



MOUNT ST. MARY'S SEMINARY & SCHOOL OF THEOLOGY

CINCINNATI † OHIO

School of Theology Student Handbook

2023-2024

Dear Students,

Pope St. John Paul II began his encyclical letter *Fides et Ratio* with these words:

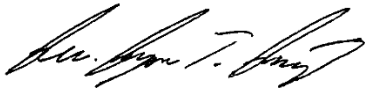
Faith and reason are like two wings on which the human spirit rises to the contemplation of truth; and God has placed in the human heart a desire to know the truth—in a word, to know himself—so that, by knowing and loving God, men and women may also come to the fullness of truth about themselves (cf. *Ex* 33:18; *Ps* 27:8-9; 63:2-3; *Jn* 14:8; *1 Jn* 3:2).

We at Mount St. Mary's Seminary & School of Theology are grateful for your desire to know the truth and to deepen your understanding of the Lord and of His will for your life through your intellectual study of the Faith.

The purpose of this handbook is to provide helpful reference information to you as a student of the School of Theology. For detailed policies and procedures, students are asked to review the official *Catalog* and the MTSM website.

With the help of the Holy Spirit, may we all continue to “advance in wisdom, in age, and in grace.”

Sincerely yours in Christ,

A handwritten signature in black ink, appearing to read "Rev. Ryan T. Ruiz". The signature is fluid and cursive, with a large initial "R" and "T".

Reverend Ryan T. Ruiz, S.L.D.
Dean of the School of Theology

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Name and Mission

THE ATHENAEUM OF OHIO was incorporated in the State of Ohio on March 24, 1928, under the direction of the Archbishop of Cincinnati, the Most Reverend John T. McNicholas, and is the name under which degrees are awarded and contracts entered into.

The name under which the institution is promoted and marketed is MOUNT ST. MARY'S SEMINARY & SCHOOL OF THEOLOGY (MTSM). For the purposes of this handbook, the corporate name is used in all instances in which the whole of the institution is referenced as a singular entity, and the separate names "Mount St. Mary's Seminary" and "School of Theology" are used in reference to these separate divisions of the institution.

MISSION STATEMENT: Mount St. Mary's Seminary & School of Theology, the center for ecclesial formation sponsored by the Archdiocese of Cincinnati, forms men and women to faithfully follow Christ and serve His mission by fulfilling their vocations in the Church.

Degrees and Certificates

Consistent with its mission, the School of Theology offers four master's degree programs. Three are academic degrees—Master of Arts in Biblical Studies (MAB), Master of Arts in Theology (MAT), and Master of Arts in Catholic Studies (MACS)—which assist in developing men and women for further studies and academic and educational roles in the Church. The Master of Arts in Pastoral Ministry (MAPM) is a professional degree that includes formation components designed to prepare students for lay ecclesial ministry. In addition, certificate and graduate certificate programs are offered in Catholic theology and pastoral ministry.

Master of Arts in Biblical Studies

The Master of Arts in Biblical Studies (MAB) degree is for those who wish to gain sufficient mastery of biblical studies to serve as competent teachers, whether at the grade school, high school, or undergraduate college levels, in parish Scripture study programs, or other similar applications. The degree program is also intended for those who wish to pursue advanced studies in this field.

An earned bachelor's degree with a 3.0 cumulative GPA is required for admission. Students must maintain a 3.25 GPA during their studies in order to be in good standing. In addition to the coursework for the degree program, the MAB requires the writing and successful defense of a 50-70 page thesis before a board of three professors. After completing all course requirements, students must also pass a comprehensive examination consisting of objective and essay-based questions.

MAB Degree Requirements

Biblical Greek or Biblical Hebrew	4 credits
Old Testament	9 credits
New Testament	14 credits
Systematic Theology	3 credits
Research Seminar	2 credits
Thesis (50 – 70 pages)	4 credits
Total:	36 credits

Master of Arts in Theology

The Master of Arts in Theology (MAT) studies the beliefs and practices of the Catholic Church and the experiences of its members. It is for those who wish to gain sufficient familiarity with the major theological disciplines to serve as competent scholars and teachers. This degree program also prepares students for the pursuit of doctoral studies.

The MAT requires an earned bachelor's degree with a 3.0 cumulative GPA for admission. Students must maintain a 3.25 GPA during their studies in order to be in good standing. In addition to the coursework for the degree program, the MAT requires the writing and successful defense of a 50-70 page thesis before a board of three professors. After completing all course requirements, students must also pass a comprehensive examination consisting of objective and essay-based questions.

MAT Degree Requirements

Philosophy for Theological Studies	2 credits
Old Testament	2 credits
New Testament	2 credits
Church History	2 credits
Liturgy and Sacraments	2 credits
Moral Theology	4 credits
Systematic Theology	10 credits
Electives	6 credits
Research Seminar	2 credits
Thesis	4 credits
Total:	36 credits

Master of Arts in Catholic Studies

The Master of Arts in Catholic Studies (MACS) is for those who wish to study the Catholic intellectual tradition in the arts and sciences, especially the interaction between theology and Western philosophy.

The MACS requires an earned bachelor's degree with a 3.0 cumulative GPA for admission. Students must maintain a 3.25 GPA during their studies in order to be in good standing. In addition to the coursework for the degree program, the MACS requires the writing of a synthetic research paper of 25 pages guided by a faculty member. After completing all course requirements, students must pass a comprehensive examination consisting of objective and essay-based questions.

MACS Degree Requirements

Philosophy	12 credits
Theology	12 credits
Electives	10 credits
Major Research Paper	2 credits
Total:	36 credits

Master of Arts in Pastoral Ministry

The Master of Arts in Pastoral Ministry (MAPM) degree is for lay men and women who seek to serve the Roman Catholic Church as lay ecclesial ministers. Students will acquire a general theological knowledge, skills, and ministerial experience necessary for professional pastoral staff-level ministry in the Church.

The MAPM requires an earned bachelor's degree with a 3.0 cumulative GPA for admission. Students must maintain a 3.25 GPA during their studies in order to be in good standing. In addition to the coursework for the degree program and 100 hours of supervised field education, the MAPM requires a capstone ministry project. The capstone project requires the student to identify a target population and a pastoral need to address for that population. Guided by the program advisor and a theological advisor, the student must write a proposal and pastoral plan for the project. After executing the project, the student must write a report and submit it for evaluation.

MAPM Degree Requirements

Biblical Studies	4 credits
Church History	2 credits
Moral Theology	5 credits
Liturgical and Sacramental Theology	2 credits
Systematic Theology	8 credits
Pastoral/Professional Studies, including Theological Reflection	9 credits
Theological Foundations of Apostolic Service	1 credit
Field Education	100 hours
Capstone	2 credits
Annual Retreat/Day of Reflection	
Total:	33 credits

Graduate Certificate in Catholic Theology

The Graduate Certificate in Catholic Theology (GCCT) is a graduate program designed to introduce the scriptural and theological foundations of the Catholic faith. An earned bachelor's degree is required for admission to the program.

GCCT Requirements

Philosophy for Theological Studies	2 credits
Old Testament	2 credits
New Testament	2 credits
Church History	2 credits
Liturgy and Sacraments	2 credits
Moral Theology	2 credits
Systematic Theology	7 credits
Total:	19 credits

Graduate Certificate in Pastoral Ministry

The Graduate Certificate in Pastoral Ministry (GCPM) includes core theology courses along with spiritual, ministerial, and personal formation that integrates theology and practice. An earned bachelor's degree is required for admission to the program.

GCPM Requirements

Old Testament	2 credits
New Testament	2 credits
Church History	2 credits
Moral Theology	4 credits
Systematic Theology	6 credits
Pastoral/Professional Studies, including Theological Reflection	2 credits
Elective	1 credit

Theological Foundations of Apostolic Service	1 credit
Field Education	100 hours
Project in Ministry	
Annual Retreat/Day of Reflection	
Total:	20 credits

Certificate in Catholic Theology

The Certificate in Theology (CCT) is designed for men and women who wish to enrich their knowledge of the Catholic faith. A high school diploma or GED is required for admission to the certificate program.

CCT Requirements

Old Testament	2 credits
New Testament	2 credits
Church History	2 credits
Liturgy and Sacraments	2 credits
Moral Theology	2 credits
Systematic Theology	6 credits
Total:	16 credits

Certificate in Pastoral Ministry

The Certificate in Pastoral Ministry (CPM) provides a basic introduction to the academic subjects of Scripture, Church History, Ethics, Prayer, Christology, and Doctrine, and to the pastoral skills of listening, theological reflection, collaboration, and continuing formation. It also provides basic tools to discern and respond to the call of the Holy Spirit to live as a disciple of Jesus Christ. A high school diploma or GED is required for admission to the certificate program.

CPM Requirements

Old Testament	2 credits
New Testament	2 credits
Church History	2 credits
Moral Theology	3 credits
Systematic Theology	6 credits
Pastoral/Professional Studies, including Theological Reflection	7 credits
Field Education	75 hours
Project in Ministry	
Annual Retreat/Day of Reflection	
Total:	22 credits

Academic Matters

Advising

Fr. Ryan Ruiz, Dean, serves as the academic advisor to all School of Theology students. Mrs. Aimee May, Coordinator of Lay Ecclesial Formation, assists and serves as the formation advisor to lay ecclesial formation students in the MAPM, GCPM, and CPM programs. It is the student's responsibility to seek academic or formational advising as needed. Advising meetings are available by appointment with the dean or the coordinator of lay ecclesial formation. The coordinator of lay ecclesial formation will be present at the northern-area satellite campus at least twice per month.

In addition, the registrar and faculty members are all well qualified to offer informal advising and academic support to students as requested.

Attendance

Students should attend all class sessions for each course. Absences should occur only for serious reasons such as a medical or family emergency. Vacations, committee meetings, parish events, and social gatherings are not emergencies. Students should inform their instructor if they must be absent from a class. Absences during a semester which exceed the number of times the class meets per week are grounds for failure. The instructor may give a grade of "F" in such cases (see the *Catalog*).

Bookstore/Seminary Student Store

The main campus Seminary Student Store is located on the lower level at the west end of the main building. Textbooks are pre-ordered for students on the main campus and made available when class begins. Students should come early the first day of class to purchase books. Satellite campus students will be contacted by instructors to purchase books via an online vendor.

In addition to required texts, the Seminary Student Store carries a variety of theological, philosophical, spiritual, and literary works. The bookstore accepts cash, personal checks, VISA, or MasterCard. Check the [website](#) for hours, call 513-231-3386, or send an email to bookstore@athenaeum.edu.

If your parish pays for your textbooks, please be ready to purchase them on the first day of class and arrange for reimbursement from the parish.

Cancellation of a Class Session

On rare occasions, an instructor may cancel or modify delivery of a class session due to last-minute illness, extreme weather conditions, or some other emergency. The instructor will notify students by email via Populi and will explain the means of recuperating the class session, such as meeting by Zoom, an alternative assignment, etc.

Classroom Etiquette

Please ask the permission of the instructor and fellow students before taping or recording a class. All courses, whether at the main campus or satellite locations, held in person or via videoconference, are for registered students only. Guests or family members are not allowed to attend class or to sit in on

an online class without prior clearance from the instructor and/or dean. Call the dean's office if you know someone who would like to observe a class before registering. Please note that some professors do not allow food or drink in the classroom.

Communications

Faculty and staff will communicate with students primarily via email. Please make sure your Populi profile includes your current email address and phone number, and check your email regularly.

Information on upcoming events can be found on the MTSM website www.athenaeum.edu, Facebook www.facebook.com/MTSMOhio, and other social media.

Course Evaluations

Near the end of a term, students are encouraged to complete an evaluation for each of their courses via Populi. Feedback through the evaluation process is very important because it helps improve teaching strategies and the design of future courses. Course evaluation responses and comments are anonymous; faculty and staff are not able to match responses with an individual student. That being said, it is anticipated that the student course feedback will be constructive and respectful.

Course Syllabus

Each credit course has a syllabus posted on the course's Populi page. The syllabus provides valuable information such as course objective and goals, texts and other resources that will be used, a schedule of lessons and assignments, and information about evaluation, grading, and expectations.

Financial Aid

The School of Theology has a limited amount of need-based financial aid to offer students who are fully admitted to a degree or certificate program. Financial aid applications and federal tax return information will be accepted at designated times throughout the academic year (typically, before July 1 for fall semester and before November 2 for spring semester.) The [application form](#) is available on the [website](#). Ordinarily, the maximum award will not exceed one half of the applicant's tuition expenses per semester, and many awards fall below that amount.

Students engaged in catechetical ministry may be eligible to apply for limited support through the Gabrielle Bouscaren Fund administered by the Archdiocese of Cincinnati's Center for the New Evangelization. That application is available online through their [website](#). The School of Theology is not connected in any way with the deadlines, application form, and/or decisions regarding the awarding of these funds.

Graduation

Graduation is held once per year at the completion of the spring semester. Students planning to graduate in May should complete their thesis, major research paper, or capstone project by April 15. Students must pay any outstanding financial obligations and return all library books before graduation. The graduation application form will be posted on the MTSM website by January 31 (see the website and *Catalog*).

Learning Outcomes

Mount St. Mary's Seminary & School of Theology has developed an assessment program to systematize its efforts to monitor the quality of its educational programs. Academic goals and outcomes have been defined for each graduate degree program. Achievement of these outcomes is regularly assessed using multiple strategies that include both direct and indirect measures of student learning. Students are asked to respond in a timely manner to educational effectiveness opinion surveys as this information is valuable for program planning and improvement (see the website).

Registration

Notice of open registration is posted on the MTSM website prior to each semester and sent via email to current students. Registration is complete when payment is made online by credit card, by mail (check or money order), or in person at the registrar's office. A 3 percent convenience fee is charged for all credit card transactions. Late fees apply after a specific date noted on the website. Email or call the registrar (registrar@athenaeum.edu or 513-233-6118) for questions about tuition payment, class schedules, and registration (see the website and *Catalog*).

Request for Accommodation

Reasonable accommodation will be made for students having special needs related to the learning environment. Please consult with the dean of the School of Theology in advance of classes.

Thesis/Major Research Paper

A [thesis/major research paper guide](#) is available on the Maly Library website for MAB, MAT, and MACS students.

Writing Standards

Ordinarily, written work for courses must adhere to the format and style requirements of *A Manual for Writers of Research Papers, Theses, and Dissertations* by Kate L. Turabian, an adaptation of the *Chicago Manual of Style*. The Maly Library website offers many resources such as a [course papers guide](#) and a [citation guide](#).

Plagiarism is the intentional and/or unintentional use of someone else's ideas as expressed in words, photos, graphics, music, etc. without proper credit. Whenever a student summarizes, paraphrases, or quotes someone else's work without acknowledging the source, they have fallen into plagiarism. Plagiarism may be grounds for disciplinary action. The Maly Library offers helpful information on their [website](#).

No paper or assignment used to complete a requirement for one course may be submitted to complete a requirement in a different course without the consent of the faculty members involved.

Safety and Security

Building Hours/Access

Administrative office hours are 8:00 AM until 4:30 PM Monday through Friday. Messages may be left on voice mail at other times. Students are encouraged to contact the offices via email (see the contact list at the end of this handbook).

During the academic year, School of Theology students may access the main campus building through the east doors, the entrance nearest the Maly Library where the library drop box is located.

These doors will be open:

Monday-Thursday: 7:30 AM to 9:00 PM

Friday: 7:30 AM to 4:30 PM

Saturday: 9:00 AM to 4:30 PM

Since this entrance involves stairs, please communicate with the dean of the School of Theology before the start of the semester if you need access to the handicap entrance.

Access to the satellite campus facility is limited to classroom hours. Please contact the coordinator of lay ecclesial formation for details about the satellite campus.

Decree on Child Protection

The Archdiocese of Cincinnati's *Decree on Child Protection* establishes norms to protect children and vulnerable adults and to provide a system for promptly responding to allegations of abuse. Mount St. Mary's Seminary & School of Theology complies fully with the Decree. If any MTSM program would involve working with children or any degree earned would result in working with children as defined in the Decree, the student will be required to complete the orientation program on the Decree as well as a criminal background check. The site of field education, project, and/or employment is responsible for verification of completion of the orientation and background check (see the *Catalog*).

Drugs, Alcohol, and Firearms

The School of Theology prohibits the possession or use of illegal drugs while present for any activity, class, or occasion at the main campus or satellite locations. Such use or possession warrants expulsion from the institution. Discretion in the use of alcohol at any school-sponsored social event is expected. Firearms or weapons may not be carried into a class or activity at the main campus or a satellite location. Individuals violating this restriction or making threatening statements to students, faculty, or staff will be dismissed from the School of Theology.

Fire Emergencies

Main Campus: In case of a fire emergency, if the alarm has not yet sounded, manually trip the fire alarm (e.g., pull the handle on a red alarm box located near an exit). Once tripped, the alarm system will automatically notify the fire department of a fire. As a fail-safe, the fire department should be notified by calling "911" to report the fire emergency.

All students and staff should evacuate the building by the nearest exit. Please refer to the maps located at the main entrances and throughout the building to determine the nearest exit. If power is lost, the emergency lights will light hallways, and all exits will be illuminated. Students are asked to gather on the grassy area across from the main chapel in the front of the building. Please be aware of approaching emergency vehicles on the driveways.

Satellite Campus: In case of a fire emergency, students should follow the designated evacuation route posted in the facility as well as any additional instructions provided by faculty and facility administrators.

Parking

Main campus students will be asked to complete an auto registration form each academic year (a form can be requested from the administrative office or the dean's office). Large parking areas are available to the west of the Bartlett Center (the red brick building adjacent to the main building) and to the east of the library. Handicap parking is available by the Bartlett Center, and a handicap-accessible entrance is located on the west end of the main building. If you need handicap accessibility, please contact the dean's office. There is no parking fee.

Please do not park in spaces reserved for resident priest-faculty. These reserved spaces are indicated by signs with the priest-faculty members' names on them.

Sexual Harassment Policy

Mount St. Mary's Seminary & School of Theology is firmly opposed to any form of harassment based on race, color, religion, gender, national origin, age, disability and sexual harassment. Not only is harassment offensive to the individual; it is offensive to the values of the Gospel and the Church's teachings on the dignity of the human person.

All students are entitled to an environment that is free from sexual harassment. If a student is harassed by another student or an individual connected with the School of Theology (i.e., faculty, employee, student), they should contact the dean of the School of Theology as soon as possible. Such behavior will not be tolerated and will be investigated and dealt with immediately. Proven sexual harassment may be cause for disciplinary action up to and including termination of employment or expulsion from the School of Theology (see website).

Tornado Warning

Main Campus: If a tornado siren sounds or a tornado warning alert for the area is received while class is in session, faculty and students should proceed as quickly and calmly as possible to the main hallway of the lower level. If this area cannot be reached, shelter should be taken in a small, inner area away from windows.

Satellite Campus: In case of a tornado, students should follow the shelter-in-place instructions posted in the facility, as well as any additional instructions provided by faculty and facility administrators.

Student Life

Bishop Fenwick Society (BFS)

Tuition and fees do not begin to cover the cost of one's education, and MTSM is grateful for the generosity of benefactors who support the mission of the School of Theology. Bishop Fenwick Society membership includes those who make an unrestricted annual contribution of \$1,000 or more. BFS members enjoy special benefits such as invitations to exclusive events, reserved seating tickets for the celebration of the institution's Patronal Feast (First Vespers of the Immaculate Conception), and extended lending privileges at the Maly Memorial Library. Please pray for all benefactors of MTSM and consider becoming involved. For more information, contact the Advancement Office at 513-233-6159.

Chorale

The Athenaeum Chorale sings for selected liturgical events, special occasions, and concerts in the chapel. Membership in this mixed choir is open by audition to singers age 18 and older. For more information on auditions, concerts, and appearances, or to offer financial support, contact Dr. Mary Catherine Levri, Music Director, at mlevri@athenaeum.edu.

Food Service

Main Campus: Although meal services are limited to resident priests, seminarians, faculty, and staff, School of Theology students are welcome to procure beverages from the refectory (the dining room) before, after, or between morning and afternoon classes. Please note that occasionally the refectory will be closed for certain events during the academic year.

Internet

Wireless internet is available throughout the main campus, extending 15 feet outside the buildings. A passcode is not needed to access the wireless internet. Students may use the internet during class for academic purposes only. Students violating this policy may be dismissed from class.

Library

Students have borrowing privileges in the Eugene H. Maly Memorial Library, including access to a growing number of online books and journals. The library is a member of the OhioLINK consortium through which students may borrow items from approximately 90 academic libraries across Ohio. Northern area students may have books delivered via OhioLINK to a nearby facility. Contact the library for details about obtaining a library card and library resources. The library [handbook](#) is available on their website.

Normal library hours when classes are in session are:
Monday, Tuesday, Thursday 8 AM-12 PM and 1-10 PM
Wednesday: 8 AM-12 PM and 1-5 PM
Friday: 8 AM-12 PM and 1-4:30 PM
Saturday: 9-12 PM and 1-5 PM
Sunday: 2-6 PM

Check the library website for hours during holidays, breaks, and the summer. Professionally trained librarians who can answer reference and research questions are available Monday through Friday 8 AM-12 PM and 1-4:30 PM. For information or help call 513-233-6136, email circ@athenaeum.edu, or connect at <http://library.athenaeum.edu>.

Liturgy

Main campus: School of Theology students are welcome to utilize the Chapel of St. Gregory the Great for private prayer throughout the day and evening when seminary liturgies are not being celebrated. When in the chapel, students are invited to sit in the back section of pews.

Solemn Vespers is held periodically, usually on the first Sunday evening of the month. First Vespers in honor of the Immaculate Conception, the patronal feast of the institution, is held annually on the evening of December 7. These events are open to School of Theology students and to the general public.

Online Merchandise Store

MTSM-logoed hats, shirts, pens, travel mugs, and other merchandise are available for purchase at the Mount St. Mary's Seminary & School of Theology [Official Online Store](#).

Populi

MTSM uses the web-based software Populi for its student information system (SIS) and learning management system (LMS). New students should contact the registrar for questions regarding the system or check out [Knowledge Base](#) articles. Populi is one of the primary means of communication between faculty and students and is utilized in a number of different ways for individual courses. Populi is also used for course registration, billing, transcripts and degree audits, and many other functions.

Student Lounge

Main campus: Before and after class, School of Theology students are welcome to relax and study in the Lay Student Lounge located in room 132 on the main level (the door between the School of Theology offices and the interior staircase by the library entrance). A microwave and Keurig coffee machine are available.

Open hours are:

Monday, Tuesday, Thursday 10 AM-10 PM

Wednesday: 10 AM-4:30 PM

Saturday: 9 AM-5 PM

Student Representation

The Faculty Senate is composed of personnel with faculty status as well as one student representative from Mount St. Mary's Seminary and one from the School of Theology, as recommended by the deans. The purpose of the Senate is to consider matters of policy, and meetings are held at least three times each academic year.

The Senate's Educational Affairs Committee also includes one student representative from Mount St. Mary's Seminary and one from the School of Theology, and its purpose is to promote development of educational programs.

The lay student serving on these committees represents the interests of all School of Theology students. The dean can provide the name and email of the current representative.

Lay Ecclesial Formation

The mission of the Lay Ecclesial Formation program at MTSM is to provide participants with the experiences they need to become more effective lay ecclesial ministers, to encourage others to grow in their faith and minister to others, and to minister with creativity and adaptability to the evolving needs of Church and society. Below is an outline of some of the formational elements.

Field Education

Field Education is a supervised non-parochial ministry experience of 75 hours for CPM students, and 100 hours for GCPM and MAPM students. This experience is designed with the approval of the Formation Advisor to expand or develop skills for ministerial growth. Please note that domestic and international mission trips, pilgrimages, or youth camps or retreats may not be used to fulfill Field Education requirements. See the [*Field Education Handbook*](#) for more information.

Theological Reflection

Theological reflection—completed in two units—helps Lay Ecclesial Formation students grow in wisdom and understanding by integrating practice with theory. Theological Reflection I (P 101 for CPM and P 501 for GCPM and MAPM) is a required zero-credit course that is typically offered shortly after the start of the academic year. The required one-credit course Theological Reflection II (P 102 for CPM and P 502 for GCPM and MAPM students) is available to students who have completed at least 50 percent of their Field Education.

Project in Ministry

A Capstone/Project in Ministry is the culminating component of the MAPM and certificate programs (GCPM and CPM). This component includes an assessment of needs and gifts, written proposal, pastoral plan, theological research paper, and final report. The process is described in detail in the [*Capstone/Project in Ministry Handbook*](#).

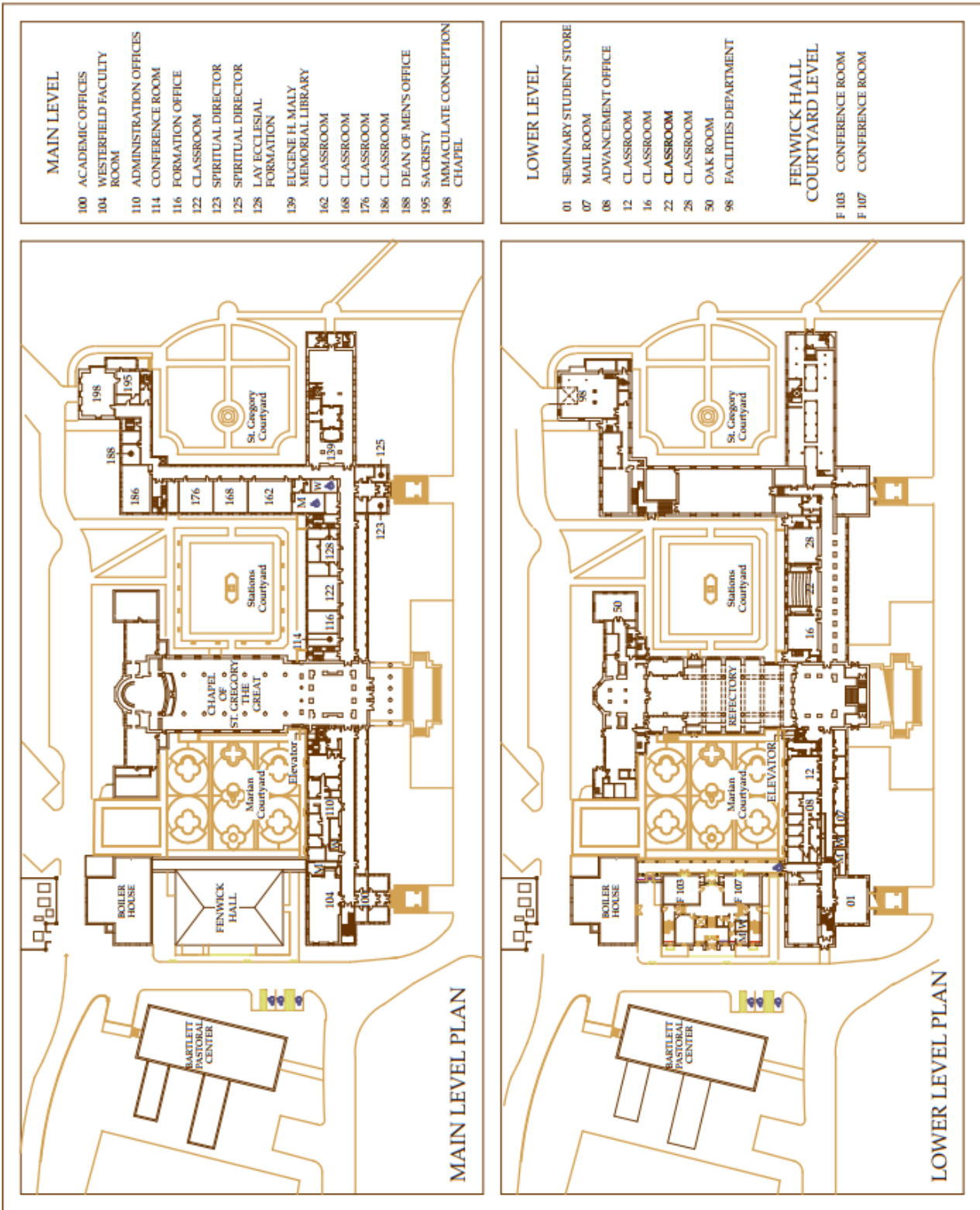
Retreats/Days of Reflection

Lay Ecclesial Formation students are expected to attend an annual retreat or day of formation. This requirement may be fulfilled by an event offered by the School of Theology, a parish, or retreat center. Please inform the coordinator of lay ecclesial formation before attending so that your participation may be noted.

Policies and Procedures

Students are asked to carefully review the annual *Catalog* and the MTSM [website](http://www.athenaeum.edu) (www.athenaeum.edu) for detailed information on admissions, registration, tuition, and academic policies including credit hours, student records, grievance procedures, academic standing, grading, class attendance, transfer of credits, etc.

Main Campus Wayfinding Map



Contact Information

Rev. David Endres
Dean, Athenaeum of Ohio (Chief Academic Officer)
513-231-2223 x 172

dendres@athenaeum.edu

Rev. Ryan Ruiz
Dean, School of Theology
513-231-2223 x 278

r Ruiz@athenaeum.edu

Mrs. Aimee Baer May
Coordinator, Lay Ecclesial Formation
513-560-2451

amay@athenaeum.edu

Mr. Jeff Royer
Registrar/Director of Assessment
513-233-6118

jroyer@athenaeum.edu

Ms. Connie Song
Director, Eugene H- Maly Library
513-233-6136

csong@athenaeum.edu

Ms. Becky Marsh
Administrative Assistant, Formation Offices
513-233-6117

bmarsh@athenaeum.edu

Ms. Melanie Suer
Administrative Assistant, Deans' Office
513-233-6126

msuer@athenaeum.edu

Bookstore
513-231-3386

bookstore@athenaeum.edu

Business Office
513-231-2223