Tibetan Buddhist holiday  
November 25-29: Fall Break  
December 13: Last day of Fall Term  
December 23-January 1: Winter Break, Holidays, offices closed  
December 25: Ganden Ngamchoe, Lama Tsongkhapa Commemorated, Tibetan Buddhist Holiday  
January 2-17: Winter Break; no classes, offices open

## SPRING TERM 2025

January 2-17: Winter Break; no classes, office open  
January 20: Martin Luther King, Jr. Day, US Holiday, offices closed  
January 21: First day of Spring Term  
February 4: Last day to register/drop/add Spring term courses  
February 15: Priority Application Deadline for Fall 2025  
February 28: Losar, Tibetan New Year  
March 14: Monlam Chotrul Duchen, Day of Miracles, Tibetan Buddhist Holiday  
March 15: Priority Application Decisions  
March 24-28: Spring Break  
April 1: Recommended International Student Application Deadline for Fall 2025  
April 15: Fall Registration Opens for Current Students  
April 17: Fall Registration Opens for All  
May 9: Last day of Spring Term  
May 11 (tentative): Commencement Ceremony  
May 26: Memorial Day, US Holiday, offices closed

## SUMMER 2025

June 10 (tentative): First day of Summer Term  
June 14: Last Day to Submit Degree Program Application for Fall 2024  
June 14: Last Day to Submit Scholarship Applications for Fall 2024  
June 19: Juneteenth, US Holiday, offices closed  
July 4: Independence Day, US Holiday, public holiday, offices closed  
July 6: His Holiness the Dalai Lama's 89th Birthday  
TBD: Chokhor Duchen (First Turning of the Wheel Buddhist Holiday)  
July 26 (tentative): Last day of Summer Term

# ACADEMIC PROGRAMS

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Maitripa College currently offers two degree programs: the Master of Arts in Buddhist Studies (MA – 44 credits) and the Master of Divinity (MDiv – 72 credits). Our programs are particularly geared toward students seeking an in-depth and critical understanding of Buddhist thought in the context of both traditional and academic scholarship, coupled with contemplative experience of the Buddhist path, and yet is open to students of any faith and academic backgrounds.

The curricula are designed according to our Three Pillars: Scholarship, Meditation, and Service. Maitripa College curricula uniquely integrate these through rigorous academic study, contemplative practice, and community service requirements, to offer a graduate level education grounded in Buddhist thought that can serve as a basis for students' active engagement in and benefit to society.

## PROGRAM LEARNING OUTCOMES

Maitripa College constructs courses, course offerings, and degree program curricula in accordance with program learning outcomes (PLO) that reflect our unique contemplative educational model. Integrating scholarship, meditation, and service happens through learning opportunities that build knowledge, praxis, and habits of mind. On the basis of the College's founding PLOs, research on the changing landscapes of professional fields, religious organizations, and higher education, and assessment of the current opportunities and strengths of the College, the PLOs have been refined and expanded. They will continue to undergo periodic review.

Classes at Maitripa are taught at the graduate level. They can entail a combination of study of the great texts of Buddhist philosophy based on the structure of the lamrim (Gradual Path to Enlightenment), Tibetan language study, meditation practice, and service as part of a unique curriculum. The degree programs were designed by Yangsi Rinpoche to guide western students to both the intellectual understanding and personal realization of insights of Tibetan Buddhism. The programs provide a comprehensive, integrative, graduate-level education in Buddhist thought that integrates traditional scholarship with the tools and methods of western academic training, to be utilized in the modern world.

## DEGREE STUDENTS

Maitripa College degree programs are composed of required and elective courses, based on a credit hour system. Students can expect to commit to a minimum of two hours of reading and homework a week per hour of classroom instruction, or credit hour. A service requirement is part of all Maitripa College curricula and requires a minimum number of hours each semester outside class time.

The College runs on a semester schedule from late August/early September to December (Fall semester) and January to May (Spring semester), with a summer term from mid June to late July/early August.

## FULL-TIME DEGREE STUDENTS

Students may pursue their degree as a full-time student, defined for scholarship purposes, as

- 1) six credits per semester, and
- 2) four credits per summer term.

Enrollment in full-time or part-time course loads may vary from semester to semester over the course of their program. Advisors work closely with students to establish a reasonable balance of school with other obligations, such as work, family, and religious practice.

## PART-TIME DEGREE STUDENTS

Enrolled degree students have the option to pursue their degree at a part-time pace if the optimal full-time schedule cannot be accommodated. Students may pursue their degree as a full-time student, defined as between one - five credits per semester. Enrollment in full-time or part-time course loads may vary from semester to semester over the course of their program. Advisors work closely with students to establish a



reasonable balance of school with other obligations, such as work, family, and religious practice. Students have five years to complete a 44-credit MA degree and seven years to complete a 72-credit MDiv degree on a part-time basis.

#### CONTINUING EDUCATION STUDENTS

The continuing education option is designed for students who may be unable to enroll in a degree program but still want the opportunity to improve their knowledge of Buddhism or a particular course subject area, or to obtain skills to enhance their professional life, or for personal spiritual formation. Registering as a continuing education student at Maitripa College enables the student to take advantage of our classes without committing to a program culminating in a graduate degree. Continuing education students are held to the same standards as degree program students and are expected to complete the readings, homework, exams and other course requirements just as would a degree student and will receive a grade recorded on their transcript.

Participation in the program as a continuing education student is restricted to availability of space contingent on degree student enrollment. Continuing education students interested in subsequently pursuing a degree must complete the full application process and fulfill all of the admissions criteria. If accepted, the continuing education student has the option to transfer previous course credit taken at Maitripa toward their degree. Up to twenty-four credits of successfully completed courses taken as a continuing education student may be transferred into the degree program; the earliest course eligible for credit towards the degree must have been taken no more than five years prior to completing remaining degree requirements.

#### MASTER OF ARTS IN BUDDHIST STUDIES DEGREE REQUIRED COURSES

(MA, 44 credits)

Maitripa College faculty and staff are committed to periodic review and revision of this curriculum in light of new findings and methods in the fields of study, feedback from alumni and professionals, and faculty expertise. Maitripa College does not guarantee all courses will be offered as listed in the coming years. An individual student's course of study will vary according to concentrations, language studies, pace of study, and elective options. For more information, please see your academic advisor or contact us at [program@maitripa.org](mailto:program@maitripa.org).

On average, students who register for six credits or more a semester can complete the 44-credit Master of Arts in Buddhist Studies three years, if taken consecutively. Our students who register for between one and six credits per semester are permitted to complete the Master of Arts in Buddhist Studies within five years. The fastest the degree can be completed is in two years, comprised of ten credits per fall and spring semester and four to six credits for one summer; this workload, particularly balanced with other life commitments, is challenging for most students. Maitripa College will endeavor to support students pursuing an expedited timeline but does not guarantee courses offered according to curriculum design or credit hours in total can be offered within every two-year period. All students are strongly advised to work closely with their academic advisors to plan their progress to graduation based on the below curriculum requirements. Please refer to the Degree Audit in Populi and your Advisor for the most up to date versions of the below course groupings, or the set requisite for your cohort.

#### **SCHOLARSHIP PILLAR Course Groupings**

Required: 6 courses (12 credits)

PHL301	Introduction to Buddhist Thought
PHL302	Foundations of Buddhist Thought: The Medium and Great Scope
PHL303	Madhyamaka Philosophy: Where is the Middle Way? <i>OR</i>
PHL307	Madhyamaka Buddhist Philosophy: India to Tibet
PHL304	Madhayamaka Philosophy: A Dose of Emptiness <i>OR</i>
PHL308	Mahamudra: Realizing the Nature of Mind
HIS301	History of Buddhist Thought in India and Tibet
PHL450	Theories and Methods in Buddhist Studies

Required: 2 courses (4 credits)

PHL404	Fundamentals of the Vajra Vehicle
THL410	Buddhist Rituals, Ethics, Services, and Ceremonies
THL320	Contemporary Buddhist Thought and Theology
THL305	Socially Engaged Buddhism
OR	<i>Special topics on race, women, death and dying, etc.</i>

### **MEDITATION PILLAR Course Group**

Required: 4 courses (8 credits)

MDT301	Introduction to Buddhist Meditation
MDT302	Techniques of Buddhist Meditation: The Medium and Great Scope
MDT303	Techniques of Meditation: Madhyamaka
	OR
MDT307	Madhyamaka Buddhist Meditation: Lineage of India into Tibet
MDT304	Madhyamaka Meditation: Preparation for Vajrayana
	OR
MDT308	Techniques of Meditation: Mahamudra

### **SERVICE PILLAR Course Group**

Required: 4 courses (8 credits)

CS301	Foundations of Buddhist Service
CS302	Finding Your voice: Communication and Context
CS303	Chaplaincy and Models of Spiritual Care
CS304	Servant Leadership in Buddhist/Spiritual Communities

### **FINAL MASTERY DEGREE REQUIREMENT**

Required: 2 courses (4 credits)

ARP502	Action Research Project I
ARP504	Action Research Project II

### **OPTION TIBETAN TRACK: CLASSICAL TIBETAN LANGUAGE Course Group**

Required: 2 courses (4 credits)

Graduate students in the Tibetan Track MA program are required to complete a minimum of four credits in Classical Tibetan language on-site at Maitripa College; the exact courses to meet the minimum may vary depending on prior study or availability of the student for summer enrollment. Students with interest in doctoral studies, translation, and practice and philosophic texts are encouraged to take as many credit hours as possible, with both Western and Tibetan teachers.

TIB101	Introduction to Classical Tibetan Language I	(2)
TIB102	Introduction to Classical Tibetan Language II	(2)
TIB108	Classical Tibetan Course Summer Intensive	(4)
TIB201	Intermediate Classical Tibetan Language I	(2)
TIB202	Intermediate Classical Tibetan Language II	(2)
TIB301r	Seminar in Tibetan Translation	(2)

### **OPTION EDUCATION TRACK: EDUCATION Course Group**

Required: two courses (4 credits)

Graduate students in the Education Track MA program are required to complete a minimum of four credits in Education on-site at Maitripa College. Key components of the curriculum include:

- Foundations of Buddhist Studies
- Foundations of Buddhist Meditation and Contemplative Practices
- Stages of Human Development: Learning, Teaching, and Faith
- Educational Theory and Practice
- Buddhist Ethics and Values
- Instructional Strategies and Models
- Curriculum Development
- Educational Leadership
- Research in Education

ED310                      Stages of Human Development: Learning, Teaching, and Faith (2)

### **GENERAL ELECTIVES and Curricular Planning**

Students may select non-required courses from the catalog and new courses as they are offered to build specific competencies or concentrations of study according to their educational interests and goals. Students are advised to consider both breadth and depth of training, as well as requirements or expectations for post-graduate needs. The number of total electives is variable, and students are advised to generate an individual plan with their advisors.

### **MASTER OF DIVINITY DEGREE REQUIRED & RECOMMENDED COURSES**

(MDiv, 72 credits)

Maitripa College faculty and staff are committed to periodic review and revision of this curriculum in light of new findings and methods in the fields of study, feedback from alumni and professionals, and faculty expertise. Maitripa College does not guarantee all courses will be offered as listed in the coming years. An individual student's course of study will vary according to concentrations, language studies, pace of study, and elective options. Students should meet regularly with Academic Advisors and track their degree progression in Populi's Degree Audit. For more information, please contact Leigh Miller ([program@maitripa.org](mailto:program@maitripa.org)).

On average, students who register for seven credits or more a semester complete the 72-credit Master of Divinity in four years, if taken consecutively. Our students who register for between one and six credits per semester complete the Master of Divinity in an average of approximately six years and are permitted to take up to seven years at most to complete their degrees. The fastest the degree can be completed is in three years, comprised of ten credits per fall and spring semester and six credits each for two summers (the six-credit summer Classical Tibetan Language Intensive and either a six-credit Field Education placement (internship) or six-credit (transfer) Clinical Pastoral Education (CPE) unit). This workload, particularly balanced with other life commitments, is challenging for most students. On average, MDiv students take three to five years to complete their degree. Maitripa College will endeavor to support students pursuing an expedited timeline but does not guarantee courses offered according to curriculum design or credit hours in total can be offered within every three year period. All students are strongly advised to work closely with their academic advisors to plan their progress to graduation. Most students enroll for a mix of high- and lower- credit load terms in the course of their degree. All students are strongly advised to work closely with their academic advisors to plan their progress to graduation based on the below curriculum requirements. Please refer to the Degree Audit in Populi and your Advisor for the most up to date versions of the below course groupings, or the set requisite for your cohort.

### **SCHOLARSHIP PILLAR Course Groupings**

Buddhist Philosophy, Tenets, and Sacred Texts Core

Required: 4 courses (8 credits)

- PHL301 Introduction to Buddhist Thought
- PHL302 Foundations of Buddhist Thought: The Medium and Great Scope
- PHL303 Madhyamaka Philosophy: Where is the Middle Way?
- PHL304 Madhyamaka Philosophy: A Dose of Emptiness

Buddhist Philosophy, Tenets, and Sacred Texts Electives

Required: 2 courses (4 credits)

- PHL307 Madhyamaka Buddhist Philosophy: India to Tibet
- PHL308 Mahamudra: Realizing the Nature of Mind
- PHL326 Foundations of Mind Training: Lojong and Your Community
- PHL328 Advanced Mind Training and Service as Spiritual Practice II
- PHL403 Introduction to Tantra
- PHL404 Fundamentals of the Vajra Vehicle
- PHL412 Tibetan Medicine: The Wind Element
- PHL414 Tibetan Medicine II: The Wind Element – Mental & Physical Healing in Daily Life

The History of Buddhist Thought and the Study of Religions Core

Required: 2 courses (4 credits)

- HIS301 History of Buddhist Thought in India and Tibet
- PHL450 Theories and Methods in Buddhist Studies

The History of Buddhist Thought and the Study of Religions Electives

Required: 1 course (2 credits)

- THL325 Understanding World Religions
- THL327 Birth, Aging, Sickness, & Death in Comparative Theology & Religion
- THL330 Mapping the Landscape of Western Spirituality: Comparative Religious Traditions in Theory & Practice

**MEDITATION PILLAR Course Group**

Contemplative Practice and Spiritual Formation Core

Required: 4 courses (8 credits)

- MDT301 Introduction to Buddhist Meditation
- MDT302 Techniques of Buddhist Meditation: The Medium and Great Scope
- MDT303 Techniques of Meditation: Madhyamaka
- MDT304 Madhyamaka Meditation: Preparation for Vajrayana

Contemplative Practice and Spiritual Formation Electives

Required: 1 course (2 credits)

- MDT307 Madhyamaka Buddhist Meditation: Lineage of India into Tibet
- MDT308 Techniques of Meditation: Mahamudra
- MDT330 Meditations on Emptiness
- THL338 Insight Dialogue: Interpersonal Meditation

**SERVICE PILLAR Course Groups**

Spiritual Care and Buddhist Ministry Core

Required: 2 course (4 credits)

- CS303 Chaplaincy and Models of Spiritual Care (required)
- CS304 Servant Leadership in Buddhist/Spiritual Communities (required)

Spiritual Care and Buddhist Ministry Electives

Required: 4 courses (8 credits)

CST237	Survival and Liberation: The Complicated Relationship between Trauma and Dharma
THL337	Empathy, Listening, and Mindful Compassionate Dialogue
THL339	Mindful Compassionate Dialogue
THL410	Buddhist Rituals, Ethics, Services, and Ceremonies
THL412	Buddhist Rituals and Ceremonies for Healing
THL423	Spiritual Care in Practice
THL424	A Good Death: Approaching End of Life
THL325	Death, Loss, Grieving, and Healing: Personal and Community Processes
THL428	Family Systems and Group Process

#### Contemporary Buddhist Thought and Ethics Core

Required: 2 courses (4 credits)

CS301	Foundations of Buddhist Service (required)
CS302	Finding Your voice: Communication and Context (required)

#### Contemporary Buddhist Thought and Ethics Electives

Required: 2 courses (4 credits)

THL305	Engaged Buddhism
THL320	Contemporary Buddhist Thought and Theology
THL416	Systematic Suffering and Collective Liberation
THL417	Making the Invisible, Visible: Working with Unhealthy Bias and Uprooting It
THL438	Women in Buddhism

#### Field Education Placement and/or Clinical Pastoral Education

Required: 6 credits

CS500	Field Education Placement (internship, credit variable)
Transfer	Clinical Pastoral Education (CPE, 6 transfer credits)

#### Final Mastery Degree Requirement

Required: 4 credits

ARP502	Action Research Project I
ARP504	Action Research Project II

#### GENERAL ELECTIVES and Curricular Planning

Students may select non-required courses from the catalog and new courses as they are offered to build specific competencies or concentrations of study according to their educational interests and goals. Students are advised to consider both breadth and depth of training, as well as requirements or expectations for post-graduate needs. The courses listed above are 2 credits each unless otherwise indicated. Number of total electives is variable, and students are advised to generate an individual plan with their advisors.

#### VISITING RESEARCH PROFESSOR

The intellectual culture at Maitripa College will be enriched periodically with the appointment of Visiting Research Professors for a period of one – two semesters. This non-salaried position for tenured professors of accredited universities includes a tuition remission of up to 75 percent, library privileges, and, if available, access to office space and administrative support. Visiting Research Professors recognize in Maitripa College faculty and library a unique opportunity to acquire or build upon expertise in Buddhist studies. In addition to pursuing their own studies and research at Maitripa, visitors may also be invited to participate in the academic life of the college by presenting their scholarly work to graduate students, faculty and/or the public in guest lectures, seminars or symposia, through discussion with graduate students, or conducting collaborative research.

## COURSE DESCRIPTIONS

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This course list describes courses that have been offered at Maitripa College between 2019-2023. Maitripa College faculty and staff are committed to periodic review and revision of degree curricula in light of new findings and methods in the fields of study, feedback from alumni and professionals, and faculty expertise. These courses are not guaranteed to be offered in the future, and new courses may be developed in 2024 and beyond. Please see our website for a listing of current courses, and the online catalog for our active catalog.

### ARP502 ACTION RESEARCH PROJECT – I (2 CREDITS)

MA and MDiv students' final degree requirement, to be determined in consultation with their academic advisors, may be the completion of an MA exam, thesis, MDiv comprehensive paper, or the action research project, for students commencing their degree prior to August 2020. All current degree students are strongly encouraged to enroll in ARP502 (second semester) or ARP504 (4th semester or above) in Spring 2020 to work towards completion of their individual final degree requirements within a cohort and faculty supported structure. For incoming students starting 2020-2021, the ARP will be the default final degree requirement, unless other compelling reasons are approved for an exam or a traditional thesis alternative. The ARP course may meet for four, day-long working class sessions, once a month, February-May. The total credits for the ARP project are four for MA students, divided over two spring terms, and may be up to six credits for MDiv students, depending upon the project scope.

The Action Research Project is a form of integrative and collaborative research, reflection, and writing. Students chose a principle question and work with faculty mentors to design a research project. ARP502 students will identify their research question, identify their positionality, build a literature review, understand research ethics standards and write consent forms or other ethics documents as needed, explore research methods and describe their selected tools and methodologies, and write a research proposal. The course is successfully completed upon the approval by a committee of their proposal. Research plans should be then implemented between the proposal approval and enrollment in ARP504, usually at least six months.

### ARP504 ACTION RESEARCH PROJECT – II (2 CREDITS)

Building upon ARP502, students who have implemented their approved Action Research Project proposal and successfully gathered significant data enroll in ARP504 to complete their Action Research Project. In this term, students will learn to analyze their data, organize their thinking for audiences, produce a written, formal paper of their findings, and present their research to the community.

### CS008 INDEPENDENT STUDY IN COMMUNITY SERVICE

### CS301 FOUNDATIONS OF BUDDHIST SERVICE (2 CREDITS)

This course is an introduction to the service core at Maitripa College for all students, focusing on understanding and developing a Personal Theology both within and outside of the Buddhist tradition, understanding the concept of spiritual transformation through service, and developing an understanding of “suffering” in the context of a Buddhist worldview This course includes a 15-hour concurrent service-learning project.

### CS302 FINDING YOUR VOICE: COMMUNICATION AND CONTEXTS (2 CREDITS)

This is the second course in the service pillar at Maitripa College, which builds on the foundation of the first term, exploring concepts and practicalities related to identifying and expressing yourself as a spiritual leader in modern society and establishing a unique and relevant “voice.” We will explore traditional, historical, and contemporary “voices” of Spiritual Leadership, and mediums for expressing that voice, including online platforms, the Academy, spiritual communities, and others. This course includes a concurrent 15-hour service project.

### CS303 CHAPLAINCY AND MODELS OF SPIRITUAL CARE (2 CREDITS)

Spiritual Care, or offering the arts of ministry and chaplaincy in the midst of others' suffering, is now being done by Buddhists in a variety of secular and multi-faith contexts. Through multiple roles, institutional settings, and activities, they are integrating Buddhist religious education, personal spiritual formation, and ministerial agility into their vocation outside of Buddhist communities. This work is informed by, at times in tension with, and also beginning to influence Chaplaincy models of care. This course aims first to understand the history of chaplaincy, what chaplains actually do, chaplaincy specializations, and the paths (educational, personal, religious, and clinical) to professional chaplaincy. The course will then explore innovations and current research in the field of chaplaincy, and prepare students to apply for Clinical Pastoral Education (CPE) residencies. The emergence nationally of various forms of Buddhist ministry and chaplaincy will be situated in relation to this context. Ethical codes, standards of practice, and chaplaincy competencies will be explored towards the formulation and articulation of one's own Buddhist theology of spiritual care. Students will broaden their base of compassion and strengthen internal resources through theological reflection on how they may wish to embody arts of Buddhist spiritual care. This is the third course in the service pillar at Maitripa College and includes a concurrent service project.

#### CS304 SERVANT LEADERSHIP IN BUDDHIST/SPIRITUAL COMMUNITIES (2 CREDITS)

This course will explore methods of servant leadership in support of Buddhist/spiritual communities, with a particular emphasis on cultivating the inner and outer qualities of skillful community ministry. Students will develop their understanding of our impact on others and increase awareness of how issues such as equity, trauma, ethics and so forth inform the ways in which we share and represent the dharma. This course will help strengthen students' understanding and practice of compassion for others, including discussion of contemporary application of skillful means, co-constructing spiritual practice environments, facilitating group practices, religious education and pedagogy, working in relational dynamics, and integrating these pieces into one's personal service. This is the fourth course in the service pillar at Maitripa College and includes a concurrent service project.

#### CS500 FIELD EDUCATION PLACEMENT (3 CREDITS)

The Field Education Placement is a structured internship co-created by the host organization and Maitripa College. Credit is variable.

#### ED310 STAGES OF HUMAN DEVELOPMENT: LEARNING, TEACHING, AND FAITH (2 CREDITS)

This course will focus on the stages of human development from the perspectives of teaching, learning, and spiritual growth. The course material will focus on theories that center the progression of physical, cognitive, emotional, social, and ethical development across the lifespan. Classical and contemporary theories of development, current research, and practical applications are integrated throughout the course, as well as contextual influences of cultural background, ethnicity, and socioeconomic status. Additionally, this course will invite students to consider stages of human development within the unique frame of Buddhist thought, including analysis through the hermeneutical frames of buddha- nature, karma, and rebirth.

#### HIS301 HISTORY OF BUDDHISM IN INDIA AND TIBET (2 CREDITS)

This course is a broad survey of the intellectual and cultural history of Buddhism in India and Tibet. We will begin by situating the study of Buddhism within the broader context of the study of religion. In addition to examining the core philosophical and intellectual aspects of Buddhism, we will consider its social and historical dimensions, beginning with its inception and growth in India through its flourishing in Tibet. We will begin by considering Buddhism's early emergence (ca. 2500 BCE), with a brief overview of the Vedic and Brahmanical traditions that preceded classical Hinduism and Buddhism. We will then examine core Buddhist concepts, such as the three jewels, the four noble truths, rebirth, and karma, and the formation of early Indian Buddhist schools (mainstream, Nikāya, or Theravāda). We will then look at the development of the Mahāyāna schools, their principal doctrines, and debates between them and earlier Buddhist schools. We will read writings by some key Mahāyāna figures, including Nāgārjuna, Śāntideva, and Vasubandhu and discuss the tenets of the Middle Way (Madhyamaka) and Mind-Only (Cittamatra) schools. We will then discuss the rise of tantric Buddhism (Mantrayāna or Vajrayāna), considering some of its key doctrines, texts,

and practices, as well as its relation to the non-tantric Buddhist schools. We will then examine the transmission of Buddhism from India to Tibet, tracing its development from the earlier transmission (ngadar), during the Imperial Period (seventh century on), through the later transmission (chidar) in the eleventh century. We will discuss the relationship between Buddhism and the native Bön religion, before looking at key points in the historical development of the main Tibetan Buddhist schools: the Nyingma, Kadam, Kagyu, Sakya, and Geluk. We will learn about the principal figures of these schools, including Padmasambhava, Atiśa, Marpa, Milarepa, Tsongkhapa, the Dalai Lamas, and Sakya Paṇḍita, as well as their key doctrines, philosophical views, and practices. We will supplement these discussions by considering the social, historical, and political factors that shaped the trajectory of Tibetan Buddhism. In the final part of the course, we will discuss the state of Tibetan Buddhism in the twentieth century and beyond, including its spread to the West, some of the key figures involved in this transmission, and the challenges and controversies that have arisen with regard to it.

#### **HIS317 BUDDHA: STORIES, SONGS, THEORIES, DEVOTION (1 CREDIT)**

Buddha, “the awakened,” is the ideal being – and state of being – in all Buddhist traditions. This course will explore the contours of the Buddha-ideal as revealed in legendary narratives, devotional poems, ritual texts, visionary accounts, philosophical treatises, meditation manuals, and artistic representations. We will consider both classical conceptions of Buddha and modern reinterpretations. In doing so, we will trace “Buddha” from the historical Shakyamuni’s biography, to Mahayana metaphysics, the arts and devotional practices, and into our contemporary social and cultural contexts.

#### **MDT301 INTRODUCTION TO BUDDHIST MEDITATION (2 CREDITS)**

This course will provide a broad introduction to the vast corpus of techniques and practices of Buddhist meditation, with particular emphasis on the techniques of analytical meditation. The course will be taught in an interactive format, allowing students the opportunity to learn specific meditations as directed by the instructor, practice them, and discuss their experiences in class. The subject matter will parallel the topics of Buddhist philosophy as taught in PHL301. Part of this class will include regular meditation sessions out of class, the keeping of a sitting journal, and the opportunity for objective discussion on the effect of these practices on the individual’s mind. If desired, the committed student will have the opportunity to work with the instructor to design a personal meditation practice.

#### **MDT302 TECHNIQUES OF BUDDHIST MEDITATION: THE MEDIUM AND GREAT SCOPE (2 CREDITS)**

This course will continue with instruction in meditation based on the foundations established in MDT 301. The course will be taught in an interactive format, allowing students the opportunity to learn specific meditations as directed by the instructor, practice them, and discuss their experiences in class. The subject matter will parallel the topics of Buddhist philosophy as taught in as taught in PHL302. Part of this course will include regular meditation sessions out of class, the keeping of a sitting journal, and the opportunity for objective discussion on the effect of these practices on the individual’s mind. If desired, the committed student will have the opportunity to work with the instructor to design a personal meditation practice.

#### **MDT303 TECHNIQUES OF MEDITATION: MADHYAMAKA (2 CREDITS)**

The subject matter of this course will parallel the topics of Buddhist philosophy as taught in PHL303. The course will be taught in an interactive format, allowing students the opportunity to learn specific meditations as directed by the instructor, practice them, and discuss their experiences in class. Part of this course will include regular meditation sessions out of class, the keeping of a sitting journal, and the opportunity for objective discussion on the effect of these practices on the individual’s mind. If desired, the committed student will have the opportunity to work with the instructor to design a personal meditation practice.

#### **MDT304 MADHYAMAKA MEDITATION: PREPARATION FOR VAJRAYANA (2 CREDITS)**

The subject matter of this course will parallel the topics of Buddhist philosophy as taught in as taught in PHL304. The course will be taught in an interactive format, allowing students the opportunity to learn specific meditations as directed by the instructor, practice them, and discuss their experiences in class. Part of



this course will include regular meditation sessions out of class, the keeping of a sitting journal, and the opportunity for objective discussion on the effect of these practices on the individual's mind. If desired, the committed student will have the opportunity to work with the instructor to design a personal meditation practice.

#### MDT307 MADHYAMAKA BUDDHIST MEDITATION: LINEAGE OF INDIA INTO TIBET (2 CREDITS)

This course will connect students with the wisdom lineage of the Madhyamaka teachings beginning in India and moving into Tibet and introduce them to the living forms of meditation practice unique to and refined within the Tibetan tradition over centuries. Through a combination of explanation and guided practice instruction, this course will serve as an experiential introduction to meditation on the Middle Way. Advanced Standing students only.

#### MDT308 TECHNIQUES OF MEDITATION: MAHAMUDRA (2 CREDITS)

This course will continue with instruction in meditation based on the practices established in MDT 303 (fall semester), with a focus on deepening Shiné (calm abiding) and practicing mahamudra instructions for realizing conventional and ultimate natures of mind. The subject matter will parallel the topics of Buddhist philosophy as taught in as taught in PHL307. The course will be taught in an interactive format, allowing students the opportunity to learn specific meditations as directed by the instructor, practice them, and discuss their experiences in class. Part of this course will include regular meditation sessions out of class, the keeping of a sitting journal, and the opportunity for objective discussion on the effect of these practices on the individual's mind. If desired, the committed student will have the opportunity to work with the instructor to design a personal meditation practice. This course meets degree requirements as the equivalent of MDT304: Madhyamaka Meditation: Preparation for Vajrayana

#### MDT330 MEDITATIONS ON EMPTINESS (1 CREDIT)

This course is intended for those students who have already completed a year of lamrim study and practice (PHL301, MDT301, PHL302, MDT302) and wish to complement their study of lamrim and Madhyamaka (PHL303, MDT303) with a course that explores emptiness meditation. Yangsi Rinpoche will explain how to use Madhyamaka reasoning to experience the way in which all things exist as dependently related, through a combination of discussion of philosophic and practice texts and guided meditation practices. The course texts may include the "Wisdom" chapter of Shantideva's Bodhisattvacharyavatara, and commentaries on the Heart Sutra and the Diamond Sutra. This course is a one-credit offering. Students can expect to read text in preparation for classes, integrate class meditation instruction into one's daily seated meditation practice tracked in a log, submit two meditation journal reports, and meet at least once privately with the instructor regarding their practice.

#### MDT334 MEDITATIONS ON EMPTINESS II (2 CREDITS)

The heart of Buddhist practice is meditation on emptiness, a rigorous contemplative approach towards gaining deep insight into the nature of reality with the goal of attaining liberation for the benefit of oneself and others. In this class, we will explore some of the traditional approaches to meditation on emptiness from the Tibetan Buddhist tradition, both in terms of the instructions on the practices in some classic texts and by some realized authors (including Shantideva, Tsongkhapa, and the Buddha himself), and in terms of becoming familiar with the meditations themselves.

#### MDT334 MEDITATION ON THE NATURE OF REALITY: HOW THINGS APPEAR AND HOW THEY EXIST (2 CREDITS)

In this class, you will be guided in meditation on views of the ultimate nature of reality and, ultimately, be introduced to the view of emptiness in accordance with Tibetan Buddhist thought. In accordance with the tradition, this view entails the negation of an "inherent" existence of self and phenomena, with care taken to ensure that conventional existence is established and protected, and that "emptiness" does not mean "nothingness." In this class, you will learn how to meditate on the correct view of emptiness through the cultivation of wisdom which is the union of calm-abiding and insight as taught in the major Buddhist

traditions, and how to apply such meditation, in combination with the altruistic intention of bodhicitta, in your everyday life, and, ultimately, to the complete eradication of all obscurations and to full enlightenment.

#### MDT412 TECHNIQUES OF MEDITATION: THE MIND AND WIND

According to the Tibetan Medical tantras, the Wind element (rLung-spyi) is the breath, life force, and energy of the body and mind. It is pervasive and circulates inside and outside of the body. It is the source of respiration, movement, strength, and the power of the body and mind. It especially governs the main function of the mind, and for this reason, is considered particularly important and impactful in Buddhist practice which holds the relationship with mind and the experience reality that results from such as paramount. Most importantly, in the context of this class, is the relationship between the wind and the mind (sems), and the understanding of how working with one affects the other. For this reason, this course is being offered in conjunction with PHL412. These courses should be taken together.

#### PHL301 INTRODUCTION TO BUDDHIST THOUGHT (2 CREDITS)

This course will make use of philosophical treatises, literature, and historical analysis to present the foundations of Buddhist philosophy as taught by the early Indian pandits and commented upon by Tibetan scholars. Readings will include selections from the *Abhidharma Kosha*, *Pramanavarttika*, and *Abhisamayalamkara*, with particular focus on the readings that relate to the three scopes of the lamrim as presented by the Tibetan scholar Je Tsongkhapa. Students will come away from this course with a foundation in Buddhist philosophy and knowledge of key issues of Buddhist Studies, including personal identity and the five skandhas, subtle impermanence, and the basics of a Buddhist world view. Students will gain important grounding in basic principles of dependent arising, the structure of Buddhist logic, and familiarity with Buddhist logic and logical arguments.

#### PHL302 FOUNDATIONS OF BUDDHIST THOUGHT: THE MEDIUM AND GREAT SCOPE (2 CREDITS)

This course surveys the foundational philosophical ideas of the Buddhist tradition as presented by the great pandits of India and commented upon by the Tibetan inheritors of the Indian Buddhist tradition. The course will make use of philosophical treatises (primary sources in translation), literature, and historical analysis to present the foundations of Buddhist philosophy. Readings will include selections from Vasubandhu's *Abhidharmakosha*, Dharmakirti's *Pramanavarttika*, the *Abhisamayalamkara* (attributed to Maitreya), Guide to the Bodhisattva's Way of Life, and Seventy Topics, as well as modern scholarly analysis of the same. There will be a particular focus on the readings as they relate to the medium and great scope of the Lamrim as presented by the Tibetan scholar Je Tsongkhapa and others. Students will gain a strong foundation in Buddhist philosophy including key topics that relate to the medium and great scopes such as: cause and effect, the potential for enlightenment, and the structure of existence according to the Buddhist world view. Students will gain a strong foundation in Buddhist philosophy including key topics that relate to the great scope such as: loving kindness, great compassion, and abandoning the mind of self-cherishing, as well as topics that relate to the great scope such as the mind of enlightenment, the six perfections, and an in-depth examination of the path of a bodhisattva.

#### PHL303 MADHYAMAKA PHILOSOPHY: WHERE IS THE MIDDLE WAY? (2 CREDITS)

An overview and in-depth introduction to the heart of the Tibetan Buddhist tradition, the philosophy and practice of Madhyamaka, or the "Middle Way," as presented by the renowned Indian Buddhist philosopher Nagarjuna and his Indian and Tibetan commentators. Primary readings for this course include Lama Tsongkhapa's *Essence of Eloquence (Lekshé Nyingpo)* and its sources. Students are strongly encouraged to enroll in MDT303 Techniques of Meditation: Madhyamaka in conjunction with this course.

#### PHL304 MADHYAMAKA PHILOSOPHY: A DOSE OF EMPTINESS (2 CREDITS)

A continuation of the Madhyamaka I course, in which the exploration and debate of the philosophy and practice of Madhyamaka, or the "Middle Way" is deepened and refined. The primary reading text for this course will be Khedrup Je's *Dose of Emptiness (stong thun chen mo)*, a detailed critical exposition of the theory and practice of emptiness as expounded in the three major schools of Mahayana philosophy, as well

as its commentaries. Students are strongly encouraged to enroll in MDT304 Madhyamaka Meditation: Preparation for Vajrayana in conjunction with this course.

### PHL307 MADHYAMAKA BUDDHIST PHILOSOPHY: INDIA TO TIBET (2 CREDITS)

This course will lay the groundwork for the study of the Madhyamaka Buddhist philosophy of the Tibetans through exploring its origins and development in the Indian philosophical tradition and proceed into an introductory exploration of Madhyamaka as it was developed, taught, and practiced in Tibet. This course will examine not only Nāgārjuna's philosophy as propounded by his commentators but also the differing understandings of the philosophical tools that are appropriate to its exploration, and how this eventually took shape in the "consequentialism" of Tibet.

### PHL308 MAHAMUDRA: REALIZING THE NATURE OF MIND (2 CREDITS)

The aim of this course is to explore the Great Seal, Mahāmudrā, which in Indian and Tibetan Buddhism is the attempt to realize the conventional and ultimate nature of the mind through a combination of philosophical analysis, calm abiding meditation, and special insight meditation. Study of the function and nature of mind is considered in Indian and Tibetan Buddhist schools to be essential for understanding how to tame the mind and cultivate realizations. We will first focus on psychological and philosophical approaches to the conventional nature of the mind through such sources as Vasubandhu's *Abhidharmakośa* and Dharmakīrti's *Pramāṇavārttika*. Then an in-depth study of Mahāmudrā will begin with attention to the Indian sources of the Great Seal, including such figures as Saraha and Maitrīpa; proceeding to the theory and practice of Mahāmudrā as developed in Tibet among the Kagyu. Understanding the origins and development of Geluk Mahāmudrā will include close attention to the instructions for practice found in the Great Panchen Lama Losang Chökyi Gyaltzen's root-verses on Mahāmudrā, his auto-commentary on the root-verses, and his inspired and inspiring spiritual songs. Finally, we will approach the ultimate nature of the mind through works such as the Mind-Only treatises of Vasubandhu, Candrakīrti's *Madhyamakāvātara*, and those of selected Tibetan Buddhist masters. This course meets degree requirements as the equivalent of PHL304: A Dose of Emptiness.

### PHL326 FOUNDATIONS OF MIND TRAINING (SERVICE AS SPIRITUAL PRACTICE): LOJONG AND YOUR COMMUNITY (2 CREDITS)

According to the Tibetan Buddhist tradition, the key to happiness is not the eradication of our problems but rather the development of a mind capable of transforming any problem into a cause for happiness. In this course, we will take a deep dive into the realities of the practice of *lojong*, or *thought transformation*, through the study of individual works from the *Great Collection*, an early compilation of lojong literature masterfully translated by Geshe Thupten Jinpa, Ph.D.

This class will include some traditional commentary on these texts, as well as analysis and exploration of the genre of lojong, including guidance for cultivating new mental habits for mastering our thoughts and emotions as well as contemporary treatments of lojong in the west, including approaches through popular culture, science, and in community.

### PHL328 ADVANCED MIND TRAINING AND SERVICE AS SPIRITUAL PRACTICE II: LOJONG, CALM-ABIDING, AND YOUR COMMUNITY (2 CREDITS)

According to the Tibetan Buddhist tradition, the key to happiness is not the eradication of our problems but rather the development of a mind capable of transforming any problem into a cause for happiness. In this course, building on our exploration of the *lojong* literature and practice tradition of Tibet from the fall term, we will expand our exploration of the tradition to modern practices and applications of *lojong*, and in particular, explore ways that this tradition can serve as a basis for our interaction in the world.

This class will include some traditional commentary on these texts, as well as analysis and exploration of the genre of *lojong*, including guidance for cultivating new mental habits for mastering our thoughts and emotions as well as contemporary treatments of *lojong* in the west, including approaches through popular culture, science, and in community.

#### PHL403 INTRODUCTION TO TANTRA (2 CREDITS)

This course will give an introduction and overview to Buddhist tantra as it came through India to Tibet. We will explore its history and lineage, as well as gain an understanding of basic tantric philosophy. We will get a broad overview of the four classes of tantra, learn how to practice simple tantric methods, and explore the basis of practicing tantra, the differences between sutra and tantra, and deity yoga. In particular we will explore how the Madhyamaka understanding of reality is integrated into the tantric view, and how an individual navigates the tantric path. We will also focus on how the tantric lineage was preserved in Tibet and clarify the misunderstandings and main points of the path. The early part of the semester will focus on the philosophy, practice, and the ritual of Avalokiteshvara (nyung nye), and the latter part will focus on the more advanced practices of purifying the life, death, and intermediate stage, and transforming into the path of Enlightenment.

#### PHL404 FUNDAMENTALS OF THE VAJRA VEHICLE (2 CREDITS)

This course will provide students with an overview to the history, theory, and ethical practice of the tantras of the Secret Mantra Vehicle as described in the works of Tsongkhapa, founder of the Gelukpa lineage, and His Holiness the Dalai Lama. The course will present a detailed description of the four classes of tantra, the differences between sutra and tantra, and a discussion of the scriptures and historical figures central to the history of the Vajra Vehicle in Indian and Tibetan Buddhism. The course may also explore the meaning of Fundamental Mind, identify the essential practices of emptiness and deity yogas, map the grounds and paths of Secret mantra, and consider the ramifications of tantric views and ethics in our own lives.

#### PHL412: INTRODUCTION TO TIBETAN MEDICINE

Tibetan Medicine (*bod kyi gso ba rig pa*, or Sowa Rigpa) is one of the oldest known traditional medicine systems in the world. It is a unique tradition based on medical knowledge from multiple ancient cultures, including India, China, Afghanistan, Persia, and the Bon tradition of Tibet, on the basis of the four medical tantras taught by Shakyamuni Buddha. The Tibetan Medical system is deeply intertwined with Buddhist thought, and holds the philosophical basis of the three poisons and the four noble truths as its framework. This course will provide an overview of Tibetan medicine with a focus on the wind element (*rlung*), which, according to this system, is one of the three principal energies of the human body, responsible for all movement internal and external to the body, from the circulation of blood to the movement of limbs. Most importantly, in the context of this class, is the relationship between the wind and the mind (*sems*), and the understanding of how working with one affects the other. For this reason, this course is being offered in conjunction with MDT412. These courses should be taken together.

#### PHL414: TIBETAN MEDICINE: THE WIND ELEMENT

Tibetan Medicine (*bod kyi gso ba rig pa*, or Sowa Rigpa) is one of the oldest known traditional medicine systems in the world. It is a unique tradition based on medical knowledge from multiple ancient cultures, including India, China, Afghanistan, Persia, and the Bon tradition of Tibet, on the basis of the four medical tantras taught by Shakyamuni Buddha. The Tibetan Medical system is deeply intertwined with Buddhist thought, and holds the philosophical basis of the three poisons and the four noble truths as its framework. This course will provide an overview of Tibetan medicine with a focus on the wind element (*rlung*), which, according to this system, is one of the three principal energies of the human body, responsible for all movement internal and external to the body, from the circulation of blood to the movement of limbs. Most importantly, in the context of this class, is the relationship between the wind and the mind (*sems*), and the understanding of how working with one affects the other.

#### PHL450 THEORIES AND METHODS OF BUDDHIST STUDIES (2 CREDITS)

This course is designed to give students the methodological and theoretical tools needed to think critically about ways to approach the academic study of Buddhism. What are the goals of Buddhist Studies? What are the best methods for achieving those goals? What sorts of presuppositions and assumptions do we bring into our work and our orientation towards "Buddhism"? Do our presuppositions and assumptions serve our goals?

How do political, religious, and/or ideological preferences impact our engagement with the object of study? What are the authoritative sources for the information we want and how do we determine that? How do we understand and interpret the "data"? What sorts of responsibilities do scholars have? What we study and how we study it are inextricably tied to questions of theory and method. Those who see methodological discussions as needless academic meanderings do not somehow thereby free themselves of methodological biases. Everybody engages their object of study with a theoretical and methodological orientation. The goal of this class is to encourage students to do so consciously, to think about their own assumptions and the assumptions of the broader community of scholars who engage the Buddhist traditions within modernity and postmodernity.

#### PHL500 MASTERS THESIS/COMPREHENSIVE EXAM (4 CREDITS)

Final mastery for the MA degree is demonstrated through one of the following options. MA students with permission to complete the Exam or Thesis will register for PHL500 (and PHL501, below, for continued residency as required.)

Passing a Final, Comprehensive Exam - The comprehensive exam is an on-campus four-hour exam covering the breadth of content of the subject matter of the MA degree. A list of potential questions from which the faculty will draw are given to the students in advance for their study and preparation. The actual exam will have twelve questions from which the student will choose eight to answer in separate essays. Students will be given the list of questions at the start of the term in which they plan to take the exam, and the PHL500 course may meet during the term for review sessions.

Completion of a Master's Thesis - Under rare circumstances, with special permission, the highly motivated and extremely committed student may petition the Maitripa College MA faculty to complete a thesis project. Students propose, frame, and present drafts of the thesis in consultation with the thesis advisor. Thesis projects must be completed within 2 semesters (1 year) of all other coursework and degree requirements at Maitripa. For further details, please see the Dean of Education or Director of Programs.

Action Research Project – Register for ARP502 and ARP504, see above.

#### PHL501 MASTERS THESIS/COMPREHENSIVE EXAMS (1 CREDIT)

This course is required of MA students who have successfully completed all coursework toward their degree with the exception of their final degree requirement. Students must register for PHL501 to maintain residency in their program for each term that their thesis is in process toward final submission and approval, or until the comprehensive exam is taken. Students are strongly advised to meet with their project advisor in regard to staying in compliance with policies on degree completion. Pre-requisite: PHL500 Masters Thesis/Comprehensive Exam (4 credits).

#### THL 305 ENGAGED BUDDHISM: NON-VIOLENCE AND SOCIAL JUSTICE IN BUDDHIST THOUGHT AND PRACTICE (2 CREDITS)

Engaged Buddhism is the application of the Dharma to large and small scale problems that cause suffering in the world. Most commonly it is thought of as Buddhist social and political action, but can include everything from hospice care, to environmental work, to anti-war activism, to soup kitchen work, to solitary meditation in a Himalayan cave for ultimate benefit of all living beings. Socially Engaged Buddhism is not aligned with any particular Buddhist denomination and can be found across the Buddhist world. It has been more clearly defined and prominent in the past fifty years thanks to the efforts of leading engaged Buddhist thinkers like Ven. Thich Nhat Hanh, His Holiness the Dalai Lama, Sulak Sivaraksa, Samdhong Rinpoche, and Robert Thurman among others. In this course we will look at the writings of these engaged Buddhists and investigate the kinds of activities Engaged Buddhists are doing in order to transform society to create a world that engenders our highest ideals and nurtures compassion and wisdom.

#### THL 320 CONTEMPORARY BUDDHIST THOUGHT AND THEOLOGY (2 CREDITS)

The work of the academic study of Buddhism by contemporary scholars has offered tremendous insights into the historical and social conditions that grounded, informed, and influenced the formation of Buddhist ideas and institutions. Yet due to the academic attempt to keep an objective and scientific distance from its object of study, such scholars, many of whom are self-identified Buddhists, have traditionally been discouraged in the academy from thinking about the normative implications of these insights for modern Buddhist communities. Recent years have seen a growth of Buddhist "theological" thinking paralleling the kind of theological thinking our monotheistic counterparts have engaged in to address similar issues in their own traditions. Buddhist scholars who are also practitioners have moved beyond simply describing the tradition from a critical distance, and begun to use the critical skills of the academy to think about the tradition and speak from within the tradition about issues of concern to themselves as members of Buddhist communities. What do Buddhists have to say about the environmental crisis? How ought Buddhists think about the tradition's patriarchal past? What might Buddhism contribute to prison reform? How might "justice" be conceived in Buddhist terms? What does Buddhism have to contribute to hospice care? To psychology? What are the appropriate and effective Buddhist ways of thinking about these problems and questions? This course will examine the development of this new branch of Buddhist thinking including the very use of the term "theology" for a tradition without a theos (God), its theoretical grounding, and examples of its contemporary application.

#### THL324 SELF-COMPASSION FOR BUDDHISTS (1 CREDIT, 8 WEEKS)

Many Buddhists dedicate themselves to practicing kindness and compassion for others, and inadvertently leave themselves out. As His Holiness the Dalai Lama has said, "If your compassion does not include yourself, it is incomplete." In this class, we will learn to include ourselves in the circle of compassion – not above other sentient beings, but also not below.

This class is based on and draws heavily from the 8-week course in Mindful Self-Compassion (MSC) developed by Kristin Neff and Christopher Germer. In this class we will learn core principles and practices that enable students to respond to difficult moments in their lives with kindness, care and understanding. Self-Compassion can be learned by anyone and is a key ingredient in healthy self-Care. MSC has been studied for over two decades, and there is now a significant field of research into compassion and self-compassion which shows that these practices are strongly associated with emotional wellbeing, lessened anxiety, depression and stress, maintenance of healthy habits such as diet and exercise, and satisfying personal relationships.

#### THL325 UNDERSTANDING WORLD RELIGIONS: CONCEPTS OF AND CONTRIBUTIONS TO JUSTICE AND PEACE (2 CREDITS)

This course offers an overview of the worldviews of various religions and ideologies and an examination of their ideas of, teachings on, and action in relationship to the concepts of justice and peace, with special attention to teachings on such issues as war and peace, violence, economic justice, the environment, criminal justice, and social justice. This course will rely upon texts and representatives of the traditions themselves to present the core material for the course. Students are required to investigate one worldview in depth through a semester-long research project.

#### THL327 BIRTH, AGING, SICKNESS, AND DEATH IN COMPARATIVE THEOLOGY AND RELIGION (2 CREDITS)

Gautama Buddha famously experienced the four sights in the form of encounters with the human experiences of aging, sickness, death, and a wandering renunciate. These encounters are said to have led directly to his realization of the dissatisfactory nature of conditioned existence and, ultimately, were part of his motivation to seek realization and enlightenment. In this course, the understanding of the four sights along with an analysis of "birth" offer a frame for comparison with non-Buddhist religious traditions. During the term, we will explore how human beings have approached these basic realities of human experience and their soteriological role in the lives of the faithful. We will explore ways that doctrines and living communities

create meaning, ritual, celebration, and offer solace in various theistic and non-theistic religious traditions, including some pre-Christian, Abrahamic, Asian, and Native American religious and spiritual traditions.

### THL330 MAPPING THE LANDSCAPE OF WESTERN SPIRITUALITY: COMPARATIVE RELIGIOUS TRADITIONS IN THEOLOGY AND PRACTICE (2 CREDITS)

This course may be offered at the discretion of the instructor, to meet the goals of expanding upon interfaith and comparative studies, increasing exposure to the diversity of beliefs, practices, and traditions in the US and our region, and developing particular sensitivity and attention to issues of religious conversion and service to a plurality of faiths or nones.

### THL337 EMPATHY, LISTENING, AND MINDFUL COMPASSIONATE DIALOGUE (2 CREDITS)

How do we deeply and compassionately listen to others, so they feel seen and heard, healing connection is created, and true collaboration becomes possible? How do we use empathy appropriately, and without being overcome ourselves? Empathy is a foundational skill for spiritual care givers and for healthy relationships, focused on the quality of connection we experience with ourselves and others. It is a willingness to offer curiosity and compassionate presence for another person's experience without trying to fix them, insert our own agenda, or lose our own grounding. The common misconceptions and obstacles to self-empathy and empathy for others will be clarified, as will be prevention of empathetic distress leading to burnout. The components of empathy, ways to offer empathy suitable to varying feelings and needs, and discerning what distinguishes empathy from other kinds of responses, are learnable skills which students will practice weekly. Students will learn to stay grounded while deescalating difficult conversations, recognize and set healthy boundaries, create healthy differentiation and emotional security, recognize and work with our own obstacles to empathy and self-empathy, and to build a functional vocabulary of feelings and needs. Students will enter a safe environment for practice, learning, and sharing experiences from our lives in structured in-person and written exercises. Students in this class will gain theoretical and applied understanding of the 12 essential aspects of empathy as it is presented within the Mindful Compassionate Dialogue system of Wise Heart International, created by LaShelle Lowe-Charde.

### THL338 INSIGHT DIALOGUE: INTERPERSONAL MEDITATION (1 CREDIT)

Insight Dialogue is an interpersonal meditation practice that brings together meditative awareness, the wisdom teachings of the Buddha, and relationship. It is a contemporary practice with the same purposes and traditional roots as silent meditation: developing mindfulness, compassion and liberating insight, while investigating present moment experience. The six guidelines at the core of the practice help establish the meditative qualities of the mind and to sustain these qualities while participants reflect on topics that encourage a direct and intimate inquiry into the human experience. In this way, relational contact and meditative qualities of the mind help bring root wisdom teachings into lived experience, here and now. The foundational elements of Buddhist paths to liberation include morality, tranquility, and wisdom; in Insight Dialogue these support relationships of mutuality as instrumental to the spiritual path, particularly in cultivating loving-kindness, right speech, right action, concentration, and insight. The Buddha's teachings praising Spiritual Friendships and relational practice are also antidotes to overemphasis upon the individualistic forms of practice in dominant cultures of modernity and opportunity to awaken together. Although Insight Dialogue is grounded in the Buddha's early teachings (Pāli Canon) and the practice of Insight or Vipassanā meditation, people of all faiths and backgrounds are welcome and find benefit in the practice. This course will offer Buddhist texts and teachings from multiple traditions, including the Pali, Sanskrit, and Tibetan Buddhist sources, in guided, interpersonal dialogue-based meditation practices.

### THL339 MINDFUL COMPASSIONATE DIALOGUE (1 CREDIT)

People who experience connection to core values while engaged in meditation, prayer, and other spiritual practices may also find that when they step back into daily life 'off the cushion,' they can get lost in a swirl of criticism, doubt, and confusion, and may not see how to really put those values into action regardless of who and what they encounter. This course asks us to look into our own values and actions, and aims to cultivate insights and the beneficial competencies to find and express compassion, love, and honesty

regarding oneself and in relationship with others. Mindful Compassionate Dialogue is framework for these concepts and a systematic set of tools, formed by a combination of Mindfulness, Hakomi (body centered therapy), and Compassionate Communication (also known as Non Violent Communication). This course introduces twelve Relationship Competencies, each with six specific skills. These competencies are the manifestation of compassionate relating and wise action, and arise from nine foundational practices: Attunement, Warmth, Security, Equanimity, Clarity, Concentration, Awareness, Health, and Regulation. These nine foundational practices arise from the core intention to benefit all life (or, for some, bodhicitta). The course will focus on a selection of these competencies, skills, and foundational practices in this introductory eight-week course. As we work together, we will lean into these foundational practices to support your learning and help you create thriving relationships.

#### THL340 INTRODUCTION TO CONTEMPLATIVE EDUCATION (1 CREDIT)

This course will explore the integration of contemplative practices, philosophies, and orientations into educational practices in modern American education. The course content will focus on the development of the field of contemplative education in K-12 and higher education and span its deepening influence there, as well as examine the way it has been integrated into teaching and learning at all levels. Topics covered will include contemplative pedagogy, contemplative research and inquiry, contemplation and the brain, and contemplative pedagogy in culturally diverse classrooms. This course is suitable for students, researchers, and educators at all levels.

#### THL350 INTRODUCTION TO BUDDHIST CHAPLAINCY (1 CREDIT)

This course will introduce Buddhist contributions to chaplaincy and/or spiritual care skills and professions, exploring how Buddhist wisdom, compassion, and practices support the spiritual caregiver to meet the suffering of others effectively and sustainably. The course will explore Buddhist spiritual formation for chaplaincy, Buddhist sources of meaning making and interpersonal communication, and the experiences of Buddhist chaplains pursuing right livelihood in a wide range of sectors. We may also introduce how anyone in these professions, regardless of their spiritual or religious backgrounds, can offer appropriate spiritual care to Buddhist patients, clients, or colleagues. This course is open to anyone, regardless of religious background or prior studies, and may be most suitable for those considering an MDiv graduate degree or a career change, those wishing to introduce Buddhist, contemplative, or spiritual dimensions into their healthcare or caregiving professions or service, or to build cultural and religious competencies. Students can expect active engagement and discussion during the course, both during class sessions for 2 hours per week (in person and synchronously via Zoom) and in the online discussion board as part of their weekly homework, which will consist of up to 3.5 out-of-classroom hours per week of reading, online discussions, contemplative practice, and some writing.

#### THL360 ARTS OF MINISTRY: SPECIAL TOPICS (2 CREDITS)

The arts of ministry are broad and training in them fosters intellectual, spiritual, and pastoral agility, or the expressions and embodiments of spiritual formation and maturation. In theological training, the arts of ministry include organizational, institutional, and congregational history, development, planning, and leadership; pastoral care and counseling; peace and justice social action; homiletics; leading rituals or ceremonies; religious education; exegesis and eisegesis; etc. This course offers specialized exploration of topics, competencies, and emergent areas of praxis for the Buddhist or spiritual minister, chaplain, or leader. Course content and approaches are informed by innovations in chaplaincy education aimed at training students to meet evolving societal needs. Topics may include grief, loss, and bereavement; trauma; human development; psychological dimensions of spiritual care; theological reflection and action reflection; creating systemic change; diverse and emerging service and spiritual care contexts; and so forth. Competencies may be developed in care of institutions or organizations, interpersonal skills, or building resilient worldviews among interfaith, multicultural, and diverse peoples. Faculty or co-teachers will include practicing professionals, and coursework will attend closely to the cultivation of internal qualities and skillful means needed to practice the many arts of ministry.



## THL364 BUDDHIST SCRIPTURES: ON COMPASSION

Whether you are new to Buddhism or have been studying or practicing for years, this course invites you to make an acquaintance with a selection of Pali, Sanskrit, Tibetan, Chinese, and other Buddhist scriptures (in translation) which center on compassionate responses to the suffering of ourselves, others, and the world. Since the Buddha's time, Buddhists have needed to care for each other in old age, sickness, dying, bereavement, and so forth. Shakyamuni Buddha modeled teaching dharma, caretaking sick monastics, and counseling leaders and disciples from a motivation to alleviate and eliminate suffering, a compassionate motivation that weaves through all the stories of bodhisattvas and great teachers. Other texts clarify philosophic views and contemplations that support recognizing suffering, giving rise to the intention to act to alleviate it, and exercising skillful and efficacious means. What do we gain by reading these? We will attempt to engage with texts as "scripture," inquiring whether scripture is more than text when words which have profoundly impacted generations of people also deeply enter into our own lived experiences of what it means to be humans. By approaching texts with the intention to listen for how they speak to us, and while considering their historical contexts, content, and worldviews, we will come to understand their place in Buddhist lives and in our own lives. Those students with interests in the broad fields of professional caregiving who seek Buddhist sources and models for their work will gain the ability to articulate some Buddhist scriptural foundations for their care of persons and communities, including whether and how diverse premodern Buddhist approaches to the suffering of others can uniquely inform contemporary spiritual care. For us all, these texts put the responsibility and capacity for easing pain, confusion, fear, anxiety, greed, and aversion – and growing in wholesome states of loving-kindness, compassion, joy, and equanimity — in our own healing hands.

## THL 370 SPIRITUAL REFLECTION (2 CREDITS)

*Coming soon.*

## THL 410 BUDDHIST RITUALS, ETHICS, SERVICES, AND CEREMONIES (2 CREDITS)

This course will present an overview of some of the most important rituals, ethics, services, and ceremonies that form the core of Buddhist practice in the Tibetan tradition, and shape everyday life of practitioners. We will begin with an overview of the ethical guidelines for practitioners, including precepts of practice, their purpose, meaning, and how to maintain them. The course will continue with an introduction to and, where relevant, instruction in, rituals, services, and ceremonies performed by the clergy and by practitioners themselves in the course of everyday life. Finally, the course will touch on some of the more esoteric rituals and ceremonies of the tradition, such as divination, offering practices, and so forth, and their significance in the tradition and in the lives of practitioners and Buddhist communities.

## THL412 BUDDHIST RITUALS AND CEREMONIES FOR HEALING (2 CREDITS)

The practice of ethics is central to the Buddhist worldview and entirely relevant not only to oneself but also to every living being, framed within the Buddhist understanding of reality known as *dependent origination*. In Buddhist cultures, specific rituals, services, and ceremonies have arisen as expressions of this fundamental interconnection and as methods for working with oneself and others.

This course will introduce the fundamentals of Buddhist ritual, the ways that ritual is relevant to the daily life of Buddhists, and how the particular ethic of dependent origination is lived in the rituals, services, and ceremonies of Tibet. The focus of this class will be particularly on rituals of healing and restoration, for oneself and others.

## THL416: SYSTEMIC SUFFERING & COLLECTIVE LIBERATION: AWAKENING TO RACE, DHARMA, AND OURSELVES

In the safety and sanctity of this Buddhist environment, this class will explore the deep and troubling issues of race and racism in Oregon, the United States, and in our lives, from the founding of the nation through civil rights and equity movements. The class will begin with histories of race as a social construct, and, drawing upon a variety of media, recognize the harm that racism continues to cause to all. How does

Buddhism help us to recognize and work with our biases? How does it provide meaningful solutions and resiliency? Buddhist teachings -- on the truth of suffering, cause, cessation, and path, on overcoming the delusion of an independently existing “I”, and the bodhisattva vow to obtain liberation for and with all sentient beings -- are echoed in the teachings of Indigenous, Black, and Brown social justice activists as well as Buddhists who stress that our liberations are not separate but intimately interconnected. We will explore the application of Buddhist tools such as the four noble truths, dependent arising, bodhicitta, and equanimity to the truth of the sufferings of systemic racism and colonialism, its causes, and our roles in its perpetuation and cessation. We will all be learning together in this course through listening cohorts and discussions, and no prior study or experience is required. All are welcome to join regardless of race or background.

#### THL418 ARTS OF BUDDHIST MINISTRY: INTRODUCTION TO AN EMERGING FIELD (2 CREDITS)

What is Buddhist Ministry? In recent years, a number of Buddhist professionals and scholars are newly and creatively posing working definitions and disciplinary-defining principles and practices. Buddhist ministry appears to be emerging out the needs and work of at least three realms of practitioners coming together to explore what it means to be Buddhist or draw upon Buddhist traditions in the practice of addressing, often in intimate, face to face encounters, social and individual suffering. These realms are the academic subfield of Buddhist Theology, the professional fields of chaplaincy and psychotherapy, and dharma practice communities. Beyond theoretical meanderings, the increasing needs for lay and western leadership prompt needs for specialized training, learning from others, and assessing our own resources. This course examines modes of being in religious and spiritual service to self and others, within Buddhist and non-Buddhists contexts. Emphasis will be on practical elements of preparing for and holding leadership, and the personal integration of religious knowledge, personal practice, and identifying one's spiritual authority. Topics will include Buddhist ministry, spiritual authority, spiritual formation, self-assessment, and various models of pastoral or spiritual care. In spring 2018, this will include units on understanding and preparing for clinical pastoral education, homiletic writing and speaking, and guiding in the Buddhist community. Speakers will introduce students to a range of professional and religious paths, such as: chaplaincy, psychotherapy, spiritual direction, mediation, trauma work, FPMT Registered Teacher and Spiritual Program Coordinator, activism, and dharma practice leadership.

#### THL423 SPIRITUAL CARE IN PRACTICE (1 CREDIT)

This course will explore different methods of offering compassionate and reflective presence within professional and personal realms. Students will learn current therapeutic professional skills such as basic presence, practice tools for spiritual assessment of self and other, and explore the meaning and importance of life review. Students will learn to objectively assess their personal spiritual traditions and how these inform their bearing witness to human suffering in one's path of caregiving. This course will further offer practical training in communication and contemplative skills that are essential to anyone who wishes to effectively and compassionately engage in a helping relationship with others.

#### THL424 A GOOD DEATH: APPROACHING THE END OF LIFE (2 CREDITS)

What is a “Good Death”? What guides decisions—our own and those of our loved ones, community, and clients—about how to have or support a “Good Death”? This course explores three times—preparing for death, the time of death, and after death—from the perspectives of Tibetan Buddhist religion and contemporary End of Life spiritual care. The course will consider cultural awareness and sensitivity, offer instruction in knowledge and praxis of caring for the dying and the bereaved, cultivate one’s own spiritual preparation for dying, including a facilitated end of life planning process. What dying well looks like, and under what conditions it could be possible, will be found to be diverse and dynamic.

#### THL425: DEATH, LOSS, GRIEVING AND HEALING: PERSONAL AND COMMUNITY PROCESSES

This course will explore preparing for death through to its aftermath for oneself, our loved ones –learning to make deeper use of this powerful opportunity for spiritual practice. The course will also offer practical logistics and resources for offering service to the dying and bereaved in the larger community and in leadership settings, such as a Chaplain or Funeral Celebrant, with multicultural and multifaith awareness and

sensitivity. Explore the Tibetan Buddhist view of the great potential for development and transformation this time supports for the mind, as well as the stages of the physical dying process and how to use those ideas. This examination will include a deep dive into our own belief systems and ways of taking refuge in them, as well as tools for supporting others in their refuge connection, specific to their individual worldviews.

#### THL438 WOMEN IN BUDDHISM (1 CREDIT)

The Buddhist community has always consisted of monks, nuns, laymen, and laywomen, in that order. The question of women's place and standing within Buddhism has, throughout, remained a problematic, contentious, and sometimes confusing one, as the historical Buddhist traditions seem to offer simultaneously liberative and oppressive perspectives on women. During this course, we will investigate the complex, and changing, status of women in relationship to Buddhist doctrine and practice. We will approach our study through the lens of examining some of the social constructs of Buddha's time into today, as well as through the lens of examining the position that the tradition takes in relationship to the question of the inherent capacity of women, and offer some ideas for an interpretive framework to come to understand how to relate to this. We will end by looking at some examples of exemplary Buddhist women practitioners, in the past and in contemporary times. This course will use contemplative pedagogy as well as traditional pedagogical methods for learning.

#### THL500 MASTER OF DIVINITY FINAL PROJECT - COMPREHENSIVE PAPER IN BUDDHIST THEOLOGY AND CHAPLAINCY (4 CREDITS)

The Master of Divinity program culminates in the completion of a substantial final written project that embodies the integration of the student's practical and theoretical knowledge and understanding gained in the program. The course will meet throughout the term with the designated advisor, Spring term only.

#### THL501 MASTER OF DIVINITY FINAL PROJECT - COMPREHENSIVE PAPER IN BUDDHIST THEOLOGY AND CHAPLAINCY (1 CREDIT)

This course is required of MDiv students who have successfully completed all coursework toward their degree with the exception of their final degree requirement. Students must register for THL501 to maintain residency in their program for each term that their final paper is in process toward submission and approval. Students are strongly advised to meet with their academic advisor in regard to staying in compliance with policies on degree completion. Prerequisite: THL500 Masters Thesis/ Comprehensive Exam (4 credits).

#### THL502 MDIV FINAL COMPREHENSIVE PAPER/PROJECT (2 CREDITS)

See THL500. This course is to be selected when student wishes to complete the four required credits over a year, two in fall and two in spring, in their final year once they have reached advanced standing.

#### THL-CPE1 - CLINICAL PASTORAL EDUCATION UNIT INTERNSHIPS (6 CREDITS)

This course has been separated into two credit award options: Transfer Credit award for successful completion of one summer unit of CPE, or credit for alternative External Field Education Placement when created in collaboration with Maitripa College faculty and field supervisor.

#### TIB101 INTRODUCTION TO CLASSICAL TIBETAN LANGUAGE (2 CREDITS)

Introduction to alphabet, grammar, and sentence structure of Classical Tibetan language. Students gain first exposure to dictionary use and online resources for Tibetan studies.

#### TIB102. INTRODUCTION TO CLASSICAL TIBETAN LANGUAGE II (2 CREDITS)

Continued study of Tibetan grammar, syntax, and vocabulary of Classical Tibetan language.

#### TIB104 CLASSICAL TIBETAN LANGUAGE SUMMER INTENSIVE PART 1 (2 CREDITS)

In Part 1, we will learn the foundations of classical Tibetan, beginning with the alphabet, and learning the basics of pronunciation, writing, word formation, and reading of simple phrases and sentences. No prior

study of Tibetan language is necessary, although students who already have a basis in Tibetan and wish to improve their skills are welcome to join.

#### TIB106 CLASSICAL TIBETAN LANGUAGE SUMMER INTENSIVE PART 2 (2 CREDITS)

In Part 2, we will begin learning the grammar, syntax, and vocabulary of classical Tibetan. We will learn how to look up words in Tibetan dictionaries, recognize and use the different types of grammatical particles, and identify the functions of verbs. The goal is to be able to read and understand simple Tibetan sentences in Buddhist texts by the end of this intensive.

#### TIB108 CLASSICAL TIBETAN LANGUAGE SUMMER INTENSIVE (4 CREDITS)

The focus of this eight-week summer course will be on gaining the ability to pronounce and read paradigmatic Tibetan sentences, then read and debate in Tibetan the early chapters of Pur-bu-jok's *Collected Topics*. This text introduces logical reasoning within a framework of Dharmakīrti's *Commentary on Dignāga's Compendium of Valid Cognition* and the Buddhist Sūtra School system of tenets. In part one of the course we will quickly learn the phonetics of Tibetan as well as Joe Wilson's presentations of verbs and grammar. In part two students will memorize definitions, divisions, and so forth while learning to debate the first topic, colors. Magee's Digital Debate Assistant is a useful tool for understanding and practicing Tibetan debate procedures. If time permits the course will also cover increasingly advanced topics in debate.

#### TIB118 INTRODUCTION TO TRANSLATING TIBETAN TEXTS (2 CREDITS)

This beginning/intermediate course is for the student who has familiarity with the alphabet but little or no prior formal study of classical Tibetan grammar. Students will begin to learn translation skills by working through a Tibetan Buddhist philosophic text, such as the second Dalai Lama's "Ferryboat for Entering the Ocean of Tenets".

#### TIB201 CLASSICAL TIBETAN LANGUAGE INTERMEDIATE: READING CLASS/BRIDGE TO TRANSLATION I (2 CREDITS)

Students continue to deepen their knowledge of Tibetan grammar and syntax through reading and decoding basic verse and prose texts and commentaries on Buddhist philosophy and practice in their original language. This course also introduces basic translation theory. Whenever possible, students receive oral commentary of the texts they are working with as part of the class, and being to learn how to "decode" some of the more cryptic forms of Tibetan philosophical exegesis.

#### TIB202 CLASSICAL TIBETAN LANGUAGE INTERMEDIATE: READING CLASS/BRIDGE TO TRANSLATION II (2 CREDITS)

Students continue to deepen their knowledge of Tibetan grammar and syntax through reading and decoding more complex texts, treatises, poetry, and commentaries on Buddhist philosophy and practice in their original language. This course includes the continued study of translation theory, and students will begin working on their own basic translations. Students receive oral commentary of the texts they are working with as part of the course and as an aid to their understanding and translation of the texts.

#### TIB301R ADVANCED TIBETAN READING CLASS (2 CREDITS)

Students read and translate Tibetan texts and their commentaries in their original language. In this course we will learn reading and reciting Tibetan texts, developing pronunciation, and translating with an emphasis on communicating the meaning.

# ACADEMIC REGULATIONS

## ACADEMIC ADVISING

Academic advisement is a process by which Maitripa College helps each enrolled student realize his or her potential, and acts as a support for that student's academic and personal growth. Maitripa College degree students will be assigned an academic advisor.

Academic advisor's activities may include but are not limited to the following:

- Provide recommendations for course sequence and choice of electives to complete the degree program
- Provide information about general education and graduation requirements
- Provide support for general adjustments to Maitripa College and/or graduate school
- Provide assistance in seeking doctorate education outside of Maitripa College
- Provide information about career options and the value of a particular degree or concentration of study
- Provide assistance with registration and course scheduling or referrals to administrators who can provide such assistance
- Provide help with study habits, learning techniques, and research and writing skills
- Provide guidance with Final Project, Thesis or Exam preparation

## RESPONSIBILITIES OF MAITRIPA COLLEGE

- The responsibility of ensuring the availability of academic advisement rests with the program director
- Student advisement (e.g. meeting individually with students to provide information about course requirements and student progress, working with students on independent projects of student and faculty interest, etc.) is part of the regular workload of every full-time faculty member, and may be delegated to part-time faculty as well
- Faculty and instructors are required to offer access to students for advising related to progression in courses they are teaching
- The Director of Programs and Director of Student Services shall provide periodic updated information on academic policies and procedures including, but not limited to, rules and policies, graduation requirements, petition processes, and grading policies to academic advisors
- Maitripa College shall provide students with timely notice of academic probation status
- Maitripa College administration shall provide students with the documents and forms necessary for administrative record keeping, including academic status changes, transfers, etc.
- Maitripa College shall provide international students advising with a Student and Exchange Visitor Program's Primary Designated Student Official (SEVP DSO) at Maitripa
- Maitripa College shall provide program information in a clear, succinct, and easily understandable manner, such as through a brochure, website, a Catalog, and/or a checklist of major/degree requirements

## RESPONSIBILITIES OF STUDENTS

- Students must familiarize themselves with Maitripa College requirements
- Students agree to conduct themselves in accordance with the Rules of Ethical Conduct
- Students must bring current information regarding progress toward degree completion to meetings with their advisor
- All students should meet with an advisor on a regular basis once an advisor is assigned, at least once per semester
- Making and keeping appointments to see advisors is the responsibility of the students

## ACADEMIC YEAR

The academic year at Maitripa is based primarily on two semester terms, fifteen or sixteen weeks in duration. Spring term begins in mid January and ends in mid May. Fall term begins in late August/early September and ends in mid to late December. Summer term courses may be offered for course credit toward degree requirements.

## ACADEMIC EVALUATIONS

Students are evaluated regularly by a committee of faculty and academic staff, based on the grades they have received for the semester(s) they have completed. Students may be matriculated, passed on, or placed on probation based on their performance.

## ACADEMIC STANDARDS

Students are held to the highest possible level of academic standards. Classes at Maitripa are taught at a graduate level, and students are expected to fulfill all requirements for all classes without exception to continue toward graduation. No student may receive credit for a course in which the grade received was C+ or lower, and students must maintain GPAs of 3.0 or higher. Students have the option to re-take a course in which they receive a C+ or lower but will only receive credit once.

## ADVANCED STANDING

Maitripa College does not accept credit for advanced standing at this time.

## CLASS ATTENDANCE

Class attendance is mandatory. Timeliness is expected for all classes at all times. Faculty members may stipulate their own attendance policies on their course syllabi. In lieu of a faculty attendance policy, the College attendance policy understands emergencies and personal concerns, and therefore grants two excused absences per class per term. Students should communicate with their teachers directly in regard to attendance issues.

Absence from class and/or repeated tardiness is disruptive to the learning environment and can negatively impact a student's grade.

Excused absences during the semester may be permitted in the event of an emergency (medical, family or personal). Sufficient notice to the faculty member may be required in order to establish alternative arrangements for makeup work, including due dates for assignments and gathering required course materials. Unexcused absences may be considered in the calculation of grades and can result in course failure.

Absences on exam dates require a physician's note or other authoritative form of documentation to be considered an excused absence. Failure to provide documentation may result in failure of the examination or relevant coursework. Multiple absences of a class may warrant review of documentation attesting to the effect of an illness or other condition upon attendance and/or academic performance.

## HYBRID ATTENDANCE POLICY

For all 2024-2025 Academic Year courses offered in person, synchronous, online attendance is available for auditors, and hybrid options are available as needed for degree program and continuing education students after the first four weeks.

- In-person attendance during the first four weeks of each term is required of all degree program and continuing education students.
- Hybrid attendance after that time will be decided on a case-by-case basis.
- Exceptions and allowances may be granted for off-site attendance as needed.

Accommodations to in-person attendance for degree program and continuing education students must be made in advance and approved by an academic advisor and course faculty. Please contact your advisor, faculty, or the course TA to request accommodations.

In order to complete a degree from Maitripa College or earn credit and receive a grade as a continuing education student, it is necessary to be in Oregon and attend classes in person.

#### CLASS WITHDRAWAL AND INCOMPLETE

Students are responsible for consulting the Academic Calendar online and in email notifications from administrators for each semester's drop/add period and closing date, approximately the tenth day of the semester. After drop/add, if a student chooses to terminate enrollment in a course, it is considered a withdrawal. Maitripa College requires that a student who wishes to withdraw from a course complete the Course Withdrawal Form available from the Registrar. This form will prompt students to inform their professor, advisor and registrar of the withdrawal. The registrar will post a "W" on the transcript. No credits or grades will be awarded for partial work completed as part of the course. A grade of "W" can be replaced by re-taking the course at a future time.

Unlike a withdrawal, an incomplete, "I", is a temporary grade given to a student who is enrolled in a course but is unable to complete the work by the specified deadlines for some extenuating circumstance. An Incomplete Form or written communication between student and faculty must be signed by the instructor and submitted to the Registrar on or before the last day of the class. An incomplete grade may be given, at the discretion of the instructor, provided the work for the course will be completed within an agreed upon time frame. If the work is completed in the time stipulated, the "I" is replaced with the earned grade and credit for the course is granted. If the work is not completed in the agreed upon time frame, the instructor will issue a grade that is commensurate with the work completed, no more than one year from the course end date.

#### PROGRAM LEAVE OF ABSENCE

A program leave of absence is a plan to leave the college with a specific, pre-approved return term, issued no later than the end of the drop/add period for the term in which the leave commences. A leave of absence may be approved for one semester or year. Students may be eligible for up to two years of leave, cumulatively. An approved leave of absence does not change the degree completion time limit. A Leave of Absence Form request must be signed by the Academic Advisor and the Program Director or Dean and submitted to the Registrar. For discontinuing enrollment after this date, see program withdrawal or course withdrawal policies.

#### PROGRAM WITHDRAWALS

Discontinuing enrollment in a degree program without an approved Leave of Absence, before or during a semester, constitutes withdraw from the degree program. If a student chooses to withdraw from a degree program, they must submit a Program Withdraw Form signed by the Academic Advisor and the Program Director or Dean and submitted to the Registrar. The tuition and fees owed/refunded will be commensurate with the Tuition Schedule and Refund Policy.

#### SATISFACTORY ACADEMIC PROGRESS

Academic Advisors along with the Dean and Program Director, will review students' records annually to ensure that satisfactory progress is being made, and program requirements are being met in a timely manner. Satisfactory progress for full-time degree students is defined as completing a minimum of 12 credits per year (six credits per semester) with a GPA of C+ or above in all courses. Part time degree students are expected to demonstrate commitment to degree progression. Any student whose GPA falls below 3.0 at any time in the program will be placed on academic probation. If the student's GPA does not rise above 3.0 in the next semester of completed coursework, the student will be dismissed from the program.

#### SEPARATION

There are several academic reasons for which a student may be separated from a degree program. The first is a student's GPA falls below a 3.0 for two consecutive semesters (see Satisfactory Academic Progress for details). In the second instance, a student may be separated for making unsatisfactory progress toward the

degree completion. Finally, if a student does not re-enroll after their approved Leave of Absence, they will automatically be separated from the degree program.

Please note: Students may be placed on probation or separated from the degree program due to failure to remain in good standing according to the College's disciplinary and financial policies.

#### READMISSION TO GRADUATE DEGREE STANDING

Following academic separation or a requested withdraw, consideration for readmission to the degree program within Maitripa College may be requested by filing a Re-admission Request Form to the Director of Student Services. In the case of separation for unsatisfactory academic progress, a student must complete a minimum of seven credits as a continuing education (non-degree seeking) student, while maintaining a semester GPA of 3.0.

#### CREDIT EARNED

At Maitripa College, one unit of academic credit is earned through 15 hours of in-class time and approximately 32 hours of student work outside of class, for a total of approximately 45- 48 hours per credit earned. This is in accordance with the ratio as provided by the State of Oregon. "Work outside of class" consists of coursework reading, reflection papers, research, meditation training, and writing of research papers, depending on the class. Volunteer hours for service learning courses are an additional requirement and vary depending on the class.

#### AUDITING

Out of state, non-degree students are welcome to enroll as auditors.

- Synchronous attendance is required as an auditor.
- Registering for a class and not attending will be grounds for revoking audit permission, and a W will appear on the transcript.
- Students will be responsible for supporting the general classroom learning culture and should ask questions and offer insight that contributes to the group's learning process.
- Participating auditors will receive feedback and grades on individual assignments but will not receive a final course grade or credit.

Alumni are welcome to enroll as auditors with Alumni Scholarship to cover 100% of tuition. Courses will appear on one's transcript as AUD.

Degree Program and Continuing Education students are not permitted to enroll as auditors at Maitripa College.

Degree Program Students and Oregon Continuing Education Students may not enroll as auditors.

#### DEGREE REQUIREMENTS

The Master in Buddhist Studies and the Master of Divinity degrees will be awarded to students who have completed the minimum credits required and culminating project (or exam or thesis for students entering the program prior to Fall 2020), some taken in mandatory core courses and others in elective courses, as indicated in the coursework distribution requirements. Students are encouraged to utilize the Degree Audit tracking function in Populi and meet with an advisor each semester to monitor coursework distribution and progression to fulfilling requirements for degree completion.

Courses from other colleges, universities, or educational programs generally may not be awarded transfer credit at Maitripa College, but under certain conditions, transfer credit may be recognized; see Transfer Policy below. Language courses and/or training received elsewhere may be accepted for up to one year of credit at Maitripa College provided it was received at an accredited institution and pending instructor approval. Students may also test out of a language requirement or prerequisite at the discretion of the course instructor. Students may also test into intermediate or advanced placement language courses. Regardless of



transfer credit or placement, students in the MA in Buddhist Studies must complete six credit hours of language study at Maitripa to complete their language credit requirement.

#### DEMONSTRATION OF FINAL MASTERY: MA IN BUDDHIST STUDIES

Action Research Project (*see ARP502; ARP504*) - The Action Research Project is a form of integrative and collaborative research, reflection, and writing. Students chose a principal question and work with faculty mentors to design a research project, implement the research over a period of six months or longer, and analyze and share, in written and oral forms, their findings. The Action Research Project is intended to synthesize learning over the course of the curricula, the students' personal, academic, and spiritual formation, and ethical and transformative action.

Passing a Final, Comprehensive Exam (*see PHL500*) - The comprehensive exam is an on-campus four-hour exam covering the breadth of content of the subject matter of the MA degree. A list of 40 potential questions from which the faculty will draw are given to the students in advance for their study and preparation. The actual exam will have twelve questions from which the student will choose eight to serve as the subjects of their essays.

Under rare circumstances, with special permission, the highly motivated and extremely committed student may petition the Maitripa College MA faculty to complete a thesis project. Students propose, frame, and present drafts of the thesis in consultation with the thesis advisor. Thesis projects must be completed within 2 semesters (1 year) of all other coursework and degree requirements at Maitripa. For further details, please see the Dean of Education or Director of Programs.

#### DEMONSTRATION OF FINAL MASTERY: MDIV

Action Research Project (*see ARP502; ARP504*) The Action Research Project is a form of integrative and collaborative research, reflection, and writing. Students chose a principal question and work with faculty mentors to design a research project, implement the research over a period of six months or longer, and analyze and share, in written and oral forms, their findings. The Action Research Project is intended to synthesize learning over the course of the curricula, the students' personal, academic, and spiritual formation, and ethical and transformative action.

#### CURRICULA LEADING TO DEGREE

The core courses of the curricula constitute a set of required courses for all students and comprise the majority of credit hours required for degree completion. Additional credit hours required for degree completion are comprised of electives chosen from available courses each semester by the student in consultation with their academic advisors. Some students may focus on Tibetan language, while others may take advanced philosophy or history topics, while yet others may build professional skills and learn theories of contemplative care or leadership in a dharma community, for example. Distribution of electives should reflect both breadth and depth and are organized within the Course Groupings information in Populi.

Maitripa College faculty and staff are committed to periodic review and revision of curricula in light of new findings, methods, and research in pertinent fields of study, feedback from students and alumni, and faculty expertise. Individual students' course of study will vary according to enrollment status, optional concentrations, language studies, electives, and periodic rotation of course availability and development of new courses. Students are encouraged to work with academic advisors to create individualized, complete course plans. Student services and academic advisors are prepared to review sample course progression options which map possible routes to degree completion.

#### MASTER OF ARTS DEGREE IN BUDDHIST STUDIES

In order to qualify for the Master of Arts degree in Buddhist Studies, students must take a certain set of required core courses and accrue a distribution of credit hours in Scholarship, Mediation, and Service pillar courses through additional elective courses, totaling 44 or more credit hours.

## MASTER OF DIVINITY DEGREE

In order to qualify for the Master of Divinity degree, students must take a certain set of required core courses and accrue a distribution of credit hours in Scholarship, Mediation, and Service pillar courses through additional elective courses, totaling 72 or more credit hours.

## DECLARATION OF CANDIDACY FOR A DEGREE

To initiate the steps leading to the award of a master's degree, students must identify the term they expect to complete degree requirements by filing a graduation/degree candidacy declaration form through the Maitripa College administrative offices at least one academic year before anticipated graduation (declaring in September for a June graduation the following year).

Upon submission, the student's expected graduation term and degree will be recorded. The student must submit a new form if he or she wishes to change his or her graduation term or degree.

## EXAMINATIONS

Examinations will be given in all courses in a form to be determined by the course instructor.

## GRADING SYSTEM

All grades are to be submitted no later than one week after the final examination has been given for classes, or after the last official meeting of the class. Grade point averages are determined from letter grades as follows:

A	4.0	B-	2.7	D+	1.3
A-	3.7	C+	2.3	D	1.0
B+	3.3	C	2.0	D-	0.7
B	3.0	C-	1.7	F	0.0

## GRADE OF INCOMPLETE

Grades of incomplete ("I") may be given at the discretion of the instructor, provided the work for the course will be completed by the student within an agreed-upon amount of time, in accordance with Maitripa policy, and within the limitations period on grade changes. An "I" may be entered in place of a regular grade. If the "I" is not replaced within a year from the date of the end of the last class, it will transform into a permanent "F." Petition forms for extension of an incomplete can be obtained from the administrative office. Contact the Director of Student Services for details on such a petition.

## GRADE CHANGES

Grades may be changed at the discretion of the course instructor, for due cause, up to one year after the course has completed. After this time grades are permanent and cannot be changed.

## APPEALING A GRADE

Students may appeal a grade only when they can document one or more of the following:

- An error in grade calculation
- Failure of the instructor to clearly notify students of the grading criteria
- Assignment of a grade based on reasons other than the announced criteria and standards
- Assignment of a grade based on factors other than student achievement, e.g., personal bias
- Inconsistent or inequitably applied standards for evaluation of student academic performance

If the student believes that the grade received is based upon unlawful discrimination, or sexual harassment, as defined in these policies and procedures, the student should proceed under the procedures in this handbook related to grievances and sanctions.

Once a student believes he or she has grounds for appealing a grade issued by an instructor the following procedures should be initiated: The student must submit a written appeal to the Director of Programs within 30 days of the end date of the course. The student will be required to provide documentation proving the occurrence of one or more of the above criteria.

Within 45 days of the end date of the course, the student must provide clear documentation that demonstrates the occurrence of one or more of the above-listed grounds for appeal. Documentation may be in the form of e-mail correspondence, graded assignments, proof of timely submission, etc. The student must also provide evidence of the level of achievement in support of the particular grade that the student believes he or she should have been awarded. If the evidence meets the criteria, the dean forwards the student's written statement to the instructor for a response, which the instructor must provide within 15 days. The dean then refers all documentation to the grade appeals committee.

#### GRADE APPEALS COMMITTEE

The grade appeals committee consists of three faculty members appointed by the appropriate school dean. The grade appeals committee considers the documentation and may decide either to change or uphold the grade.

The grade appeals committee will render a final decision within thirty days of receiving the grade appeal information from the dean. This decision is forwarded to the dean who informs the student, the instructor and the administrative office of the decision in writing.

#### DEGREE CONFERRAL, DIPLOMAS, AND TRANSCRIPTS

A degree is a credential. There are two documents that provide evidence of that credential: an official transcript and a diploma. Both are available to students who have completed all of their degree requirements and have had their degrees conferred.

Degree conferral is the official process used to grant a degree. Upon the student's completion of degree requirements and submission of the [Application to Receive a Degree](#), the registrar works with the student's advisor to ensure that all degree requirements have been met. If all requirements have been met, the registrar posts the degree to the official transcript.

The degree conferral date is the date that will appear on transcripts and on diplomas. Maitripa College has three degree conferral dates per year, one each term.

- Spring: date of commencement ceremony
- Summer: last day of summer term
- Fall: last day of fall term

During the selected term students apply for conferral, they must be enrolled in or auditing at least one course. By the end of the selected term, all requirements must be complete.

Diplomas and official transcripts are available to students once all financial obligations to Maitripa College are met.

#### COMMENCEMENT CEREMONY

Maitripa College honors degree recipients with an annual commencement ceremony each May. Although there are three conferral dates per year, there is only one commencement ceremony.

Students may participate in the May commencement ceremony if they have had their degree conferred in the preceding summer or fall terms or if they expect to complete their degree in May and have met all of their degree requirements.

Once per year the registrar orders the diplomas for all students who earned a degree in any of the preceding three terms.

Note: Neither participation in the commencement ceremony, nor having one's name printed in the commencement bulletin is confirmation that a degree has been conferred.

# JAMES A. BLUMENTHAL LIBRARY

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## MISSION STATEMENT

The mission of the James A. Blumenthal Library at Maitripa College is to support the broader mission of the college by providing the highest standard of resources in Western and Buddhist languages for scholars, faculty, and the interested public. The library will provide physical facilities that encourage individual and collaborative education and promote engaged discourse and active exchange of ideas.

The James A. Blumenthal Library at Maitripa College currently holds over 5,000 titles in print and multi-media materials. The majority of collection holdings is English language book titles, while additional titles include videos of teachings and films, audio media for Tibetan language study, magazines and journals, as well as Tibetan, Sanskrit, and Chinese works. In order to fulfill Maitripa College's mission of offering a world-class enlightened education for the 21st century, a world-class research library is essential. Acquisition lists are developed in consultation with internationally respected professors of Buddhist studies, developing a lending and research facility that will meet the highest standards of electronic, archival, and print resources for the use of our students, faculty, and local community for many years to come.

## ACCESS TO MAITRIPA COLLEGE LIBRARY COLLECTIONS

Library hours are posted online and outside the library, and generally provide access to the collections and circulation on weekdays. Please make an appointment to visit outside of posted library hours.

Enrolled students, faculty, and staff have access to the Maitripa College collections of print and digital materials, media, online research databases, and reserve materials, in accordance with borrowing and use policies.

A non-refundable library fee of \$21/semester is required of all enrolled students. This fee goes toward costs associated with technology, circulation, research resources, subscriptions, acquisitions, and equipment.

Alumni, former students (not enrolled in the current semester), and the general public may obtain circulation privileges with a Community Membership for \$35 per year. Community membership forms are on file at the circulation desk.

Non-members may access collections of print materials and media for on-site use only during library hours.

## LIBRARY USE

The library catalog and online academic resources are available at <http://maitripa.org/library/>

Circulation of print materials and media is available with assistance during posted open hours or by appointment.

All materials in circulation are subject to recall and/or non-renewal if items are required by faculty, staff, or currently enrolled degree students. Access to online research databases and course reserve materials are restricted for use by enrolled degree and CE students, faculty, and staff only.

Current students will be offered opportunities to attend library orientation sessions and obtain consultation with librarians or qualified volunteers for guidance utilizing the library resources.

## BORROWING PRIVILEGES FOR PRINT AND MULTIMEDIA

To check out any materials, all patrons must be assisted by a staff, librarian, or staff-trained volunteer.

## CIRCULATION

Books are checked-out for 45 days. Audio and Video Materials and Periodicals are available for ten days. Reserve Materials are available for onsite use.

All materials can be renewed three consecutive times, if they are not recalled or placed on hold by another patron.

Faculty and currently enrolled students may recall materials needed for research or syllabi purposes. The patron will have seven days to return the recalled item(s). Faculty and students may also put a hold on an item, and will be notified when it is returned and held for them to pick up promptly.

To renew, recall, or hold items, email: [library@maitripa.org](mailto:library@maitripa.org)

#### OVERDUE, LOST, AND DAMAGED MATERIALS

Patrons will be notified via email of overdue materials. Lost or unreturned items will result in the billing of the patron for replacement cost plus \$10. Books that are more than two months overdue will be considered lost and the library user will be notified. Replacement cost is based on the average current price listed on Amazon.com or publisher. Charges for out-of-print books will be determined from average price listed by book dealer, Amazon, etc. or by average price of Library materials of similar subject matter and condition. A service fee of \$10 will be charged in addition to replacement cost for all lost or damaged items. Patrons will be billed by mail. Borrowing privileges will be suspended if patrons incur overdue balances in excess of \$20. Overdue library balances may result in a hold being placed on a student's ability to register for courses or request official transcripts.

#### COURSE RESERVES

Reserve materials rotate each semester. Materials are placed on reserve by course faculty and are intended for the use of students enrolled in their course for short-term, on-site borrowing in order to maximize access to limited materials. These materials may include any item in the library's print and media collections. Check out is for two hours, items may not be removed from Maitripa College, and priority is given to students enrolled in the course. Additional copies of Reserve items may be found in their usual shelving location by call number; any regularly shelved copies may be checked out.

#### LIBRARY NOTICES

Patrons must provide valid email address upon check-out. Patrons will be notified of bills and overdue items via email.

#### ACCESS TO OREGON LIBRARY COLLECTIONS AND INTERLIBRARY LOAN

Maitripa College student IDs may also be used for borrower privileges at local college, university, and city public libraries. Research materials held in libraries outside of Oregon may be obtainable through Interlibrary Loan. Please visit the library webpage or speak to the librarian for additional information.

# APPLICATION AND ADMISSIONS

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## ADMISSION AS A DEGREE-SEEKING STUDENT

Students interested in enrolling in degree programs must submit a completed application by the date designated in the application materials and website. Applications will be accepted every fall. To apply for admission, students may complete the online application. A calendar of important dates and deadlines will be posted on our website and will also be available in the administrative office.

Admission to current degree programs at Maitripa College require a bachelor's degree (B.A. or B.S.) from an accredited institution, completed application, letters of recommendation, official transcripts, a resume or cv, an essay and a personal statement of interest, as well as an admissions interview. All application materials will be reviewed by the admissions committee, and decisions will be sent out within a reasonable period of time. The admissions committee will act in accordance with Maitripa College's nondiscrimination policy, and all student information will be kept private. A non-refundable application fee is required with each application.

## ADMISSION TO CLASSES AS A CONTINUING EDUCATION STUDENT

Students interested in taking classes as a continuing education student should complete the online application. Once accepted, students will be led through the registration process and have an opportunity to meet with an advisor. Continuing education students are expected to comply with the full attendance and evaluation requirements for the course.

In the case of a continuing education student who has been taking classes and wishes to enroll in a Maitripa degree program, he or she must submit a full application, receive acceptance as a degree student, and complete all requirements for graduation. The student must also submit the Transfer of Continuing Education Credit form. Up to 24 credits of coursework accumulated as a continuing education student within the past five years may be applied to a degree program.

Students with more than 24 credits of continuing education work may submit a petition for the recognition of additional credits to be reviewed by the Maitripa Program Committee. The recognition of additional credit is not guaranteed, and students interested in obtaining their degree should apply well in advance of meeting the 24 credit limit.

Availability of courses for continuing education students will be posted each semester on the college's website and in the administrative office.

Please refer all admissions queries to:

Maitripa College Office of the Registrar  
1632 SE 11<sup>th</sup> Avenue  
Portland, OR 97214  
503-235-2477  
registrar@maitripa.org  
[www.maitripa.org/registrar/](http://www.maitripa.org/registrar/)

## ENROLLING IN A COURSE

Enrollment for any course is open through the deadline for adding/dropping a class. Very special circumstances may extend the enrollment deadline by permission of instructor only.

## ENROLLMENT LIMIT

The current enrollment limit for residential students for the 2024-2025 school year is a maximum of 70 students per semester. This number is based on the available space of the facilities and the number of current instructors. The enrollment limit is established solely for the purpose of protecting the quality of education and safety for the students, instructors, and staff of the college.

## DEGREE PROGRAM CHANGE

Students wishing to change or add degree programs must follow one of two processes: 1) submit a new, formal application for the new degree program, or 2) submit the Degree Program Change Request Form. Students who have completed less than two semesters of work for an existing degree must submit a new application and the Internal Transfer of Credit form. Students who have completed more than two semesters of work for an existing degree must submit the Degree Program Change Request form and the Internal Transfer of Credit form.

## NON-CLASS CREDIT

Other than the approved service-learning curriculum, Maitripa College does not recognize any non-class credit for work done outside of classes.

## REGISTRATION

Students will be required to register for each semester of enrollment at Maitripa College. Registration is completed by logging into a student account and adding or dropping classes. Students who need assistance can request an appointment with their advisor, the Director of Student Services or Technical Support. Registration opens at least one month before classes begin. Students may not register for classes if their accounts with the College are not in good standing.

## DROP/ADD PERIOD

Students can add/drop classes anytime during the first two full weeks of Fall and Spring terms. If a student plans to add a course after the course start date, they must attend the classes prior to adding unless approved absence is requested and granted by the professor. Any increase in tuition will be invoiced on the day of the change to the schedule and due immediately. If the student is on a payment plan and adds a class, the plan will be adjusted accordingly. Any outstanding tuition due for the month will be due immediately. Likewise, if a class is dropped during the add/drop period, the bookkeeper will process the refund on the day the dropped class is requested.

## REPEATING COURSES

Courses at Maitripa may be repeated for a grade if the grade received in the course was a C+ or below. The repeated course must be the same course as one previously taken. The grading basis must also be the same. Students who repeat a course do not earn additional credit toward their degree. Credit from the repeated course will replace the previous course in computing cumulative grade point average. Both courses will remain on the student's transcript.

Tibetan language courses and theology lab courses may be repeated for credit, as indicated by the 'r' in the course number or in the course description in the catalog.

## TRANSFER OF CREDIT TO OTHER SCHOOLS

Transfer of credit is always at the discretion of the receiving school, generally depends on comparability of curricula, and may depend on comparability of accreditation.

## TRANSFER OF CREDIT WITHIN PROGRAMS AT MAITRIPA COLLEGE

Credits accumulated at Maitripa Collage for a particular degree program may be transferred to another degree program if the student is in compliance with the policies relating to and has completed the formal process for degree program change (see applicable section in this handbook). To complete this process, students must submit the Internal Transfer of Credit form, available from the administrative office.

## TRANSFER OF CREDIT FROM OTHER SCHOOLS

Courses from other accredited or HECC-approved colleges, universities, or educational programs may be counted for credit at Maitripa College under certain circumstances and when meeting College criteria. The below policy outlines the maximum transfer credits that may be applied towards a Maitripa College degree,

and the general considerations for assessing course equivalency or elective course credit. The Academic Program Director receives requests for transfer credit, and may review transcripts, course descriptions, and course syllabi in a case by case assessment of appropriate awarding of credit according to the below guidelines.

Language courses and/or training in Tibetan language instruction received elsewhere may be accepted for up to four credits at Maitripa College provided it was received at an accredited institution, and pending instructor approval. Students may also test out of a language requirement or prerequisite at the discretion of the course instructor. Students may also test into an intermediate or advanced placement language courses.

Students wishing to be awarded transfer credit for academic work completed at the graduate level before admissions or after matriculation must submit a Transfer Credit Authorization form to the Director of Programs for review. There may be an administrative fee for review of Transfer Credit Authorization form. The Director of Programs and/or Dean will make a determination whether courses are relevant to the curriculum of study, meet general graduation requirements, count towards specific degree requirements, or may be equivalent to Maitripa College courses. This determination will be based upon the criteria outlined below and review of materials such as transcripts, syllabi, and course descriptions.

Maitripa College graduate students may accrue a maximum total of 25% of the credit required towards the degree (18 credits in the MDiv, 11 credits in the MA). The maximum credit total for Clinical Pastoral Education (CPE) completed at an ACPE accredited program is 1 unit, which will transfer as six credits, and may be taken at any time in the student's degree program.

Maitripa College transfer credit process includes student petition and administrative review and approval that the below criteria are met. Upon review of the student's petition for transfer credit, the administration is satisfied that:

1. The course was/is offered by an accredited university, and is at corresponding degree level, or otherwise approved by the HECC
2. The course was/is equivalent to courses in the student's degree curricula and the total number of hours of student effort may be calculated according to OAR definitions of credit hours for a semester
3. The area of course focus was/is pertinent to the degree and closely aligned with the student's professional and academic interests,
4. Those interests could not be met under supervision of Maitripa faculty or through coursework on campus
5. If the proposed transfer credit is for a course that requires community service, volunteer service hours and mentorship was or will be secured at a suitable and enriching community organization with mentorship or supervision
6. Maitripa College is able to provide faculty oversight in reviewing the student's final papers and coursework produced, liaison with mentors or instructors as needed, and/or grant administrative oversight to manage transcripts, student assessment, etc.
7. The grade earned must be in accordance with Maitripa College grade policies and OARs (C or above) to receive credit towards the degree

*Maitripa College does not currently grant credit for non-collegiate work, other than the above specified Clinical Pastoral Education chaplaincy practicum intended for MDiv students.*

## TRANSCRIPTS

Grade transcripts will be available to students from the administrative offices beginning one month after grades are turned in for each semester. Students can check their current, unofficial transcripts by logging in to Populi. For assistance in accessing unofficial transcripts via Populi, please refer to the Current Students page of the Maitripa College website or contact the Registrar at registrar@maitripa.org.

The request for official transcripts must be made in writing. Allow 5 business days for processing official transcripts. Transcripts will be mailed to your current mailing address, or to other addresses as requested in writing. Transcripts will not be released to students with an outstanding balance on their account.



## TUITION AND FEES

Maitripa College is committed to keeping our programs accessible to every student who wishes to study here. To that end tuition is a considerably less expensive than comparable, private, graduate programs in the United States. Additionally, we make every effort to consider the financial concerns of each student and to support their progress to graduation through a commitment to flexible payment options and scholarship opportunities.

Tuition will be charged by the credit hour for instruction during an academic semester. No student is obligated to pay for tuition charges for a term that has not commenced if the student withdrew, or for a term that was truncated by cessation of school services.

The tuition and fees for the upcoming academic year reflect a standard, cost of living increase in tuition and the new fee schedule based on increased expenses per student for the upcoming year. Please see descriptions on each of the fee charges below.

### TUITION AND FEE SCHEDULE FOR 2024-2025

Tuition and fees are billed at the time of registration and due on the first day of class. If you opt-in to a payment plan, the payment plan must be in place and the first payment submitted on the first day of class or a late fee, as detailed below, will be added to your account.

- Tuition for 2024-2025 Academic Year: \$456/credit

#### Fee Schedule for 2024-2025

	International and US Citizen/Residents Degree Program	Continuing Education/Auditing
Technology Fee	\$37/semester	\$37/semester
Library Fee	\$21/semester	\$21/semester
Registration Fee	\$31/semester	\$13/semester
Student Services Fee	\$25/semester	\$0
Building Maintenance	\$16/semester	\$0

Maitripa College will maintain fees that are fair and uniformly applied to all students. Maitripa College will not change the fee policy during an academic year and will announce possible changes previous to the registration period before the start of a new academic year. All fees are non-refundable.

- A **technology fee** is required for each student upon registration. This fee goes towards the cost of the student database.
- A **registration fee** is required when a student registers each term. This amount is not applicable to the student's tuition costs and the fee applies to all students. Re-registering to add courses does not require an additional fee. This fee goes towards costs associated with the Registration process.
- A **library fee** is required of all students. This fee goes toward costs associated with technology, circulation, research resources, subscriptions, and acquisitions.
- A **student services** fee is required of degree program students. This fee goes toward costs associated with the student handbook, orientation, identification cards, student life gatherings, graduation, and other incidentals.
- A **building fee** is required of degree program students. This fee goes toward costs associated with building maintenance, kitchen supplies, and other incidentals.

## ANNUAL ESTIMATED COSTS FOR 2024-2025

For full-time, degree-seeking students, please see here the estimated cost of attending Maitripa College during the 2024-2025 academic year, based on eight credits per term and two terms per year:

\$ 7,296 Tuition (8 credits per semester)
\$ 260 Fees (\$130 per semester)
\$ <u>200</u> Books (\$100 per semester)
\$ 7,756 Tuition, Fees, Books (2 terms)
\$30,948 Living Expenses (\$2,579/month for 12 months)
\$1,561/month: Rent with utilities
\$ 660/month: Food
\$ 158/month: Transport
\$ <u>200</u> /month: Misc
\$2,579 Total Monthly Costs (via <a href="http://livingcost.org">livingcost.org</a> )

\$38,704 Total Estimated Cost of Attendance (12 months, two terms)

Tuition does not include the degree application fee, room, board, books, medical insurance, retreat costs, pilgrimage costs, or any other costs except tuition. Maitripa College reserves the right to adjust tuition costs on a yearly basis at the discretion of the Board of Trustees.

### CONTINUING EDUCATION/AUDITING STUDENTS TUITION AND FEES

Tuition for Continuing Education/Auditing students for the 2024-2025 Academic year is \$456/credit.

Fees for Continuing Education/Auditing students per semester are \$71 as outlined in the above Fee Schedule.

Continuing Education students must comply with the same Payment Plan and Refund Schedule structure as defined below.

### PAYMENT PLANS

Students who choose to enroll in a payment plan must be enrolled and submit their first payment on or before the first day of class. Once a payment plan has been agreed upon, students can either submit payment on the due date via check or credit card, or complete an Automatic Withdraw Form. Late fees will automatically be charged to the student account for late tuition payments, as per the below.

### PAYMENT PLAN SCHEDULE

Students can register for a variety of payment plan options including:

#### **Four equal payments**

<u>Class time elapsed:</u>	<u>Amount due</u>
First day of semester:	25% paid
30th day of semester:	50% paid
60th day of semester:	75% paid
90th day of the semester:	100% paid

#### Three equal payments

<u>Class time elapsed:</u>	<u>Amount due</u>
First day of semester:	33% paid
45th day of semester:	66% paid
90th day of the semester:	100% paid

#### Two installments

<u>Class time elapsed:</u>	<u>Amount due</u>
First day of semester:	50% paid
45th day of semester:	100% paid

By offering more customizable options, we are hoping to meet the needs of our students, while receiving on-time payments for credits earned at Maitripa College. We highly encourage students to complete the Automatic Withdraw Form when signing up for a payment plan. This way you can be confident that you will not accrue additional fees for late payments.

#### REFUND SCHEDULE

After classes begin for a term, a student who drops a course before the end of the add/drop period will receive a full refund. After the end of the add/drop period, a student is eligible for a partial refund through the middle week of the term. Refunds shall be based on unused instructional time and shall be prorated as stated below. Refund rates shall not be differentiated on the criteria of a student's source of income or loan repayment obligations except as otherwise required by law. In calculating a refund, we will take into account the terms of a student's tuition scholarship, if any has been awarded.

Week class(es) dropped   Amount of Refund
Week 1-2   100% of tuition refunded
Week 3   81.25% of tuition refunded
Week 4   75% of tuition refunded
Week 5   68.75% of tuition refunded
Week 6   62.5% of tuition refunded
Week 7   56.25 of tuition refunded
Week 8   50% of tuition refunded

No refund will be issued after the 8<sup>th</sup> week of the semester

#### SERVICE CHARGE

A service charge of \$15 per enrolled credit will be added to an account on the day after tuition is due. Every 30 days that tuition remains outstanding, a \$15 service charge per enrolled credit will be added to the account. The service charge will continue to accrue on past due accounts on a monthly basis until the amount is paid in full.

#### HELD TRANSCRIPTS AND REGISTRATION FOR PAST DUE ACCOUNTS

A student will not be able to register for classes for the next semester until their account is balanced. Transcripts will not be released to students with an outstanding account balance.

#### TUITION DISCOUNTS

##### ALUMNI

Graduates of a Maitripa degree program may take classes as a continuing education student at Maitripa College with a 100% tuition reduction, per class, in recognition of the work they've already accomplished at Maitripa, as well as the vital role they play in our community. This discount is only available to those who have fully completed all requirements for graduation, including a culminating thesis, exam, or final project.

##### STUDENTS 60+

Maitripa continuing education students who are sixty years or older at the time of registration qualify for a 10% tuition reduction per class.

## FPMT

Partial or full tuition waivers may be available to a limited number of students per year based on employment with FPMT. Please see financial office for details.

## FINANCIAL AID

There is currently no state or federal financial aid available to Maitripa College students. Private financial aid may be available from private lenders.

## SCHOLARSHIPS

### MAITRIPA COLLEGE EDUCATION FUND SCHOLARSHIP

Since 2006, Maitripa College has awarded the Education Fund Scholarship to full-time degree students who demonstrated need, merit, and a commitment to complete their degree. Applications are evaluated by the Maitripa College Scholarship Committee, and a notification of awards is made to the students after the add/drop deadline date each semester.

The selection criteria for the scholarship award is based on an assessment of student need in combination with merit. This information is analyzed by our scholarship committee, which approves partial tuition grants based on this information.

### GENERAL SCHOLARSHIP GUIDELINES

*(Applicable to Education Fund Scholarship and any other scholarship offered by Maitripa College unless specified in scholarship materials.)*

Scholarship recipients will be chosen by Maitripa College's scholarship committee on the basis of:

- financial need
- demonstrated commitment to completing requirements for their degree
- demonstrated excellence of academic progress within their degree program
- statement of purpose in accordance with the mission and vision of Maitripa College, as stated in student's application form

### AWARD NOTIFICATION

Recipients will be notified of their award by email in summer before the start of the Fall semester.

### SCHOLARSHIP ELIGIBILITY

To be eligible for scholarships, the student must:

- be enrolled in six or more credits in a Master of Arts in Buddhist Studies or Master of Divinity degree program at Maitripa College
- commit to the completion of the entire program
- complete and submit the scholarship application to the Maitripa College Scholarship Committee by the deadline specified in application materials

Scholarship money may not be applied towards courses which the student has previously completed and earned a passing grade. This includes the students' desire to repeat the course for informational or personal growth purposes. If extraordinary circumstances apply where the student may wish to retake the course to improve an earlier grade, the student must discuss their situation with the Director of Student Services or Dean of Education.

## SCHOLARSHIP REVIEW AND REVOCATION

Scholarship monies may be revoked and students asked to refund the amounts in the case of:

- unsatisfactory attendance
- failure to comply with the rules and regulations of the college
- failure to complete the term
- failure to complete the necessary coursework or a grade of “C+” or lower in any course
- any other factors specified in the student’s scholarship acceptance form

Scholarship students’ transcripts will be reviewed by the scholarship committee at the end of each semester to ensure that the student is in good standing and complying with all of the stipulations listed in the general scholarship guidelines. Students who are not in compliance with the guidelines at the time of review will be given a warning in writing and will have 30 days to establish compliance with said guidelines. Students unable to establish compliance with the guidelines within 30 days may have their scholarships revoked at the discretion of the scholarship committee and will be held fully responsible for all outstanding balances and fees payable to Maitripa College.

## MONASTIC SCHOLARSHIPS

A limited number of scholarships may be available for ordained monastics who wish to study at Maitripa.

To be considered for Maitripa College institutional scholarships, students must meet the following criteria by the scholarship application deadline:

- Be admitted into a degree program or the Classical Tibetan Language Summer Intensive for the year of application
- Have a cumulative 3.5 GPA (returning students only)

Monastic Scholarships are awarded to graduate students who are ordained as a monk or nun of any religious order. A maximum of \$15,000 is awarded to cover tuition and fees for the academic year. Typically, students hold the scholarship until the student graduates; award amounts are based on each student’s registered credit hours.

No living expenses or stipends are covered so all applicants must have a means to cover those expenses. The scholarship is renewable, but subject to review of English language skills and GPA. Graduate students must maintain a cumulative GPA of 3.5 to retain academic eligibility for this award.

Part of the application process asks you to describe the nature of your monastic commitments or vows and the duration of your monastic commitment. Preference is given to applicants who have chosen monasticism as a lifelong path and whose commitments or vows include restrictions on financial income (i.e. vows of poverty or the like.)

A review panel may take necessary steps towards verifying the applicant’s qualification and shall decide on the amount of scholarship awarded according to funding availability as well as application’s qualification. Prior recipients of this Monastic Scholarship may also apply by filling out a new application form and submitting a new essay.

## CREDIT TRANSFERRED, ATTEMPTED, OR EARNED BY FINAL MASTERY DEMONSTRATION, INTERNSHIP, OR INDEPENDENT STUDY

Tuition or fees for credit transferred, for credit attempted or earned by examination or portfolio or other irregular credit structure is based on the cost of service to administer such credits. This may be less than the cost of regular instruction, depending on evaluation, participation, supervision, and administration by Maitripa College faculty and registrar. As part of the degree program, students can expect one or more of the following may meet these standards: required demonstration of final mastery project (approved exam, thesis prior to 2020 admission), clinical pastoral education, internship or field education, or independent study course. Tuition and fees are outlined for each, below.

## FIELD EDUCATION PLACEMENT OR CLINICAL PASTORAL EDUCATION.

### Clinical Pastoral Education

One CPE unit is 400 hours and appears on transcripts as six transfer credits.

Student application fee and tuition are paid directly to the accredited institution awarding CPE units.

Upon completion, CPE evaluation is submitted to Maitripa College

A flat fee of \$100 is charged for processing transcripts.

### CS500 Field Education (3/6 credits)

Field Education Placement is a structured internship co-created by the host organization and Maitripa College. Credit is variable.

Field placement is supervised by the site supervisor.

Fees are dependent on credits earned and faculty/administrative time.

## INDEPENDENT STUDY COURSES

Students may propose Independent Study course to Maitripa College faculty and the Director of Academic Programs. Proposal forms are available from the Registrar. Students can expect review of proposals to consider hours per term of total student effort, instructional contact hours, rigor of learning objectives and assessment tools, and student produced learning artifacts and evaluation criteria, in determining the number of credit hours which may be earned as well as the availability of faculty for instruction and/or supervision.

### CS008 Independent Study in Community Service (1-2 credits)

The Independent Study in Community Service is created and supervised by Maitripa College Faculty. They are of two types: instructional and oversight.

1. Oversight by Maitripa College faculty. Student proposes to participate in an external course or learning activity of scholarly merit with relevance to degree curricula, the learning objectives of which are reviewed, supplemented, and assessed by College faculty. Tuition is charged at a flat fee of \$250/per credit; ineligible for scholarship funding.
2. Instructional Independent Study with Faculty Member. Student(s) propose to study a topic with a faculty member who has expertise in the field and/or capacity to instruct, mentor, and support the pedagogical needs of a student seeking credit for curricula-relevant work for which there is no catalog offering. Tuition is charged at the standard tuition rate per credit.

### MDT500 Meditation Retreat (1 credit)

Meditation retreats are developed and supervised by Yangsi Rinpoche and/or Maitripa College faculty. Retreat plans must be developed for learning objectives, mentorship, and assessment methods, and approved *prior* to retreat with the Director of Academic Programs.

- Retreats in which the leader is present and guiding sessions is Instructional, and tuition will be charged the standard rate per credit.
- Retreats in which the student is engaged in solo retreat or at a retreat center with immediate guidance and supervision of non-College retreat leaders, is constructed with College faculty Oversight, and tuition will be charged at a flat fee of \$250/per credit; ineligible for scholarship funding.

## FINAL MASTERY DEGREE REQUIREMENT

### ARP 502/504 Action Research Project (2 credits each)

The total credits for the ARP project is 4, divided over two spring terms.

Tuition is charged at the standard rate per credit.

#### ARP501 Action Research Project Extension

This course is required of MA/MDiv students who have successfully completed all coursework toward their degree with the exception of their final degree requirement. Students must register for ARP501 to maintain residency in their program for each term that their final project is in process toward submission and approval. Students are strongly advised to meet with their academic advisor in regard to staying in compliance with policies on degree completion. Pre-requisite: ARP502/504 Action Research Project.

Fee charged at \$250 flat fee, audit, no credit.

#### PHL500 MA Exam (4 credits)

Final mastery for the master's degree is demonstrated through one of the following two options:

Completion of a Master's Thesis - Students propose, frame, and present drafts of the thesis in consultation with the thesis advisor in the months preceding the final defense.

Tuition is charged at the standard rate per credit.

Passing a Final, Comprehensive Exam

Tuition is charged at a flat fee of \$250/credit.

#### PHL501 MA Exam extension

This course is required of MA students who have successfully completed all coursework toward their degree with the exception of their final degree requirement. Students must register for PHL501 to maintain residency in their program for each term that their thesis is in process toward final submission and approval, or until the comprehensive exam is taken.

Fee charged at \$100 flat fee, audit, no credit

#### THL500 MDiv Final Comprehensive Paper (4 credits) or THL502 MDiv Final Comprehensive Paper/Project (2 credits, repeated)

Students who matriculated into the MDiv prior to Fall 2020 may complete their degrees through the Final Comprehensive Paper options, or the ARP, as they wish.

Students matriculating after August 2020 will be expected to complete an Action Research Project (see above). Permission to complete a paper in lieu of an ARP will be granted under special circumstances in with permission by the advisor and discretion of the Dean of Education.

Tuition is charged at a flat fee of \$250/credit.

#### THL501 MDiv Comprehensive paper extension

This course is required of MDiv students who have successfully completed all coursework toward their degree with the exception of their final degree requirement. Students must register for THL501 to maintain residency in their program for each term that their final paper is in process toward submission and approval.

Fee charged at \$250 flat fee, audit, no credit.

# STUDENT SERVICES

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## GENERAL BUILDING INFORMATION

The Maitripa College entrance is located on SE 11<sup>th</sup> Avenue. Please enter the building through this entrance and avoid entering through the Market Street side of the building. Maitripa students are expected to respect Maitripa Tara School and should not enter at any time without invitation.

As an urban campus, we encourage students to protect the security of their belongings by keeping personal items with them while on campus or utilizing the student lockers on the second floor. Please do not leave bags in common areas while class is in session.

The restroom lights come on and off automatically. Please wait a few seconds for lights to come on as turning them on manually will prevent the automatic system from working properly.

## MAITRIPA ENVIRONMENTAL POLICY

In recognition of our interdependent existence and with the wish to benefit sentient beings, Maitripa College has adopted the following plan to help us become more environmentally sustainable.

## BUILDING

The building has been renovated with the following resource conservation measures for environmental stewardship:

- The exterior walls have been thickened for extra insulation
- The roof is super-insulated to conserve energy
- Some windows have been replaced with thermopane windows, and gradually all windows will be replaced in this way
- The elevator is turned off unless needed
- The toilets are pressurized in order to use as little water as possible while complying with commercial standards
- Office thermostats are set to reasonable levels, and are set in a way that reduces heating and cooling when the building is not being used
- Bike racks were installed outside the building to encourage staff and students to travel in this manner

## ENERGY AND LIGHTING

- Appliances are regularly maintained in order to keep them working at maximum efficiency
- The goal is to use electricity supplied by renewal resources and to have regular energy audits to see how we can improve our energy consumption
- 98% of light fixtures use high-efficiency bulbs and this will eventually be 100%
- The restrooms use motion sensors that automatically shut off lights when they are not needed
- All lights are turned off when leaving the building in the evening (with the exception of lights identified for security purposes), and natural light is utilized as much as possible
- Computers are generally turned off at night to conserve energy

## RECYCLING AND KITCHEN USAGE

- Maitripa ensures that as much recycling as possible is done, and there are clearly marked and accessible recycling bins in the kitchen and student commons
- Used toner and ink cartridges are recycled
- Reusable dishes, silverware, and glasses are used in the kitchen except for large events when this is not possible



- No toxic cleaning products are used
- Filtered drinking water is made available to reduce plastic bottled-water waste

## FACILITIES: SPECIFIC INFORMATION FOR STUDENTS

### ADMINISTRATIVE OFFICES

Maitripa’s administrative offices are open Monday through Friday, 9 am to 4 pm. Please call ahead to schedule an appointment with a staff member to ensure that they are available for your needs.

### COURSE MATERIALS

Students are responsible for purchasing their own course materials for each semester. Maitripa College does not have a bookstore. In certain cases, professors may make available readers for courses that will be available from the Maitripa College administrative office for a nominal fee. Students are encouraged to check the “current students” section of the website for book lists for courses prior to the semester. Copies of all texts are available in the library on Reserves and/or for check out.

### PUBLIC PROGRAMS

Maitripa College offers public programs such as weekly teachings and group meditation, monthly pujas and holiday observance, weekend workshops, short courses, continuing education, conferences, retreats, and pilgrimages that are open to the general community as well as the student body. Public program events are taught by invited guests as well as faculty members. Students are invited and encouraged to attend public program events whenever possible.

### JOKHANG MEDITATION HALL

The Jokhang meditation hall at Maitripa College hosts traditional Tibetan Buddhist religious teachings, rituals and prayers, and visiting lamas. It was given its name by Maitripa College's president and primary teacher, Yangsi Rinpoche, after the famed temple in Lhasa, Tibet. In the spirit of generosity, all Jokhang programs are offered to the public free of charge, although participants are invited to offer donations as an expression of support. The Jokhang strives to operate in a spirit of openness and community, and everyone is welcome to come at any time for any activity in the meditation hall, regardless of religious affiliation.

The mission of the Jokhang meditation hall at Maitripa College is to offer traditional Tibetan Buddhist religious teachings to our graduate students, the local community and the public at large, to create an environment in which group spiritual practice may be developed and sustained, and to offer a forum in which to foster the spirit of community and friendship among all.

### STUDENT COMMONS

The student commons is open and available for student use before and after program classes, public teachings, and special events. Students may also organize study groups to meet in the student commons at a specified time—please call the office to make arrangements with a staff member. A student who wishes to use the student commons at other times must ring the doorbell for a staff member.

### HOUSING

Maitripa College does not offer on-campus housing at this time. Students may post announcements on the Student Commons bulletin board, and on the student-only email group; neither of which constitute official College communications or endorsements and must be used at the students’ risk.

## PARKING

Street parking is available on SE Market and on SE 11th St. and neighboring streets. Please read the street signs and obey them. Parallel parking must face the direction of traffic for that side of the street.

## IDENTIFICATION CARDS

All students enrolled for credit will be issued IDs if they have uploaded a suitable profile picture in Populi.

# GENERAL POLICIES AND PROCEDURES

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The following policies and procedures are implemented at Maitripa College to ensure the well-being and benefit of the Maitripa community. As the community aspires to live by the principles of the Buddhist teachings, the college encourages its students, faculty, and staff to integrate these principles into their daily lives.

## NONDISCRIMINATION AND EQUAL OPPORTUNITY POLICY

Maitripa College values the principles of equal opportunity and diversity in relation to education and employment. In accordance with Buddhist principles and with federal and state laws, the college does not discriminate against individuals on the basis of race, color, gender, sexual orientation, gender identity, religion, disability, age, veteran status, ancestry, or national or ethnic origin. This policy applies to all programs and activities of the college, including, but not limited to, the administration of its educational policies, admissions policies, employment policies, scholarships, or any other programs or activities administered by the college.

## COMMITMENT TO EQUITY AND INCLUSION

On the basis of the recognition of the essential value of every living being, Maitripa College recognizes and celebrates diversity, aspires to respect all aspects of human difference, and commits to achieving a working, teaching, and learning environment that is free from discrimination and harassment, is suffused with loving kindness and acceptance, and is as free from barriers as possible. As a multicultural organization of the 21<sup>st</sup> century, we hold equity and inclusion as a value, and a responsibility. Our approach is based on a commitment to transforming personal and professional relationships within the educative and faith environment of Maitripa College, and on raising consciousness and seeking tools among our communities to support education, conversation, and the creation of inclusive spaces. An important element of this vision is the commitment to bringing the conversation about equity and inclusion to the forefront of the development of Buddhist education and practice in the west.

## CONFIDENTIAL RECORDS

Maitripa College emphasizes the importance of protecting the rights and privacy of its students. All personal information submitted to Maitripa College is kept under strict confidentiality. Personal information and information on students' records will only be released in the case of specific written authorization of the student, and are only disclosed in accordance with the Federal Family Educational Rights and Privacy act, which may include institutional, state or statutorily authorized federal officials, or employees of Maitripa College who need the information to perform their work as required by law, professional responsibilities, or management directives. Confidential student records may not be released to any other person or agency without the student's written consent, unless on receipt of a subpoena or other court order or process. Institutional rules may provide for designated institutional officials to appear in court to test the validity of a subpoena or court order or process relating to release of student records.

An exception may be made by the president, dean or leadership team if disclosing personally identifiable information is in connection with an emergency in order to protect the health and safety of a student or other individual. In case of an emergency, the factors such as the seriousness of the emergency, the type of information needed, the readiness/ability of the person receiving the information to actually provide assistance, and the urgency of the situation will be considered. This exception to confidentiality should be strictly interpreted.

## FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA)

## NOTICE FOR DIRECTORY INFORMATION

Maitripa College has adopted a limited directory information policy. The *Family Educational Rights and Privacy Act* (FERPA), a Federal law, requires that written consent is required to disclose personally identifiable information from educational records. However, Maitripa College may disclose appropriately designated “directory information” without written consent, unless you advise otherwise.

Directory information is information that is generally not considered harmful or an invasion of privacy if released.

If you do not want Maitripa College to disclose any or all of the types of information designated below as directory information from your education records without your prior written consent, you must notify the College in writing by the end of the drop/add period for which you are first enrolled. Maitripa College designates the following information as directory information:

- Student's name
- Address
- Telephone listing
- Electronic mail address
- Photograph
- Date and place of birth
- Major field of study
- Dates of attendance
- Academic Standing
- Participation in officially recognized activities and sports
- Degrees, honors, and awards received
- The most recent educational agency or institution attended
- A student ID number or other unique personal identifier that is displayed on a student ID badge, for library or other use outside of the College campus.

(Policy crafted in accordance with FERPA. <https://studentprivacy.ed.gov/ferpa> )

## RECORDS AFFECTING STUDENTS

### REVIEW OF STUDENT RECORDS

Maitripa College students may inspect or review their educational records after submitting a written request to the administrative office.

### CHANGE OF STUDENT RECORDS

Students may request amendments of the records if these are proven to be inaccurate except in the following instances relevant to Maitripa College:

- Records related exclusively to the student in their capacity as an employee
- Confidential letters of recommendation and confidential statements of recommendation that were placed in the educational records of the student after January 1, 1975, in regards to admission to an educational institution or an application for employment provided that the student has waived rights to inspect and review letters and statements of recommendation

For more on confidentiality, see above policy.

### PERMANENCE, DUPLICATION, AND DISPOSAL OF STUDENT RECORDS

Individual student records are maintained for the minimum period of time required to serve the function of the Registrar’s Office. When appropriate, the Registrar shall dispose of the records in a manner that ensures confidentiality. The permanent records of a Maitripa College student, primarily transcript reports, are only

maintained due to the long-term value to the student or institution. Duplication of student records is minimized. Any duplicate permanent records are destroyed in accordance with the Guide for Retention and Disposal of Student Records available in the Registrar's office.

#### CONFLICT OF INTEREST POLICY

Maitripa College administrators, faculty and staff shall not participate in institutional decisions involving direct benefits such as appointments, retentions, promotions, salaries, leaves of absence or awards to members of their immediate families.

The principle of anti-nepotism shall not be used as a criterion against appointment or employment at Maitripa.

Maitripa shall conduct its affairs so that no member of the community shall derive private gain from his or her association with the college except as provided by explicit policies of the college.

#### CONSENSUAL RELATIONSHIPS

Maitripa College is committed to fostering a learning environment characterized by professional behavior, fair and impartial treatment, high ethical standards, and a safe and harmonious campus conducive to academic and spiritual growth. Consensual romantic, intimate or sexual relationships are of concern to Maitripa College when there is a difference in power or institutional responsibility between the adults due to the nature of the student-teacher relationship in both academic and religious contexts. Consensual relationships between faculty and students, or between employers and employees, can involve a conflict of interest that can: compromise the integrity of the exercise of institutional responsibility or impaired objectivity in supervisory, evaluative, or advisory duties; create the potential for abuse of the authority; or cause problems due to the perceptions of third parties. Actual or perceived conflict of interest can adversely affect other members of the College community, and may be disruptive to the collegiality and mutual trust that are essential for the effective functioning of an academic and religious institution.

Therefore, it may constitute an abuse of power or conflict of interest for: faculty members to engage in sexual or romantic relationships with students enrolled in their classes or otherwise subject to their direct supervision or evaluation; staff members or work supervisors to engage in sexual or romantic relationships with students subject to their direct supervision or authority.

Maitripa College recognizes the value of harmonious, healthy relationships between consenting adults who wish to share their intellectual and religious commitments and aspirations in a committed partnership. When the parties recognize they share a responsibility for upholding the mission and vision of Maitripa College, such relationships may positively contribute the establishment and applicability of Tibetan Buddhism in American culture.

Nonetheless, Maitripa College prohibits faculty and staff from initiating or acquiescing to sexual or romantic relationship with a student enrolled in a course being taught by the faculty or staff member or whose work is being evaluated or supervised by the faculty or staff member.

Maitripa College strongly discourages consenting sexual or romantic relationships between faculty and student or staff and employee outside the instructional context, but if it should arise, the faculty or staff member should immediately take appropriate action and cooperate with appropriate arrangements as defined below to mitigate potential or actual conflict of interest.

#### PROCEDURE

- Faculty or staff member must immediately inform their supervisor and/or the President, and distance or recuse themselves from any evaluative role in relation to the student.
- Faculty or staff will cooperate with their supervisor or an ethics committee to make appropriate arrangements, defined in the State of Oregon as, "an action reasonably calculated to remove or substantially mitigate a conflict or a potential conflict of interest or abuse of power, taking into

account the interests of the University, the parties to the relationship, and others actually or potentially affected.”

- (A full list of the possible appropriate arrangement is available upon request.)
- In addition to the appropriate academic arrangements, both the faculty member or staff and the student or employee shall jointly with their supervisor discuss and take appropriate steps to mitigate impact of their relationship upon student body and the larger Maitripa community.

Failure to inform supervisors, abide by appropriate arrangements, or a pattern of serial incidences on the part of the senior, may reflect failure to take seriously the college position to strongly discourage romantic or sexual relationships with juniors, violate faculty member’s professional obligations, and potentially indicate unwillingness to perform satisfactorily the responsibilities of the position.

#### COMPLAINT AND SANCTIONS PROCESS

Complaints by students with standing to allege a violation of this rule, or by third parties alleging adverse effect by the relationship, and investigation and sanctions shall be handled in accordance with procedures set forth in the State of Oregon codes by which Maitripa College abides, documentation of which and discussion of may be provided by staff upon request.

#### RULES OF ETHICAL CONDUCT

Maitripa College’s rules of ethical conduct are designed to ensure that all members of the college’s community are capable of attaining the fulfillment of their educational objectives within an environment in which the physical, emotional, and spiritual health and security of each person is protected. Maitripa’s facilities are considered a sacred space, and all students are expected to conduct themselves with maturity and responsibility in that space, respecting the rights and property of others according to the principles of the Buddhadharma.

#### PROHIBITIONS

The following are strictly prohibited at Maitripa College:

##### Plagiarism

Plagiarism entails passing the work or information of others as if it were your own. Plagiarism is considered theft and will result in disciplinary action. Plagiarism includes taking information from sources that have been paraphrased, quoted, or summarized without giving credit to the original source. When writing an academic paper, all sources used must be listed with specific in-text citations, with the inclusion of full bibliographical details.

##### Dishonesty

Dishonesty refers to lying and/or supplying information that is knowingly false to school faculty or administrators. This includes misrepresentation of information or the intentional defamation of an individual within the school community.

##### Harassment

Maitripa College prohibits the harassment of any other member of our community.

Harassment is the manifestation, be it written, verbal, emotional or physical, of statements of malicious intent directed toward any person in violation of our nondiscrimination policy and representing disregard for the ethical conduct outlined in the teachings of the Buddhadharma.

Examples may include using inflammatory, violent or profane language; making jokes or using epithets about another person due to their origin, gender, sexual orientation or any other situation as expressed in our nondiscrimination policy; teasing or making practical jokes as expressed in our nondiscrimination policy; circulating or displaying degrading written material or pictures; or verbal abuse or insults of any kind.

### Sexual Harassment

Examples of sexual harassment include:

- Making sexual advances
- Requesting sexual favors
- Any other physical or verbal conduct, of a sexual nature, made or threatened to be made, implicitly or explicitly, placing terms or conditions on the person's education or employment
- Any conduct that may have as a purpose, or produce a result, of interfering with an individual's professional or academic performance, or creating a sense of intimidation, hostility or offensive environment for the student or employee

### Tampering

Tampering with or accessing without authorization official school records and interfering with faculty and staff in the performance of their official duties.

### Stealing

Taking anything that has not been given, theft, acquiring without authorization, removing or inappropriately using property that belongs to the school or to others.

### Disregard

Failure to respond to official school business or correspondence in a timely manner.

### Disorderly Conduct

Engaging in disorderly conduct or in any action that may endanger the health or safety of any member of the Maitripa community. This includes endangering the wellbeing of the person that is performing the action.

### Use of Intoxicants

The use, possession, and consumption of alcoholic beverages, drugs and controlled substances within the premises of the school building and public areas are prohibited.

### Smoking

Smoking in all campus areas is strictly prohibited.

### Truancy and Tardiness

Absenteeism is not acceptable and all students are expected to be present at their classes and at community service hourly commitments. Written medical or verbal excuses for particular situations are required when the student is absent from a test, project, or community service commitment.

### Recording and Copyrights

Students enrolled in a course may use personal recording equipment in class *subject to the instructor's approval*. Personal recordings are not to be distributed to the public and are to be used only by those enrolled in the class. All course lectures and original materials are copyrighted to Maitripa College and are not to be reproduced, copied, or published by any individual without express written permission from the professor and Maitripa College. Maitripa College archive recordings are currently not available for public use.

## GRIEVANCES AND SANCTIONS

### COMMITTEE ON STUDENT RELATIONS AND CONDUCT

Engagement in any one of the abovementioned prohibited activities by a student of Maitripa College while on school grounds will result in the student's referral to the Committee on Student Relations and Conduct,

and the imposition of disciplinary sanctions. These sanctions may include, but are not limited to, the following:

- Verbal or written warnings
- Disciplinary or academic probation
- Maitripa College reserves the right to immediately suspend a student, pending further action, who threatens the life or property of another person or school property or who behaves in a way that could be perceived as violent or potentially violent. Maitripa College also reserves the right to immediately and permanently suspend a student for a second violation of these guidelines.

#### ADJUDICATION PROCESS ON GRIEVANCES AND SANCTIONS (FIRST OFFENSE)

1. Following a first offense incident, a Maitripa College Student Conduct/Incident Report will be filed with the Maitripa College Committee on Student Relations and Conduct by a staff member, faculty member, or student who witnessed or was involved in the incident
2. Following the filing of the Conduct/Incident Report, one or more members of the Maitripa College Committee on Student Relations and Conduct and/or a staff member will meet with the student with the intent of collecting information about the student's perspective on the events
3. A follow-up report will be made in writing to the Maitripa College Committee on Student Relations and Conduct
4. Within three weeks of the interview, the student will be presented by mail with a disciplinary notice that includes the following:
  - a. An objective description of the specific behaviors that are being addressed
  - b. The section/s of the Student Handbook that were violated
  - c. A description of the expected behaviors and the specific consequences of not meeting those expectations.
  - d. An explanation of the period of probation that the student will be expected to adhere to and a clear definition of what activities they will be allowed or not allowed to participate in during their probation. Normally a first offense violation will not result in the suspension of any activities, or will only result in the suspension of activities that are directly related to the violation. This decision will be determined on a case-by-case basis by the Maitripa College Committee on Student Relations and Conduct.
  - e. An explanation that clearly states that the student is being observed during this time
  - f. A clear explanation of the consequences should the student incur another violation during this time
  - g. Signatures of the Maitripa College Committee on Student Relations and Conduct, and relevant staff members
5. The student will sign and date the document, and return it to the office. If the student does not return the document to the office within 2 weeks, the document will be considered null and void and the student will be considered suspended from participation in activities at Maitripa College.
6. At the end of the probationary period, the Maitripa College Committee on Student Relations and Conduct will present a formal recommendation to end the probation, extend the probationary period, or announce the implementation of the consequences described in the original document.
7. Decisions made by the Maitripa College Committee on Student Relations and Conduct are final.

#### ADJUDICATION PROCESS ON GRIEVANCES AND SANCTIONS (SECOND OFFENSE)

1. If a student commits another reported offense during the time of probation, the Maitripa College Committee on Student Relations and Conduct will present that student with formal suspension from all Maitripa College activities for as long as they deem appropriate. This suspension may be permanent.

#### MAITRIPA COLLEGE POLICIES SAFEGUARDING STUDENTS



Maitripa College is committed to the safety and protection of all who attend classes and programs here, or who interact with us in any way. In order to ensure an environment of safety for all, Maitripa College personnel and students abide by a code of conduct under the general label of "safeguarding," which is inclusive of specific policies, procedures, and protocols intended to keep all of us safe, and intended to provide clarity on recourse should a complaint arise.

Safeguarding is about doing everything we can to make sure all of our students and staff are kept safe and protected from harm. The government provides statutory guidance to colleges on what they need to do to achieve this. We adhere to all guidance through our policies and we pride ourselves on going above and beyond to make Maitripa College a safe, joyful, and nourishing environment for all. The Maitripa College culture is one that values kindness, compassion, and respect for all perspectives and ways of life. As we are committed to the ethics of non-harm, we emphasize a strong reliance on a personal ethics practice, which begins with refraining from harming other beings through avoiding the five basic types of harm:

- Refraining from taking life
- Refraining from taking what is not given
- Refraining from sexual misconduct
- Refraining from false speech
- Refraining from indulging in intoxicants

Our policies cover and relate to activities and events at Maitripa College only, and include the following:

- Anti-discrimination (in accordance with Title VI of the Civil Rights Act of 1964)
- Anti-harassment and anti-misconduct (including sexual and sexual misconduct) (in accordance with Title IX of the Education Amendments of 1972)
- The needs of students with medical conditions (in accordance with Section 504 of the Rehabilitation Act of 1973)
- Age discrimination (in accordance with the Age Discrimination Act of 1975)
- Health and safety (COVID)
- Bullying, including cyber-bullying
- First Aid
- Drug and substance misuse
- Grievance policies and procedure

Please see the Maitripa College Catalog for these explicit policies, and our Designated Protection Person information and Grievance Procedures for more information about how and where to report concerns.

Maitripa College has the resources and knowledge to support students in their spiritual development while connected to our community. However, some of the issues that may arise for students, faculty, or staff individually may be beyond the scope of what we can reasonably address at Maitripa College. If that is the case, we will refer you to trusted resources.

#### DESIGNATED PROTECTION PEOPLE AT MAITRIPA COLLEGE

In order to ensure the safety and protection of all who attend classes and programs here, or who interact with us in any way, Maitripa College has appointed four Designated Protection People to act as contact points and facilitators between anyone with a concern and Maitripa College administration.

There are three main functions for a Designated Protection Person\*, which are as follows:

1. To act as an advocate and guide for the individual filing the complaint or concern
2. To act independently in reporting concerns of abuse
3. To oversee the preparation and implementation of the college Safeguarding policy.

\*Note: Please be aware: a Designated Protection Person (DPP) is not an expert in child or adult protection.

If you have a complaint, concern, or question, please start by contacting any one of these individuals:

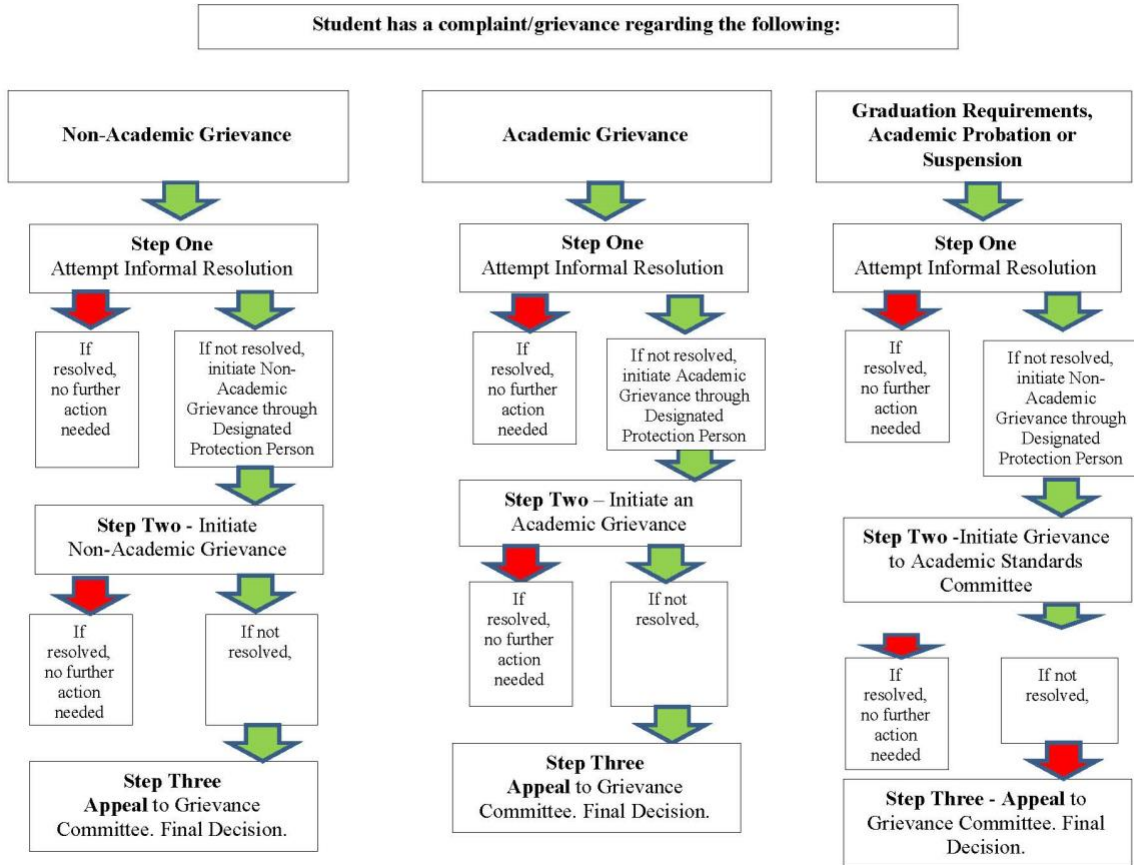
- Namdrol Miranda Adams, Dean of Education
- Tiffany Blumenthal Patrella, Director of Student Services
- Pamela Cayton, Board Member
- Alberto Fournier, Board Chair

education@maitripa.org  
studentservices@maitripa.org  
pamcayton@gmail.com  
AlberFourn@aol.com

# STUDENT COMPLAINT AND GRIEVANCE PROCEDURES FLOW CHART

v. 8/10/21

## Maitripa College Student Complaint and Grievance Procedures Flow Chart



# SPECIAL VETERANS BENEFITS SECTION

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## REFUND POLICY FOR VA STUDENTS

Maitripa College's Veterans Refund Policy complies with CFR 21.4255. In the event the veteran or eligible person fails to enter the course, withdraws, or is dismissed at any time prior to completion, any unused portion of tuition, fees, and other charges is refunded. Any amount in excess of \$10 of the registration fee is subject to proration. The amount charged will not exceed the exact pro rata portion of total charges. The length of the completed portion of the course will be prorated over its total length, and the exact proration will be determined by the ratio of the number of days of instruction completed by the student, to the total number of instructional days in the course. Refunds are made when a balance due is issued from the VA from the days of the last date of the student's attendance.

## TRANSCRIPT REQUIREMENTS FOR VA STUDENTS

Any veteran receiving education benefits while attending Maitripa College is required to obtain transcripts from all previously attended schools and submit them to the school for review of prior credit. VA-eligible students must provide a Certificate of Eligibility form to the Office of the Registrar. Veteran students who are chapter 31, Vocational Rehabilitation and Employment, or chapter 33, Post-9/11 GI Bill® benefits will not be imposed with any penalty, including the assessment of late fees, the denial of access to classes, libraries, or other institutional facilities, or the requirement that a covered individual borrow additional funds, on any covered individual because of the individual's inability to meet their financial obligations to the institution due to the delayed disbursement funding from the VA. Veterans applying to the college with specific

questions about the use of veteran benefits for attending Maitripa College should contact the Office of the Registrar. For information on using veteran benefits, visit the U.S. Department of Veteran Affairs website, [www.benefits.va.gov](http://www.benefits.va.gov)

## ATTENDANCE POLICY FOR VA STUDENTS

Faculty members may stipulate their own attendance policies on their course syllabi. In lieu of a faculty attendance policy, the College attendance policy understands emergencies and personal concerns and therefore grants two excused absences per class per term. Students should communicate with their teachers directly in regard to attendance issues. Absence from class and/or repeated tardiness is disruptive to the learning environment and can negatively impact a student's grade.

Excused absences during the semester may be permitted in the event of an emergency (medical, family, or personal). Sufficient notice to the faculty member may be required in order to establish alternative arrangements for makeup work, including due dates for assignments and gathering required course materials. Unexcused absences may be considered in the calculation of grades and can result in course failure.

Absences on exam dates require a physician's note or other authoritative form of documentation to be considered an excused absence. Failure to provide documentation may result in failure of the examination or relevant coursework. Multiple absences of a class may warrant review of documentation attesting to the effect of an illness or other condition upon attendance and/or academic performance.

All students receiving Veteran Administration (VA) Education Benefits are expected to attend all scheduled classes. Students not meeting a minimum attendance of 80% in all scheduled classes will be placed on probation in the next immediate evaluation point. If at the end of the probation, the student has not improved attendance to 80% or better, the student's VA benefits will be interrupted, and the Department of Veterans Affairs will be notified immediately.

## SAFETY AND EMERGENCIES

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Safety and emergency procedures are posted in the Maitripa building according to the rules and regulations established by the fire departments and other governmental agencies in the state of Oregon. Compliance with these procedures and regulations will be strictly enforced.

It is important that all students, staff, and faculty maintain their Emergency Contact information in Populi for use in the event of an emergency, crisis, or significant disruption. In case of a personal emergency, the designated contact or contacts will be advised by the school on the situation at hand. In case of a medical emergency that requires immediate attention, the student, staff, or faculty will be moved by ambulance service or taken to the nearest hospital for immediate attention.

Maitripa College encourages you to report suspected crimes and emergencies as promptly and accurately as possible. In case of emergency at any time, night or day, call 911.

If you call 911 from your cell phone, remember to provide your location.

In case of a large-scale emergency, if you wish to be kept informed of urgent safety alerts by the City of Portland, you can sign up for Public Alerts by registering at [PublicAlerts.org](http://PublicAlerts.org). Maitripa College urges all students, faculty, administration, and community members to do this.

Also, please be aware of the closest “BEECN” (Basic Earthquake Emergency Communication Node) to your location; this is a place to go after a major earthquake if phone service is down to report damage and ask for help. The closest BEECN to Maitripa College is in Brooklyn Park, at SE Haig St and SE Milwaukee St. Visit [portlandoregon.gov/beecon](http://portlandoregon.gov/beecon) for more information.

For recent and detailed information on earthquake awareness and survival, please see <http://www.pdxmonthly.com/articles/2014/7/1/the-big-one-an-earthquake-survival-guide-july-2014>

And remember, in case you are indoors during an earthquake, the simple steps are **Duck, Cover, and Hold!** <https://www.youtube.com/watch?v=O-MycATjypg>

### Safety Reminders During Earthquake



# IMPORTANT PHONE NUMBERS AND CONTACT INFORMATION

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## STUDENT INFORMATION

All students are expected to keep their personal information on file, such as phone number, address, and email, up to date with the administrative offices of Maitripa College. Please notify the administrative offices of any changes as soon as they occur.

## MAITRIPA FACULTY AND ADMINISTRATION CONTACT INFORMATION

Office phone number: 503-235-2477

### FACULTY

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### ADMINISTRATION

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