



**General Course Catalog**  
**2020-2026**

# Affiliate Campuses



# General Catalog & Announcement of Courses

**Volume 4  
2020-2026**

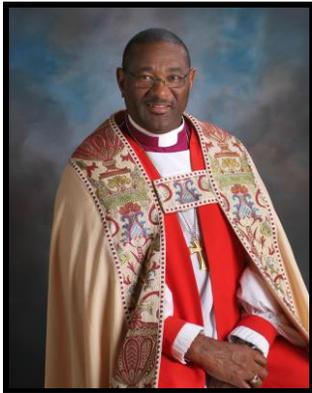
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# Table of Contents

Statement of Accreditation & Legal Status .....	6
Historical Background .....	7
Board of Trustees, Officers, Faculty & Staff .....	8
General Information .....	9
Introduction .....	9
Purpose & Goals of M.T.I. ....	9
Admission To The College .....	10
Life Time Learning / Assessment .....	10
Course Credit Units .....	10
Correspondence Courses .....	11
Distance Learning Program .....	11
Tuition for Correspondence Courses .....	12
Tuition for On-Site Campus Courses .....	13
Automatic Deduction Installment Plan .....	13
Dishonored Checks .....	13
Disputed Credit Card Charge .....	13
Transferable Accredited Units .....	14
Transferable Non-Accredited Units .....	14
Doctorate Dissertation Requirements .....	14
Repetition of Courses for Satisfactory Grade .....	15
(Repeat and Delete) .....	15
Change of Grade .....	16
Grade Appeals .....	16
Academic Appeals .....	16
Educational Leave .....	16
Major Declaration .....	16
Graduation with Honors .....	17
Course Assignments .....	17
Course Books .....	18
Academic Probation .....	18
Cheating and Plagiarism .....	19
Definition of Plagiarism .....	19
Definition of Cheating .....	19
Faculty Responsibilities .....	19
Academic Actions .....	20
Nondiscrimination Rights .....	21
Disability .....	21
Student Policy & Procedures .....	21
Tuition & Textbook Payment - Policy #0100 .....	21
Graduate Student Tuition Payment - Policy #0100A .....	21
Tuition Refund - Policy #0101 .....	22
Disenrollment - Policy #0102 .....	23

Student Absenteeism and Tardiness - Policy #0103.....	23
Homework - Policy #0104.....	24
Grading - Policy #0105.....	24
Grades, Finalization, Change of Grade - Policy #0105A .....	24
Delinquent Fees / Tuition & Forfeiting Grades - Policy #0105B .....	25
Fee Schedule - Policy #0106 .....	26
Orientation - Policy #0107.....	26
Courses Offered.....	27
Administration.....	27
Biblical .....	30
Counseling.....	38
Education.....	41
Electives .....	44
History .....	45
Language .....	46
Ministry .....	47
Mission .....	55
Music.....	57
Philosophy .....	57
Psychology .....	58
Sociology.....	62
Theology.....	62
Certificates, Diplomas & Degrees Offered.....	69
Certificate Program – 30 units required.....	69
Diploma Program – 45 units required.....	69
Associate Program – 60 units required.....	69
Bachelor’s Degree Programs – 120 units required .....	69
Master’s Degree Programs – 30-45 units above Bachelor’s required.....	69
Doctoral Degree Programs- 60 – 90 units above Master’s required.....	69
Prerequisites: Division of Studies.....	70
Certificate of Ministry (30 units).....	70
Prerequisites: Division of Studies.....	71
Diploma of Ministry (45 units).....	71
Prerequisites: Division of Studies.....	72
Associate of Biblical Studies (60 units).....	72
Prerequisites: Division of Studies.....	73
Bachelor of Biblical Studies (120 units).....	73
Prerequisites: Division of Studies.....	75
Master’s Degree Programs (30-45 units).....	75
Thesis Requirements.....	77
Prerequisites: Division of Studies.....	78
Doctoral Degree Programs (60-90).....	78
Dissertation Requirements.....	79
School Song.....	80

# Chancellor's Message



Welcome to Ministerial Training Institute (MTI) Bible College.

You will not leave like you came in Jesus' name.

The philosophy of each of our campuses is to develop and equip the saints to become strong, vibrant, effective, and excellent in fulfilling their God-given role in the ministry. As we move into a new millennium, we will continue to upgrade our curriculum and facilities to meet each student's ministry goals and desires.

You've made an excellent choice to attend Ministerial Training Institute and we promise to enhance and develop your Bible Ministry.

May God bless you perpetually.

Sincerely,

A handwritten signature in black ink that reads "Bishop Johnny J. Young". The signature is written in a cursive, flowing style.

Bishop Johnny J. Young, Ph.D.  
*Founder & Chancellor*

## STATEMENT OF ACCREDITATION & LEGAL STATUS

Ministerial Training Institute Bible College is a non-profit institution owned, controlled, administrated and maintained by a church, lawfully operating as a non-profit religious corporation whose name is The Church of God Pentecostal, who has submitted information and Declaration for Religious Educational Exemption.

Ministerial Training Institute  
*International Headquarters*  
733 South Grevillea Avenue  
Inglewood, California 90301

**Mailing Address:**

Ministerial Training Institute  
109 West Buckthorn Street  
Inglewood, California 90301

**Accreditation:**

The Accrediting Commission International (ACI)  
For Schools, Colleges and Theological Seminaries

877.244.1989  
[www.AccreditNow.com](http://www.AccreditNow.com)

ACI has not sought recognition from the United States Department of Education, State of California. This choice has been made by the Institutions ACI represents and in no way reflects on its legal status, or the quality of Education offered by the institutions. ACI is an International Accrediting Commission that represents over 137 institutions, on 5 Continents, in 11 Countries and 27 states in the USA, with over 19,000 students. MTI has elected ACI as its Accrediting Agency through December 31, 2026.

## HISTORICAL BACKGROUND

Ministerial Training Institute's origin dates back to September 22, 1986, when God inspired Elder Johnny J. Young to begin a School of Ministry in the Church of God Pentecostal Memorial Library. His vision was given support and encouragement by Deacon Lewis David Bailey and Missionary Mary Jo Bailey, two devoted scholars. The first class began with just six students: Mary and Lewis Bailey, Jennifer Forte, Rene Forte, Zelma High, and Jesse Kemp, Sr.

The original classes were *Equipping the Saints*, *Survey of Homiletics*, *Survey of Greek Study*, *Bible Equivalency Exam Preparation*, *Time Management*, and *Survey of Hebrew Study*. These classes were taught by Pastor Johnny J. Young and Pastor Kinwood Devore. Of the six original students, two completed the curriculum and received Certificates of Completion in January 1988.

In 1990, Pastor Young initiated the Correspondence Bible School to serve the needs of many students who were interested in getting degrees from an accredited Bible School but were concerned about leaving their ministries to do it. He enrolled, himself, in a Doctorate program at Loyal Ambassadors Christian College (LACC), an affiliate center of Friends International Christian University. He received his Doctor of Ministry Degree on July 13, 1991.

It was January 1992 when Pastor Young officially organized and named the Bible school "Ministerial Training Institute". Twenty-six (26) students enrolled at MTI by March of 1992. Our first Certificate/Commencement Exercise was held on June 28, 1992.

Ministerial Training Institute became an affiliate of Friends International Christian University of Merced, California on November 15, 1992. Friends International is an accredited university authorized by Accrediting Commission International for Schools, College, and Theological Seminaries Incorporated. Ministerial Training Institute received its accreditation from the same agency on February 23, 1995.

As the Institute enters a new era it will continue to offer a sound and diverse Bible education, with emphasis on practical applications and theory. Ministerial Training Institute offers every student a challenging and rewarding future as we strive to promote excellence in the Body of Christ.

## BOARD OF TRUSTEES, OFFICERS, FACULTY & STAFF

Bishop Johnny J. Young, Ph.D. – *Founder, Chancellor & Professor*

Dr. Brenda L. Davis-Young – *Vice President of Financial Affairs*

Dr. Jonathan J. Young – *Registrar / Associate Professor*

Ms. Ethel Botts – *Records Clerk*

Mrs. Leslie A. Hendricks-Young – *Administrative Assistant I*

Mr. Jarvis Young – *Administrative Assistant II*

Dr. James H. Hudson – *Dean & Professor*

Dr. Paulette Douglas – *Dean, Professor & Board Member*

Dr. Alfredo Noble – *Dean & Professor*

Dr. Barbara Searcy – *Dean & Professor*

Dr. Marea Channel – *Professor*

Dr. William Thurmond – *Professor & Board Member*

Dr. Helen Shepherd – *Professor*

Dr. Robert Douglas – *Professor & Board Member*

Dr. Wanda Brown – *Professor*

Dr. Mildred Oates – *Professor*

Dr. Anthony Young – *Professor*

Dr. Clifton Knight – *Professor*

Dr. Jacquelin Coles – *Dean & Professor*

Dr. Graves Rodney King – *Assistant Professor*

Dr. Timothy Price – *Assistant Professor*

Dr. Tony Ashley – *Assistant Professor*

Bishop Craig E. Brown – *Associate Professor of Music*

Dr. William Hundley, II – *Associate Professor of Music*

# GENERAL INFORMATION

## INTRODUCTION

Ministerial Training Institute is an accredited Bible College, with the Accrediting Commission International. Accredited degrees are offered in various areas of Ministry from Associate of Biblical Studies to Doctorate Degrees.

Certificate and Diploma of Ministry are offered.

Correspondence courses are available for those who are not able to attend classes on campus. These courses are designed to encourage students to acquire a degree through home studies. Contacts are made via letters, telephone, cassette tapes, compact discs, videotapes, and DVDs.

## PURPOSE & GOALS OF M.T.I.

- A. To develop a strong Body of Christ with effective, relevant ministers and teachers of the Word.
- B. To prepare men and women to fulfill their God-given calling and role in the five-fold ministry.
  - 1. *APOSTLE* - *Special messengers*
  - 2. *PROPHETS* - *Inspired Preachers and expounders*
  - 3. *EVANGELISTS* - *Preachers of the gospel and traveling missionaries*
  - 4. *PASTORS* - *Shepherds of the flock*
  - 5. *TEACHERS* - *Presenter of the word through practical application*
- C. To prepare men and women called by God to fulfill their calling and election with excellency.
- D. To equip Christian Workers for full-time Ministers, i.e., Prayer Counselor, Auxiliary Leaders, Christian Education Workers, Church Administration, Coordination of Ministries, and other related areas.
- E. To build confidence, assurance, courage, integrity, knowledge, and ability in God and self.

## ADMISSION TO THE COLLEGE

1. You may call or write for an application:  
**MINISTERIAL TRAINING INSTITUTE**  
**Office of Admissions**  
**109 West Buckthorn Street**  
**Office: (310) 419-7335 or (310) 672-2338**  
**Fax: (310) 672-2211**  
**E-mail: info@MTIBibleCollege.com**
2. You may submit your application online at:  
**www.MTIBibleCollege.com**
3. Application and processing fee is \$100.00 per student payable to Ministerial Training Institute.
4. Specific information will be sent to you immediately upon your request.

## LIFETIME LEARNING / ASSESSMENT

Lifetime Learning and Professional Assessment Evaluation can be equated to semester credits - for full-time Pastors, Associate Pastors, Missionaries, Evangelists, and other church officers. Final decision subject to Administrative approval.

## COURSE CREDIT UNITS

1. All credits earned at Ministerial Training Institute are transferable to any other Bible School accredited by ACI.
2. Credits are earned upon satisfactorily completing each course.
3. To receive credits, coursework must meet or exceed established requirements (See syllabus/course of study).
4. Each course is assigned a number of modular/semester units (See course offering).
5. Students working on a correspondence basis may take a maximum of 15-18 units per modular/semester (16-18 weeks).
6. Credit assessments are considered for courses completed beyond high school such as i.e., Bible Seminars, Bible Courses, secular degree programs, Junior College, Trade School, University, or Bible College.
7. Official verification (with seal) of course work must be submitted to M.T.I. to have credits assessed. \$20.00 per unit (Undergraduate Students) and \$55.00 per unit (Graduate Students) is the cost for each credit assessed to be credited towards your degree. *Ministerial Training Institute reserves the right to change rates when necessary (or without notice).*
8. Pastoral Ministry Life experience can be assessed and converted into semester units based upon the number of years in ministries (*Must be Administrative Approved*).

Each class will be for a comprehensive three to four (3-4) weeks each, including three (3) hours per week in class and six to eight (6-8) hours per week outside of class.

# CORRESPONDENCE COURSES

## DISTANCE LEARNING PROGRAM

- A. Correspondence course work will involve working independently with directions from a professor and/or associate professor teaching the particular course at the local institution.
- B. Correspondence students will be able to make phone contact with the teacher if there is a need for further directions or explanations of the subject matter.
- C. Correspondence students must select a proctor who will be responsible for monitoring your quiz/test and examination.
  - 1. Your Pastor or his designee is requested to serve as your proctor.
  - 2. Quiz, test, or examination will be sent to your proctor for administering.
- D. Each correspondent student will receive:
  - 1. Course Syllabus
  - 2. Assignments
  - 3. Cassette tapes of teaching sessions on each course (2-3 tapes/course).
  - 4. One telephone call to further explain materials sent via mail.
  - 5. Tests will be sent to your proctor for administering and supervising. The test and answer sheet must be mailed back in a returned stamped envelope. All test, quiz, or examinations will be administered by your proctor without the aid of notes, books, references, or any other materials unless otherwise instructed. Your proctor will sign an agreement to ensure that he/she will follow the procedures given to administer the test, quiz, or examinations.
  - 6. Students will be able to complete each course within 3-4 weeks of comprehensive work and assignment. Approximately 30-40 hours of course work per course.
  - 7. Courses should be taken in sequence as recommended, however, you may select offerings in the list of courses in any order as appropriate.
  - 8. Always keep a copy of your answers to test/quiz/exam and homework assignments at home in case your materials become lost in the mail.
- E. Assigning Onsite Students Correspondence Classes & Independent Study Practicum  
*Effective - March 5, 2001*
  - 1. Correspondence classes given to any student before the Fall 2000 or Spring 2001 semesters are to be forfeited as null and void with no assigned grade or credits.
  - 2. Student worksheet should reflect any student given correspondent classes concurrently when they are enrolled onsite. The Chancellor's signature gives them approval.

3. All Independent Practicum and Correspondence Classes coursework of students who are concurrently enrolled onsite must be evaluated by assigned Dean of course and Chancellor before a final grade is given.
4. Correspondence courses assigned when there is no course offered onsite must be completed and all coursework and examinations must be submitted on or before the last day of the onsite class being substituted.  
  
Any coursework submitted after the due date will not be accepted unless prior written approval from Chancellor is given.
5. Independent Practicum or Correspondence Course tuition must be paid before final coursework being submitted for the final grade.
6. The deadline for all coursework and final examination for correspondence classes and Practicum must be adhered to. Extension of the deadline must be approved in writing by Chancellor.
7. When a student misses a deadline for coursework, tuition for the class will not be returned or credited to another class. Therefore, tuition will be forfeited unless there are extenuating circumstances approved in writing by the Chancellor.
8. Independent Practicum for more than six (6) semester units are only assigned to Doctorate Students by Dean, with Chancellor approval, unless otherwise approved by the Chancellor. Each student enrolled in a supervised independent study, research, or reading course (excluding thesis courses) must have an agreement on file in the administrative office where the course is offered. The agreement is to be made between the student and the instructor at the beginning of the course and must include the following: a description of the work to be accomplished, specific information on the tasks required, the nature of the final report, and the basis for determining the final grade. The agreement must be signed by both the instructor and the student.
9. **Special Note: Effective July 25, 2001**  
As of July 25, 2001, all correspondent - graduate students must enroll and attend classes onsite at one of the MTI campuses for Thesis/Dissertation and Beginners Greek or Hebrew classes, to be admitted into a Graduate Program for a master's degree or Doctorate Degree.

## TUITION FOR CORRESPONDENCE COURSES

1. Tuition is \$42.00 per unit or \$630.00 per semester (15 units) for undergraduate programs (Certificate, Diploma, ABS, and Bachelors).
2. Tuition is \$52.00 per unit or \$780.00 per semester (15 units) for graduate programs (Master and Doctorate).
4. Tuition is paid in advance of taking courses, i.e., 3 units course = \$126.00

Undergraduate, \$156.00 Graduate due with application fee (\$100.00 as of July 1, 2006).

5. Tuition includes:
  - a. Cassette and/or Video tapes (some courses may have DVD and/or CD available) for each course
  - b. Course Syllabus
  - c. Shipping and handling
  - d. One telephone call-teacher consultation

## TUITION FOR ON-SITE CAMPUS COURSES

1. \$42.00 per unit for Undergraduate students
    - a. \$126.00 per course (3-unit course)
    - b. \$630.00 per semester (15 units)
  2. \$72.00 per unit for Graduate students
    - a. \$216.00 per course (3 unit course)
    - b. \$1,080.00 per semester (15 units)
  3. Tuition is to be paid in full upon enrollment of each semester (i.e. – Fall semester tuition is due before the beginning of the Fall semester in September. Spring semester tuition is due before the start of the Spring semester in January.)
- *Ministerial Training Institute reserves the right to change rates when necessary (or without notice).*

### **Automatic Deduction Installment Plan**

Monthly automatic installments may be billed to your credit card, for eligible students. This is the only form of the Installment Payment Plan at the Ministerial Training Institute. Please see Office Staff Personnel for approval.

### **Dishonored Checks**

Students paying fees by personal check are hereby given notice that if the unpaid check is returned dishonored to the college FOR ANY REASON, a \$10.00 fee is charged to the student's account. The college has no control whether the bank sends checks through a second time for clearing. The check should be honored upon the first presentation to the bank.

Dishonored checks are monitored in the student's record. Any student with a record of two (2) dishonored checks will lose check writing privileges with the college and future payments by personal check will not be accepted.

### **Disputed Credit Card Charge**

Students are strongly encouraged to contact the Financial Office or Financial Advisor before disputing a credit card charge through the bank. Upon receipt of a disputed credit card charge, the amount of the credit card charge plus a \$15.00 fee becomes the STUDENT'S financial obligation to the college. Payment of registration fees with a credit card charge, which has later been disputed, may result in dis-enrollment and withholding of future MTI services including, but not limited to, transcripts, grades, and future registration. Students who are disenrolled may be required to reapply for admission to MTI.

## TRANSFERABLE ACCREDITED UNITS

Students who were in good standing at another accredited institution may, within maximums, transfer credit for undergraduate or graduate degree course work. Course equivalency for requirements must be determined; students are cautioned that M.T.I. is under no obligation to accept transferred courses for subject credit in addition to unit credit for admission.

## TRANSFERABLE NON-ACCREDITED UNITS

Transferable non-accredited undergraduate credits earned outside of M.T.I. will be \$40.00 per unit (Undergraduate) and \$75.00 (Graduate) to be credited toward your degree.

Example: 10 units at Bible Day University (*Undergraduate / Graduate*)  
 10 units = \$400.00 *undergraduate credit* / \$750.00 *graduate credit* toward your degree

## DOCTORATE DISSERTATION REQUIREMENTS

*Effective August 10, 2020*

30 units of coursework above the master's degree are required before beginning the thesis for Doctor of Philosophy in Biblical Counseling (Ph.D.)

The dissertation (150-200 pages) is due by **January 2024 for the July 2024 Graduation.**

Course Title	Course Due Dates	Course Fee	Book Fee	Date Paid
PSY.712 Dissertation (12 units)	After completing 60 units			
<b>Total units: 12</b>	\$1,250.00 tuition due by January 1, 2022 or by the date due on your current student's worksheet			

Graduate and undergraduate students must maintain at least a 3.60 GPA to take all four (4) practicum courses in one school year. Graduate and undergraduate students with less than a 3.60 GPA are eligible to take only one (1) practicum course per semester.

An initial conference call is required with the Chancellor and the Dean of Research Studies by March 30, 2022. A free teleconference number will be distributed once the initial date and time are set.

The dissertation topic must be reviewed and approved by the Chancellor and the Dean of Research Studies by March 30, 2022 or by the date indicated on your current student's worksheet.

An initial \$600.00 payment for reviewing the first fifty pages of the dissertation is due to MTI by June 30, 2022 or by the date indicated on your current student's worksheet. If extra time is required to critique submissions, additional fees will be assessed at the rate of \$50.00 per hour. Please send a cashier's check or money order payable to MTI prior to the initial conference.

At the end of each month after June 30, 2022, or by the date indicated on your current student's worksheet, the Dean of Research Studies will send invoices to MTI for payment for additional services rendered towards the dissertation.

June 30, 2022 through June 1, 2023 or by the date indicated on your current student's worksheet, each student is required to attend monthly teleconferences with the Chancellor and the Dean of Research Studies for assessment purposes and to give progress updates.

By January 10, 2021 or by the date indicated on your current student's worksheet, please scan, sign, and return your current Student's worksheet as confirmation and agreement of continuance with the dissertation program.

A copy of this signed agreement will be given to the Dean of Research Studies and a copy placed in the MTI files. Receipt of the signed confirmation and the scheduling of the initial conference are requested by March 30, 2021 or by the date indicated on your current student's worksheet.

## REPETITION OF COURSES FOR SATISFACTORY GRADE (REPEAT AND DELETE)

Eligible students may repeat a course once to delete a grade, without prior departmental approval, if the course was taken both times at MTI. The deletion is automatically calculated at the end of the semester in which the course was repeated. Although the first grade will remain on the permanent record, the grade and grade points of the repeated course on the second attempt will be those used in determining the grade point average and units earned, provided the second grade was "C" or better.

Students are not prohibited from continuing to repeat a course in which the grade is unsatisfactory (D, F, I), but all grades earned after the first repeat will remain in the grade point determination, and the units earned in the course will be applied to the degree only once. While there is no time limit for repeating a course, the student's permanent record may not be altered after a degree has been granted.

A grade received in a course taken at another institution may not be used to delete a grade in an equivalent course taken at MTI.

Students may not repeat or receive unit credit for courses in which they have already received a "Credit" or a "C" grade or better.

### Grading

1. Seventy percent (70 %) or grade of "C" is required for each course for credits. Less than 70% or "C" will require the course to be repeated. However, if you follow the suggested procedure for each course (see course assignments below), you will be successful with the course.
2. Final approval of disputed grades or grading procedures will be handled by the Instructor/Professor, Associate Professor, Dean, and/or President.
3. The administrative decision is final.
4. See the grading chart (Policy #105)

## CHANGE OF GRADE

Grades reported to the Registrar's office are considered to be official and final grades. Changes to final grades can be made only on the authority of the instructor and only based on

1. a computational or recording error, or
2. the evaluation of additional assignments or examinations ONLY when an Incomplete has been previously recorded, except
3. when the dean of the College acts on behalf of the chair of the appeal committee as the result of a grade appeal. (See the section below on Grade Appeals).

Except for changes of grades resulting from grade appeals processes, all changes of grades must be filed within one year from the date of the filing of the first grade, without respect to continuous enrollment of the student. Only as the result of a grade appeal will a grade be changed after the award of a certificate or degree.

All requests for changes of grade must carry the recommendation of the instructor/professor (except as provided for in the Grade Appeals Procedures), and the approval of the academic dean.

## GRADE APPEALS

Students have the right to formally appeal the final grade, but only the final grade, in a course. Appeals are limited to situations in which the student believes the grade was "prejudicially", "capriciously", or "arbitrarily" assigned. The appeal must be initiated within the first regular semester after the assignment of the grade. It must first be directed to the instructor/professor of the course, orally or in writing. If further action is necessary, the student should appeal in writing to the academic dean. If further action is necessary, the academic dean will forward the appeal in writing to the MTI Grade Appeals Committee.

## ACADEMIC APPEALS

Students may petition for an exception to academic policy. Typically, exception requests involve issues such as enrollment corrections, record errors, prerequisite substitutions or waivers, exceptions to the repeat/delete policy, retroactive medical withdrawals, and academic renewal.

## EDUCATIONAL LEAVE

Any registered student, undergraduate or graduate, in good academic standing may request an Educational Leave. Students are requested to submit a written notice to MTI explaining their reasons for seeking the leave and a statement of when they intend to resume academic work.

## MAJOR DECLARATION

Students declaring a major for the first time or changing from one degree program or degree option program to another must complete and submit an approved Major/Declaration form.

Students who are candidates for a diploma, certificate or Associate of Biblical Studies must also fill out the above form.

## GRADUATION WITH HONORS

The following grade-point average criteria are used to identify students eligible for the honors specified:

1. 4.00 and higher graduated **Summa Cum Laude**
2. 3.80 through 3.99 graduated **Magna Cum Laude**
3. 3.60 through 3.79 graduated **Cum Laude**

College honors will be noted in the official commencement program, as well as with the awarding of honor codes.

## COURSE ASSIGNMENTS

- A. All assignments must be returned as requested to receive the highest possible grade.
- B. Late assignments will result in a reduction in grade.
- C. Our core of the subject matter is such that you need to do homework on time if you expect positive results.
- D. Your success rate will be determined by you and how you approach your subject matter.
- E. You may call M.T.I. for assistance as often as you need it.
- F. Office hours of Professors and Assistant Professors are arranged for your Assistance (See course syllabus).
- G. You should put quality time into your homework and test preparation. A minimum of eight to ten (8-10) hours per week should be spent on your course work to ensure the highest results. Remember *EXCELLENCE IN MINISTRY!!!*
- H. Assignments may consist of:
  1. Reading textbook
  2. Reading reference/notes, etc.
  3. Written work/reports/research
  4. Oral taped presentation
  5. Fieldwork experiences in selected studies of Ministry - Practical - Application.

## COURSE BOOKS

1. Most courses have an assigned textbook
2. Textbooks are readily available at our MTI Headquarter Office for your purchase.
  - a. Should you need to order any reference books not in stock at our Headquarter Campus, please get them directly from Christian Book Distributors in Peabody, MA (508) 977-5000.
3. Required course textbook(s) are listed on each course syllabus, as well as reference books.
4. Reference books can be ordered for you and shipped to you from our Headquarter Office.
  - a. Books should be ordered 2-3 weeks before the beginning of the semester.
  - b. Shipping/handling and late order fees will apply
5. It is recommended that you order all of your books for the semester, (Approximately 4-5 books) or the year. You will save on shipping and handling.
6. You may request an order form and catalog to place your own from Christian Book Distributor by request.
7. It is recommended that you keep your books to build your library for future references and professional growth in Ministry.
8. You may share books with others to reduce your out-of-pocket expense.
9. Your books and tuition are tax-deductible.
10. Some books will be used for more than one (1) course. (See Book List)

## ACADEMIC PROBATION

Undergraduate students are placed on academic probation if at any time their cumulative grade point average in all college work attempted or their cumulative GPA at Ministerial Training Institute falls below 2.0 (C). Graduate students are placed on academic probation when their cumulative grade point average falls below 3.0 (B). Students who fail to maintain an overall minimum GPA will be disqualified for graduation and all graduation activities

# CHEATING AND PLAGIARISM

## **Definition of Plagiarism**

Plagiarism is defined as the act of using the ideas or work of another person or persons as if they were one's own, without giving credit to the source. Such an act is not plagiarism if it is ascertained that the ideas were arrived at through independent reasoning or logic or where the thought or idea is common knowledge.

Acknowledgment of an original author or source must be made through appropriate references, i.e., quotation marks, footnotes, or commentary. Examples of plagiarism include, but are not limited to, the following: the submission of work, either in part or in whole, completed by another; failure to give credit for ideas, statements, facts or conclusions which rightfully belong to another; in written work, failure to use quotation marks when quoting directly from another, whether it be a paragraph, a sentence, or even a part thereof; close and lengthy paraphrasing of another's writing or programming. A student who is in doubt about the extent of acceptable paraphrasing should consult the instructor/professor.

Students are cautioned that, in conducting their research, they should prepare their notes by (a) either quoting material exactly (using quotation marks) at the time they take notes from a source; or (b) departing completely from the language used in the source, putting the material into their own words. In this way, when the material is used in the paper or project, the student can avoid plagiarism resulting from verbatim use of notes. Both quoted and paraphrased materials must be given proper citations.

## **Definition of Cheating**

Cheating is defined as the act of obtaining or attempting to obtain or aiding another to obtain academic credit for work by the use of any dishonest, deceptive, or fraudulent means. Examples of cheating during an examination include, but are not limited to the following: copying, either in part or in whole, from another test or examination; discussion of answers or ideas relating to the answers on an examination or test unless such discussion is specifically authorized by the instructor/professor; giving or receiving copies of an examination without the permission of the instructor/professor; using or displaying notes, "cheat sheets," or other information or devices inappropriate to the prescribed test conditions, as when the test of competence includes a test of unassisted recall of information, skill, or procedure; allowing someone other than the officially enrolled student to represent the same. Also included is plagiarism as defined and altering or interfering with the grading procedures.

It is often appropriate for students to study together or to work in teams on projects. However, such students should be careful to avoid the use of unauthorized assistance, and to avoid any implication of cheating, by such means as sitting apart from one another in examinations, presenting the work in a manner which indicates the effort of each individual, or such other method as is appropriate to the particular course.

## **Faculty Responsibilities**

In cases where a student is suspected of cheating or plagiarism, the faculty member should arrange for an informal office conference with the student as soon as possible. The purpose of the informal conference is to bring the persons involved together to discuss courses of action. At the conference, the student will be notified by the faculty member of the charge and supporting evidence.

In cases where there is more than one individual suspected of cheating or plagiarism, the faculty

member may decide to call the students to confer jointly as a group, or as individuals, or both. If the faculty member should decide to confer with the students as a group, the students will have the option to also confer with the instructor separately as individuals.

The faculty member will inform the student(s) that both students and faculty have the right to submit a request to the Academic Dean for a written opinion on whether the accusation is supported by the evidence. All notes and discussions between the student and the faculty member are confidential. Neither the faculty member nor the student should discuss a specific charge of cheating or plagiarism or any violations concerning individuals in the classroom before other members of the class.

When the student cannot be contacted and therefore the informal conference cannot be held, as is sometimes the case after final examinations, a grade of “Inc.” (Incomplete) may be assigned, but only if the instructor wishes an additional test of competence. The instructor will have the agreement form/letter for assigning an “Incomplete” sent to the last known address of the student. The agreement form/letter will state the following in the format indicated:

*“Under the provisions of the Ministerial Training Institute Policy Statement on Cheating and Plagiarism, an additional test of competency related to the [syllabus name of suspect demonstration, e.g., competency.] You may decline to do so. Please contact the instructor or the Administration Office regarding the MTI policy on cheating and plagiarism.”*

The instructor will indicate on the agreement form/letter the grade which will be assigned, normally 120 calendar days following mailing of the Incomplete Agreement, if the student does not respond or, responding, the student does not agree to an additional test of competence.

Charges of cheating or plagiarism cannot be brought against a student more than 120 calendar days after the discovery that the work in question may have been plagiarized or that cheating may have taken place.

Notes and evidence will be kept by the academic dean and/or administrative office staff for a minimum of five years after the case is settled.

### **Academic Actions**

One or more of the following academic actions are available to the faculty member who finds a student who has been cheating or plagiarizing. These options may be taken by the faculty member to the extent that the faculty member considers the cheating or plagiarism to manifest the student’s lack of academic performance in the course. These actions may be taken without a request for, or before the receipt of, a Report from the Academic Dean.

1. Review but no action;
2. An oral reprimand with emphasis on counseling toward prevention of further occurrences;
3. A requirement that the work be repeated;
4. Assignment of a score of zero (0) for the specific demonstration of competence, resulting in the proportional reduction of the final course grade;
5. Assignment of a failing final grade;

A student may appeal a final course grade, the computation of which included an examination or other test of competence in which a score of zero was assigned for cheating or plagiarism, but only on the grounds permitted in the MTI Policy Statement on Grade Appeals.

An appeal of the final grade may include as written testimony the Report of the Academic Dean.

## NONDISCRIMINATION RIGHTS

Discrimination is prohibited based on the following: race, color, national origin, ancestry, ethnicity, gender (including sexual harassment), marital status, age, sexual orientation (actual or perceived), pregnancy, religion, medical condition, disability, and veteran status.

### Disability

Students with disabilities who need special assistance or modification of MTI’s educational programs and/or activities to receive the equal benefit of the college programs and activities should direct the request to the person(s) responsible for the delivery of the service or benefit. If the modification or service offered is inappropriate or insufficient, the student should seek the assistance of the Chancellor and/or designee to resolve the issue.

## STUDENT POLICY & PROCEDURES

### Tuition & Textbook Payment - Policy #0100

1. Student's accounts must be paid in the manner agreed, either in full or by automatic monthly credit card installments (Office personnel approval needed). Students who fail to meet their payment schedule will not be allowed to attend classes. Please refer to dates to remember and your student worksheet for due dates.
2. All required textbooks must be purchased in advance of the class. No textbook, no entry. It is the responsibility of the student to bring the required texts to class. Husband and wife may use the same textbook.
3. Students are not excused during a class session to pay fees.
4. Independent Practicum or Correspondence Course tuition must be paid before final coursework being submitted for a final grade.

### Graduate Student Tuition Payment - Policy #0100A

*Effective August 10, 2020*

30 units of coursework above your bachelor’s degree are required before beginning the Master’s in Theology. An 80-100 page thesis is due by **January 2024 for the July 2024 graduation or by the date indicated on your current Student’s worksheet .**

Course Title	Course Due Dates
THY.689 Thesis Research	After completing 30 units
<b>Total units: 6</b>	\$625.00 tuition due by January 1, 2022 or date on your student’s worksheet

Graduate and undergraduate students must maintain at least a 3.60 GPA to take all four (4) practicum courses in one school year. Graduate and undergraduate students with less than a 3.60 GPA are eligible to take only one (1) practicum course per semester.

An initial conference call is required with the Chancellor and the Dean of Research Studies by March 30, 2022 or by the date indicated on the current student's worksheet. The telephone number for the conference call will be distributed once the initial date and time are set.

The thesis topic must be reviewed and approved by the Chancellor and the Dean of Research Studies by March 30, 2022 or by the date indicated on your current student's worksheet. An initial \$300.00 payment for reviewing the first thirty-five pages of the thesis is due to MTI by June 30, 2022 or by the date indicated on your current student's worksheet. If extra time is required to critique submissions, additional fees will be assessed at the rate of \$50.00 per hour.

Please send a cashier's check or money order payable to MTI prior to the initial conference.

At the end of each month after June 30, 2022 or by the date indicated on your current student's worksheet, the Dean of Research Studies will send invoices to MTI for payment for additional services rendered towards the thesis.

June 30, 2022 through June 1, 2023 or by the date indicated on your current student's worksheet, each student is required to attend monthly teleconferences with the Chancellor and the Dean of Research Studies for assessment purposes and to give a progress update.

By January 10, 2021, or by the date indicated on your current student's worksheet, please scan, sign, and return the email you receive from the administrative office as confirmation and agreement of continuance with the thesis program.

A copy of this signed agreement will be given to the Dean of Research Studies and a copy placed in the MTI files. Receipt of the signed confirmation and the scheduling of the initial conference are requested by March 30, 2021 or by the date indicated on your current student's worksheet.

### **Tuition Refund - Policy #0101**

1. Any student who drops out of the Ministerial Training Institute between registration and the end of the first week of class will be given a tuition refund. A \$100.00 administrative fee will be deducted from the tuition at the time of the refund. No refund will be made after the first week of classes. There is no refund available for audit charges.
2. When a student misses a deadline for coursework, tuition for the class will not be returned or credited to another class. Therefore, tuition will be forfeited unless there are extenuating circumstances approved in writing by the Chancellor.
3. No refund will be given for tuition after the third week of any given semester.
4. Tuition is non-transferable to another semester or student without written approval from the Chancellor before the end of the third week of the current semester enrolled.

### **Disenrollment - Policy #0102**

Ministerial Training Institute reserves the right to disenroll a student for any of the following reasons:

1. \* Returned check(s). Students who made payment by a check that was returned by the bank for insufficient funds will be disenrolled unless they make satisfactory payment within five (5) working days. A \$30.00 service charge will be assessed for each returned check.
2. Students who engage in immoral conduct will be disenrolled.
3. Students who do not adhere to the school honor code.
4. Any reason at the discretion of the Chancellor for the well-being of the Ministerial Training Institute and the student.

*\* Subject to bank fees.*

### **Student Absenteeism and Tardiness - Policy #0103**

A student who is absent from two or more class sessions, out of four, will be required to repeat the course when it is next offered. The grade for that course will be entered as incomplete until the next offering. A failing grade will be assigned to students who do not repeat the course.

1. Thirty (30) minutes tardiness is permissible only for 3-hour class sessions.
2. Ten (10) minutes tardiness is permissible for 1-hour class sessions.
3. Twenty-five percent (25%) or more of the final grade is based upon attendance.
4. All professors will adhere to the attendance policy.
5. Students more than ten (10) minutes late to a 1-hour class or thirty (30) minutes late to a 3-hour class must see the Chancellor or Dean before entering.
6. Students are not allowed to leave class or disrupt class while in session. Any student who leaves class without prior clearance is required to remain out of class for the duration of the class session to avoid disruptions. Therefore, students will be considered absent if time out of class extends thirty (30) minutes for a 3-hour class or ten (10) minutes for a 1-hour class.
7. Thirty-one (31) minutes or more tardiness is deemed as an absence in a 3-hour or more class.
8. Eleven (11) minutes or more tardiness is deemed as an absence in a 1-hour class.
9. Excused absences must be in writing and approved by the Chancellor or Dean. (i.e.: Death of immediate family member, Hospitalization, accident)  
\*\*\* Your attendance percentage in this case will be reduced by 1%.
10. Traffic jams are not considered excused absences.
11. Students will lose one-fourth (25%) of the total attendance points for each class session missed. (Example: If a professor gives 25 points for attendance and you miss one class session, you will lose 6.3 points for each class session missed.)

### **Homework - Policy #0104**

Homework must be turned in on the due date. Homework will not be accepted after the due date unless the delay was a result of the loss or hospitalization of a family member or spouse or the result of the student's hospitalization. Students should plan to spend at least eight (8) hours a week on homework assignments. Homework submitted after the due date will be reduced by one letter grade or its equivalent points.

### **Grading - Policy #0105**

<b>Letter Grade</b>	<b>Grade Point Average</b>	<b>Point Scale</b>
<del>A+</del>	<del>43+</del>	<del>99-100</del>
<del>A</del>	<del>40-42</del>	<del>95-98</del>
<del>A-</del>	<del>37-39</del>	<del>91-94</del>
<del>B+</del>	<del>33-36</del>	<del>88-90</del>
<del>B</del>	<del>30-32</del>	<del>84-87</del>
<del>B-</del>	<del>27-29</del>	<del>80-83</del>
<del>C+</del>	<del>23-26</del>	<del>75-79</del>
<del>C</del>	<del>20-22</del>	<del>70-74</del>
<del>C-</del>	<del>17-19</del>	<del>66-69</del>
<del>D</del>	<del>10-16</del>	<del>60-67</del>
<del>F</del>	<del>00-09</del>	<del>0-59</del>
<del>*I</del>	<del>equivalent to an F</del>	

\* Incomplete grades will become fails (F) unless the student completes the course within six (6) weeks of the end of the semester.

### **Grades, Finalization, Change of Grade - Policy #0105A**

1. When grades are given for any course of instruction taught at the Ministerial Training Institute, the grade given to each pupil shall be the grade determined by the professor of the course. The determination of the student's grade by the professor (in the absence of clerical or mechanical mistake, fraud, bad faith, or incompetence) shall be final.
2. The advisory board of MTI and the administration shall not order a pupil's grade to be changed unless the professor who determined such grade is given due process to explain. The final decision will rest with the administration.

## **Delinquent Fees / Tuition & Forfeiting Grades - Policy #0105B**

***Revised July 17, 2001***

1. All grades for the most current semester will be forfeited and deleted from records at the end of 45 days after the close of the current semester. (i.e.: 45 days after the close of Spring 2001 Semester is August 9, 2001 or by the date indicated on your current student's worksheet).
2. All delinquent fees must be mailed, or hand delivered to M.T.I. in a cashier's check or money order (credit card payments may also be made).
3. Delinquent fees must arrive at M.T.I. Headquarters on or before the 45<sup>th</sup> day. Therefore, if mailed, it should be postmarked 3-5 days before the 45<sup>th</sup> day.
4. Students with delinquent fees above \$100.00 will not be able to enroll in any future classes without full payment of the total required tuition & fees for the semester enrolled. No installment plan will be accepted.
5. Forfeited grades cannot and will not be retrieved nor reinstated after the 45-day grace period. **All grades and units will have to be repeated and paid for full credit.**
6. Although grades and unit credits are forfeited and will not be retrieved, the student must pay all delinquent fees before re-enrolling at Ministerial Training Institute.
7. The student who pays their delinquent fees and tuition within the 45-day grace period will be able to receive a semester grade report, transcript and certificate/diploma or degree, if eligible.
8. The student who is eligible for a certificate, diploma, or ABS degree is required to pay a \$50.00 graduation fee before receiving it. Bachelors, Masters, and Doctorate candidates must pay a \$100.00 graduation fee.
9. Robe rental fees are forfeited and non-refundable for students with delinquent fees and/or failure to participate in the graduation ceremony. Therefore, students must decide to participate or not participate before renting a robe.
10. A graduation fee is required for each degree received at M.T.I. (as of July 2002). This fee is required if the student does or does not participate in the graduation ceremony.
11. Students with delinquent library books or Professor's reference books must pay full price/value of the book or any other borrowed item/equipment from M.T.I. The price/value of M.T.I. property will appear on the student's delinquent account after 45 days - past due.
12. Students with delinquent fees, past due books, equipment, etc. cannot participate in the graduation activities and ceremony.
13. No grades or transcripts will be transferred to any other institution for students with delinquent fees, tuition, materials, or supplies.

### **Fee Schedule - Policy #0106**

***Revised as of September 1, 2006***

All expenses are payable in U.S. currency.

Application, <i>non-refundable</i> , (new students)	\$100.00
Transcripts ( <i>per copy....The 1<sup>st</sup> copy is free</i> )	\$15.00
Undergraduate Tuition ( <i>per unit – onsite</i> )	\$42.00
Undergraduate Tuition ( <i>per unit – correspondent</i> )	\$42.00
Graduate Tuition ( <i>per unit – onsite</i> )	\$72.00
Graduate Tuition ( <i>per unit – correspondent</i> )	\$52.00
Course Audit ( <i>per undergraduate unit, non-refundable</i> )	\$20.00
Course Audit ( <i>per graduate unit, non-refundable</i> )	\$25.00
Degree / Diploma / Certificate replacement ( <i>per copy</i> )	\$40.00
Transfer of non-accredited undergraduate credit ( <i>per credit</i> )	\$40.00
Transfer of non-accredited graduate credit ( <i>per credit</i> )	\$75.00
Life Assessment Credit ( <i>per undergraduate unit</i> )	\$20.00
Life Assessment Credit ( <i>per graduate unit</i> )	\$55.00
Dissertation Binding ( <i>per copy</i> )	\$100.00
Graduation Fee ( <i>Certificate, Diploma &amp; ABS</i> )	\$50.00
Graduation Fee ( <i>Bachelors, Masters &amp; Doctorate</i> )	\$100.00
Book Fee	TBD
Cap & Gown Rental	TBD
Graduation Invitation Fee (optional)	See <a href="http://www.YoungConnection.com">www.YoungConnection.com</a>
Evaluation of Research	TBD

***Ministerial Training Institute reserves the right to change rates when necessary (or without notice).***

### **Orientation - Policy #0107**

Orientation is on the first day of each semester, one hour before class. Each professor will also review (20 minutes) general student policy & procedures on the first day of class.

Students must turn in a signed copy of the school **honor code**, **accreditation**, and **forfeiting grades** forms to the Ministerial Training Institute administrative office before entering the second week of class.

Orientation time and date are subject to change. An “Orientation Day” may be set in place of the orientation of the first day of classes. Please see the office personnel.

## COURSES OFFERED

### ADMINISTRATION

#### **ADM.300 – INTRODUCTION TO COMPUTERS (3)**

The primary objective of this computer class is to introduce students to creative computer technology. This course is designed to provide Pastors, Pastoral Staff, Ministry Leaders, and Administrators with basic knowledge of Computer principles. In this class, students will work with Microsoft Windows and many of the associated programs.

#### **ADM.320 – PASTORAL COMPETENCY (3)**

A survey of pastoral assignments; preaching, teaching, ceremonies, (weddings, dedications, funeral, etc.), staff and committee leadership, etc. The course focuses on three broad areas: Pastor and Personal matters; Pastor and Public Ministry; and Pastor and Policy Management to include extensive research.

#### **ADM.401 – PRINCIPLES OF CHURCH MANAGEMENT (3)**

A study of church management from a systems analysis perspective designed to assist students in establishing church programs, enhancement of administrative skills for effective financial reporting, and developing effective leadership structure to strengthen the management and development of (God's People) human resources.

#### **ADM.402 – RATIONAL PASTORAL THEOLOGY (3)**

An examination of the way God's rule in one's own life causes positive changes in relationships to boards, committees, study groups, and staff.

#### **ADM.403 – PASTORAL COMPETENCY (3)**

A survey of pastoral assignments; preaching/teaching, ceremonies, (weddings, dedications, funeral, etc.) staff and committee leadership, etc. The course focuses on three broad areas: Pastor and Personal matters, Pastor and Public Ministry, and Pastor and Policy Management.

#### **ADM.404 – TRAINING IN CHURCH MEMBERSHIP (3)**

A study of the program of training individual members for more active intelligent, and effective work in the local church.

#### **ADM.405 – THE CHURCH LIBRARY (3)**

A study of the library in the local church from the standpoint of need room, equipment, librarian, selection of books classification card catalog, and use.

#### **ADM.406 – CHURCH RECORDS (3)**

Consideration will be given to the scope of church clerical work. Included in the study will be the qualifications, opportunities, challenges, and responsibilities of the church clerical worker.

#### **ADM.407 – CHURCH FINANCES (3)**

Programs of budgeting, bookkeeping, raising funds, and program management (building, youth education, missions, etc.) will be explored, along with the Biblical foundation for giving. (Tithes and Offerings)

**ADM.408 – CHURCH OFFICERS (3)**

The qualifications, duties, and opportunities of church officers will be reviewed. Consideration will be given to the planning of proper buildings and the use of these. (Christian Education, Church Membership expansion, etc.).

**ADM.409 – TIME & MONEY MANAGEMENT (3)**

Consideration will be given to the scope of effectively managing time and money. Understanding the Biblical Principles of basic finance and timing may also be discussed.

**ADM.501 – PASTORAL LEADERSHIP AND CHURCH MANAGEMENT PART II (3)**

An advanced research study of church management from a systems analysis perspective designed to assist students in establishing a church program, organizing a financial system, and developing a leadership structure utilizing time management. (Prerequisite ADM.401)

**ADM.502 – RATIONAL PASTORAL THEOLOGY (3)**

An examination of the way God's rule in one's own life causes positive changes in relationships to boards, committees, study groups, and staff. (Prerequisite ADM.402)

**ADM.503 – PASTORAL COMPETENCY (3)**

A survey of pastoral assignments; preaching/teaching, ceremonies, (weddings, dedications, funeral, etc.) staff and committee leadership, etc. The course focuses on three broad areas: Pastor and Personal matters, Pastor and Public Ministry, and Pastor and Policy Management.

**ADM.504 – TRAINING IN CHURCH MEMBERSHIP (3)**

A study of the program of training individual members for more active intelligent, and effective work in the local church.

**ADM.505 – THE CHURCH LIBRARY (3)**

A study of the library in the local church from the standpoint of need room, equipment, librarian, and selection of books, classification, and card catalog and use to include a comparative analysis of various churches.

**ADM.506 – CHURCH RECORDS (3)**

Consideration will be given to the scope of church clerical work. Included in the study will be the qualifications, opportunities, challenges, and responsibility of the church clerical workers to include visitation to observe this in action.

**ADM.507 – CHURCH FINANCES (3)**

Programs of budgeting, bookkeeping, raising funds, and program management, (building, youth education, missions, etc.) will be explored, along with the Biblical foundation for giving. (Tithes and Offerings); a detailed analysis of each area is outlined.

**ADM.508 – CHURCH OFFICERS (3)**

The qualifications, duties, and opportunities of church officers will be reviewed. Consideration will be given to the planning of proper buildings and the use of these. (Christian Education, Church Membership expansion, etc.). Job descriptions are prepared.

**ADM.601 – PASTORAL LEADERSHIP AND CHURCH MANAGEMENT (3)**

An extensive study of church management from a systems analysis perspective designed to assist

students in establishing a church program, organizing a financial system, and developing a leadership structure utilizing time management. This course is designed to aide and provide Pastors, Pastoral staff, Church leaders, and officers, as well as laity with basic leadership, principles, strategies, and methods on developing an efficient and excellent leadership team. Students will show a significant difference in the development, mentoring, nurturing, and training of the current and potential leaders. This course will also help provide for structure, excellency, and growth in the body of Christ.

**ADM.602 – RATIONAL PASTORAL THEOLOGY (3)**

An extensive examination of the way God’s rule in one’s own life causes positive changes in relationships in boards, committees, study groups, and staff.

**ADM.603 – PASTORAL COMPETENCY (3)**

A survey of pastoral assignments; preaching, teaching, ceremonies, (weddings, dedications, funerals, etc.), staff and committee leadership, etc. The course focuses on three broad areas: Pastoral and Personal Matters, Pastor and Public Ministry, and Pastor and Policy Management, one is required in an actual setting.

**ADM.604 – TRAINING IN CHURCH MEMBERSHIP (3)**

An extensive study of the program of training individual members for more active intelligent, and effective work in the local church.

**ADM.605 – THE CHURCH LIBRARY (3)**

A study of the library in the local church from the standpoint of need, room, equipment, librarian, selection of books, classification, card catalog, and use.

**ADM.606 – CHURCH RECORDS (2)**

Consideration will be given to the scope of church clerical work. Included in the study will be the qualifications, opportunities challenges, and responsibilities of the church clerical worker.

**ADM.607 – CHURCH FINANCES (2)**

Programs of budgeting, bookkeeping, raising funds, and program management (building, youth education, missions, etc.) will be explored along with the Biblical foundation forgiving. (Tithes and Offerings).

**ADM.608 – CHURCH OFFICERS (2)**

The qualifications, duties, and opportunities of church officers will be reviewed, consideration will be given to the planning of proper buildings and the use of these. (Christian Education, Church membership expansion, etc.)

**ADM.900 – BUILDING AN EFFECTIVE LEADERSHIP TEAM (3)**

An extensive study of church management from a systems analysis perspective designed to assist students in establishing a church program, organizing a financial system, and developing a leadership structure utilizing time management.

### **ADM.901 – CHURCH ORGANIZATIONAL MANAGEMENT (3)**

An advanced research study of church management from a systems analysis perspective designed to assist students in establishing a church program, organizing a financial system, and developing a leadership structure utilizing time management. Directed research and analytical presentation of the biblical foundation for methods of church organization and management.

### **ADM.902 – CHURCH RECORD KEEPING / ACCOUNTABILITY (3)**

Consideration will be given to the scope of church clerical work. Included in the study will be the qualifications, opportunities, challenges, and responsibilities of the church clerical worker. Programs of budgeting, bookkeeping, raising funds, and program management (building, youth education, missions, etc.) will be explored, along with the Biblical foundation for giving (Tithes and Offerings).

### **ADM.903 – CHURCH FINANCIAL STEWARDSHIP (3)**

An examination of the way God's rule in one's own life causes positive changes in relationships in boards, committees, study groups, and staff. Programs of budgeting, bookkeeping, raising funds, and program management (building, youth education, missions, etc.) will be explored, along with the Biblical foundation for giving (Tithes and Offerings); a detailed analysis of each area is outlined.

### **ADM.904 – ROLE OF AN ADMINISTRATIVE ASSISTANT & OFFICE STAFF (3)**

A study of the program of training individual members for more active intelligent, and effective work in the local church. The qualifications, duties, and opportunities of church officers will be reviewed. Consideration will be given to the planning of proper buildings and the use of these. (Christian Education, Church Membership expansion, etc.).

## **BIBLICAL**

### **BIB.101 – OLD TESTAMENT SURVEY (3)**

Presenting a broad perspective overview of each of the historical books of the Old Testament (Genesis through Esther) to reveal the dominant theme and essential message of each.

### **BIB.102 – OLD TESTAMENT SURVEY II (3)**

Presenting a broad perspective overview of each of the Kingdom-History and Poetical books of the Old Testament (I Samuel through Song of Solomon) revealing the dominant theme and essential message of each.

### **BIB.102A – OLD TESTAMENT ADVANCED RESEARCH (3)**

Presenting a broad perspective overview of each of the Kingdom-History and Poetical books of the Old Testament (I Samuel through Song of Solomon) revealing the dominant theme and essential message of each. This course is an in-depth systematic study of one book or group of books in the Old Testament.

### **BIB.105 – BLOOD COVENANT (3)**

Tracing throughout scripture the role of the covenant by blood in God's great plan for man's redemption; and its culmination in the New Covenant, sealed by the blood of Jesus

**BIB.124 – HARMONY OF THE GOSPELS (3)**

Presenting the Gospels as a combination of parts within an orderly whole. Enhancing the student's study of the Gospels by illustrating: (A) Their complementary aspects, (B) Their differing approaches to the life of Jesus, and (C) Their different purposes.

**BIB.155 – JOHANINE LITERATURE (3)**

A study of the contribution made to the literature of the writings of the Apostle John.

**BIB.160 – ACTS / THE LIFE OF PAUL (3)**

An in-depth study and exploration of the life of Apostle Paul and his writings.

**BIB.200 – OLD TESTAMENT SURVEY (3)**

Presenting a broad perspective overview of each of the Kingdom-History and Poetical books of the Old Testament (I Samuel through Song of Solomon) revealing the dominant theme and essential message of each.

**BIB.201A – PENTATEUCH-EARLY ISRAELI HISTORY (3)**

The story of creation, Abraham, Adam, Abraham, Isaac, Jacob, and Joseph as well as an examination of their roles.

**BIB.201B – PENTATEUCH-THE MOSAIC PERIOD (3)**

A thorough study of the first five books of the bible and it's place in the study of scripture as well as the birth and development of Israel as a nation.

**BIB.201C – PENTATEUCH-THE JUDICIAL PERIOD (3)**

A study of the first five books of the bible with emphasis on cultural, geographical, and historical events during the Judicial Period.

**BIB.201D – THE POST EXILIC EVENTS (3)**

An overview of before, during, and after the exile. Much consideration will be given to the post-exile experience.

**BIB.202 – OLD TESTAMENT SURVEY II (3)**

Presenting a broad perspective overview of each of the Kingdom-History and Poetical books of the Old Testament (I Samuel through Song of Solomon) revealing the dominant theme and essential message of each.

**BIB.203 – NEW TESTAMENT SURVEY I (3)**

Presenting an overview of the books of the New Testament with emphasis on historical background, writer, and a major theme of each book.

**BIB.204 – NEW TESTAMENT SURVEY II (3)**

An in-depth presentation of a broad overview of the books of the New Testament with emphasis on historical background, writer, and a major theme of each book.

**BIB.204A – NEW TESTAMENT ADVANCED RESEARCH (3)**

This course is a comprehensive study presenting a broad perspective overview of the books of the New Testament with an emphasis on historical background, writer, and a major theme of each book. The purpose of this course is to improve each student's ability to grasp the essential meaning of the New Testament as well as provide a firm, scholarly approach to understanding the contributory gospels, epistles, and their analyses.

**BIB.205A – SYNOPTIC GOSPELS (3)**

This course will show that reading the Synoptic Gospels is best described as exegesis in action, whereas most exegetical guidebooks tell the interpreter what steps to follow in the interpretation of Biblical Texts. To keep the study manageable, this course will examine exegetical methods as they are applied to the Synoptic Gospels, Matthew, Mark, and Luke. The first three gospels are called the Synoptic Gospels because they "see together" or have the same point of view concerning the life of Christ.

**BIB.207 – OLD TESTAMENT PROPHETS I (3)**

An introductory study of Biblical prophecy with a systematic investigation of two major prophets: Isaiah and Jeremiah. Consideration is given to historic background and special emphasis is given to Messianic passages.

**BIB.207A – I CORINTHIANS (3)**

A comprehensive study and overview of the book of I Corinthians. The purpose of this course is to initiate and enhance the knowledge of the student's awareness of this dynamic and most influential Pauline epistle.

**BIB.208 – CHARACTER OF GOD (3)**

Exploration and understanding of God's character according to the Bible.

**BIB.209 – GALATIANS (3)**

An understanding of Paul's epistle to the Galatians. The course will consider the impact of doctrinal issues to the church as assigned by the Apostle Paul.

**BIB.212 – BOOK OF HEBREWS (3)**

An introduction and insight on what was going on during the passing of the old covenant, and the introduction of the new covenant.

**BIB.225 – BOOK OF HEBREWS (3)**

An introduction and insight on what was going on during the passing of the old covenant, and the introduction of the new covenant.

**BIB.230 – EZRA / NEHEMIAH (3)**

An examination of the people of the Jewish nation from a historical yet global perspective. Connections will be assessed from a geopolitical and biblical view with the intent to fully understand the book of Ezra and Nehemiah. Also provided will be an overview of the Jewish exile and the rebirth of the Jewish nation as recorded.

**BIB.234 – WISDOM LITERATURE (3)**

A study of the genre of literature common in the Ancient Near East. This genre is characterized by the praise of God, often in poetic form, and by sayings of wisdom intended to teach about God and virtue. The following books of the Bible are discussed: Job, Psalms, Proverbs, Ecclesiastes, and Song of Solomon.

**BIB.239 – ESCHATOLOGY (3)**

A study of the Messiah (or Messianic Age), the afterlife, and the soul.

**BIB.242 – SPIRITUAL WARFARE (3)**

A discussion of the elements of spiritual warfare and how to become an effective Christian soldier through prayer, counseling, and pastoral teaching. The student will be able to identify the reasons for the spiritual attack and how to combat them. This course teaches how to stand confidently against evil powers and become victors instead of victims.

**BIB.251 – OLD TESTAMENT PROPHETS II (3)**

An introductory study of Biblical prophecy with a systematic investigation of two major prophets: Isaiah and Jeremiah. Consideration is given to historic background and special emphasis is given to Messianic passages.

**BIB.301B – THE MAJOR PROPHETS (3)**

An in-depth study of the Major prophets Isaiah and Jeremiah, with consideration given to historic background and special emphasis on Messianic passages.

**BIB.301C – THE MINOR PROPHETS (3)**

An in-depth study of the Minor prophets in light of the doctrines they preached and the meaning and fulfillment of their prophecies. This course will cover 12 books of the Old Testament.

**BIB.302 – ANALYSIS OF ROMANS (3)**

A comprehensive study of the book of Romans. Romans contains the A, B, and C's of Christian education. The great theme is the revelation of God's wrath against sin, and the righteousness through faith as the grounds of justification. Romans makes the whole world guilty before God and in need of salvation through Jesus Christ.

**BIB.303 – BIBLICAL PROPHECY (3)**

An introductory study of Biblical prophecy with a systematic investigation of what the Bible reveals about various events and symbols. This course helps the student understand bringing the prophetic word to light.

**BIB.304 – PASTORAL EPISTLES (3)**

This course is a study of the individual writings presented by the three pastoral epistles in I Timothy, II Timothy, and Titus. They are presented as letters from Paul of Tarsus to Timothy and Titus.

**BIB.306 – ANALYSIS OF ACTS (3)**

Part 1 of exploration on the foundation of the church. The great doctrines of the church will be exposed – Pneumatology will be correctly defined.

**BIB.310 – ANALYSIS OF ROMANS (3)**

This course is a study of Paul's epistle to the Roman church and explores his theology on the doctrines of Salvation, Sin, Justification, Righteousness, and the Believer's responsibility. Attention will also be given to the significance and message of this epistle for today.

**BIB.311 – BIBLE & SCIENCE (3)**

The purpose of this course is not to explain what a great science text the Bible is, but to show that it is consistent with scientific facts. This course will discuss statements consistent with the following: paleontology, astronomy, meteorology, biology, anthropology, hydrology, geology, and physics.

**BIB.315 – ANALYSIS OF ACTS II (3)**

Part 2 of exploration on the foundation of the church. The great doctrines of the church will be exposed – Pneumatology will be correctly defined.

**BIB.320 – BIBLICAL SURVEY (3)**

An overview of the bible with an emphasis on historical background, writers, and major themes of each book.

**BIB.321 – THROUGH THE BIBLE IN ONE YEAR (3)**

A study of various techniques and methods on how to read the entire Bible in one year's time frame.

**BIB.322 – BIBLE CHARACTERS (3)**

A series of lessons on the common human failings, triumphs, weaknesses, and strengths as shown in the lives of some famous men and women of the Bible.

**BIB.325 – WOMEN IN THE BIBLE (3)**

An exploration of what the Bible teaches about women and getting a better understanding of the contributions they made. Insight into each woman's life in scripture with powerful life lessons for women of today will also be explored.

**BIB.330 – ANALYSIS OF ACTS III (3)**

Part 3 of exploration on the foundation of the church. The great doctrines of the church will be exposed – Pneumatology will be correctly defined.

**BIB.350 – OLD TESTAMENT HERMENEUTICS (3)**

A study of the science and art of proper interpretation of the old testament books of the Bible.

**BIB.353 – PAULINE EPISTLES (3)**

A study of the ministry and teachings of the Apostle Paul as recorded in the Pauline Epistles. Consideration will be given to the major theological themes of the epistles.

**BIB.354 – THE PRISON EPISTLES (3)**

A study of the books Paul wrote while in imprisonment in Rome (Colossians, Philemon, Ephesians and Philippians).

**BIB.355 – CORINTHIANS & THESSALONIANS (3)**

An understanding and study of Paul's exhortations to the church at Corinth and Thessalonica.

**BIB.356 – NEW TESTAMENT HERMENEUTICS (3)**

A study of the science and art of proper interpretation of selective new testament books of the Bible.

**BIB.358 – OLD TESTAMENT LITERATURE (3)**

This course is designed to expose students to the literature, history, theology, and contemporary relevance of the Old Testament. Emphasis is placed upon its origins, developments, historical setting, theological message, and modern application.

**BIB.360 – THE MINOR PROPHETS (3)**

A study of the prophet, God's messenger, the message he proclaims and its purpose.

**BIB.361 – THE LIFE OF CHRIST (3)**

A study of the life and teachings of Jesus Christ noted in the Gospels.

**BIB.400 – PENTATEUCH (3)**

A study of God and his dealings with men after the fall. Students will be shown how all the other books in the Bible are dependent on these first five books, Genesis through Deuteronomy.

**BIB.401 – OLD TESTAMENT PROPHETS III (3)**

An introductory study of Biblical prophecy with a systematic investigation of two major prophets: Isaiah and Jeremiah. Consideration is given to historic background and special emphasis is given to Messianic passages.

**BIB.402 – EXPOSITION OF REVELATION (3)**

A comprehensive study and overview of the book of Revelation. The purpose of this course is to initiate and enhance the knowledge of the student's awareness of this valuable, mysterious, and complex book of prophecy.

**BIB.403 – THE PASTORAL EPISTLES (3)**

This course is a study of the individual writings presented by the three pastoral epistles in I Timothy, II Timothy, and Titus. They are presented as letters from Paul of Tarsus to Timothy and Titus.

**BIB.405 – NEW TESTAMENT PROPHETS III (3)**

An introductory study of Biblical prophecy with a systematic investigation of the new testament prophets. Consideration is given to historic background and special emphasis is given to significant passages.

**BIB.407 – PAULINE REVELATIONS (3)**

This course will provide a study of the Book of Revelation. This course consists of lectures and periodic films. Revelation deals with major End-Time messages. Students will be knowledgeable of the Christ of the book of Revelation. This book reveals the timeless message of the hope and condition of the church, the coming of Christ, and the warnings to the world about a personal relationship with Jesus Christ.

**BIB.409 – ANALYSIS OF ROMANS III (3)**

A comprehensive study of the book of Romans. Romans contains the A, B, and C's of Christian education. The great theme is the revelation of God's wrath against sin, and the righteousness through faith as the grounds of justification. Romans makes the whole world guilty before God and in need of salvation through Jesus Christ.

**BIB.410 – THE LIFE OF CHRIST (3)**

A study of the life and teachings of Jesus Christ noted in the Gospels.

**BIB.413 – THE GOSPEL OF JOHN (3)**

A comprehensive study of the Gospel of John. An analysis of biblical times and how the teachings of Christ impacted the world will also be presented.

**BIB.414 – THE PSALMS (3)**

A study of selected books of Psalms. Emphasis will be placed on the book's significance and value for Christian living and worship.

**BIB.415 – BIBLICAL FOUNDATION FOR CHURCH ORGANIZATION (3)**

Directed research and analytical presentation of the biblical foundation for methods of church organization and management.

**BIB.450 – OLD TESTAMENT PROPHETS III (3)**

An introductory study of Biblical prophecy with a systematic investigation of two major prophets: Isaiah and Jeremiah. Consideration is given to historic background and special emphasis is given to Messianic passages.

**BIB.451 – OLD TESTAMENT RESEARCH (3)**

This course is designed to reveal the Christocentric principles of the tabernacle.

**BIB.452 – NEW TESTAMENT RESEARCH (3)**

This course is an in-depth systematic study of one book or group of books in the New Testament.

**BIB.501 – OLD TESTAMENT ADVANCED RESEARCH I (3)**

This course is an in-depth systematic study of one book or group of books in the Old Testament. Academic Advisor and Student shall decide together which area this study shall cover.

**BIB.502 – MAJOR PROPHETS (3)**

A study of the prophet, God's messenger, the message he proclaims and its purpose.

**BIB.502A – SYNOPTIC GOSPELS (3)**

A study of the contents of the three gospels written at different times and different places for different constituencies yet displaying a closer interrelation in content and manner of expression.

**BIB.503 – NEW TESTAMENT ADVANCED RESEARCH I (3)**

Directed research/readings in the New Testament under the supervision of an Academic Advisor to meet the needs/interests of the student.

**BIB.503A – THE BOOK OF MARK (3)**

An overview of the events in the life of Jesus Christ as presented in the book of Mark.

**BIB.504A – THE BOOK OF JOHN (3)**

An overview of the events in the life of Jesus Christ as presented in the book of John.

**BIB.505 – ANALYSIS OF ACTS III (3)**

Part 3 of exploration on the foundation of the church. The great doctrines of the church will be exposed – Pneumatology will be correctly defined.

**BIB.506 – ANALYSIS OF ROMANS (3)**

A comprehensive study of the book of Romans. Romans contains the A, B, and C's of Christian education. The great theme is the revelation of God's wrath against sin, and the righteousness through faith as the grounds of justification. Romans makes the whole world guilty before God and in need of salvation through Jesus Christ.

**BIB.507 – I CORINTHIANS (3)**

A comprehensive study and overview of the book of I Corinthians. The purpose of this course is to initiate and enhance the knowledge of the student's awareness of this dynamic and most influential Pauline epistle.

**BIB.508 – II CORINTHIANS (3)**

A comprehensive study and overview of the book of II Corinthians. The purpose of this course is to initiate and enhance the knowledge of the student's awareness of this dynamic and most influential Pauline epistle.

**BIB.509 – GALATIANS (3)**

An understanding of Paul's epistle to the Galatians. The course will consider the impact of doctrinal issues to the church as assigned by the Apostle Paul.

**BIB.510 – PHILIPPIANS (3)**

This course will provide a study of the Book of Philippians. Philippians deals with the major doctrines of the Christian faith and is at the same time extremely practical. Students will be knowledgeable of the Christ of the book of Philippians. This letter reveals the timeless message the true joy is to be found only in a dynamic personal relationship with Jesus Christ and in the assurance that God can turn adverse circumstances to our good and His glory.

**BIB.510A – ANALYSIS OF ROMANS (3)**

A study of Paul's writing to the Roman Church in which he talks about, Salvation, Sin, Justification, God's righteousness, and the believer's responsibility.

**BIB.511 – ANALYSIS OF ROMANS (3)**

A comprehensive study of the book of Romans. Romans contains the A, B, and C's of Christian education. The great theme is the revelation of God's wrath against sin, and the righteousness through faith as the grounds of justification. Romans makes the whole world guilty before God and in need of salvation through Jesus Christ.

**BIB.512 – SPIRITUAL WARFARE (3)**

A discussion of the elements of spiritual warfare and how to become an effective Christian soldier through prayer, counseling, and pastoral teaching. The student will be able to identify the reasons for the spiritual attack and how to combat them. This course teaches how to stand confidently against evil powers and become victors instead of victims.

**BIB.524 – HARMONY OF THE GOSPELS (3)**

Presenting the Gospels as a combination of parts within an orderly whole. Enhancing the student's study of the Gospels by illustrating: (A) Their complementary aspects, (B) Their differing approaches to the life of Jesus, and (C) Their different purposes.

**BIB.525 – ADVANCED RESEARCH STUDY IN THE BOOK OF HEBREWS (3)**

This course is designed to study the background, the author, the date, the content, and to make an evaluation.

**BIB.530 – EZRA / NEHEMIAH (3)**

An examination of the people of the Jewish nation from a historical yet global perspective. Connections will be assessed from a geopolitical and biblical view with the intent to fully understand the book of Ezra and Nehemiah. Also provided will be an overview of the Jewish exile and the rebirth of the Jewish nation as recorded.

**BIB.540 – PASTORAL EPISTLES (3)**

This course is a study of the individual writings presented by the three pastoral epistles in I Timothy, II Timothy, and Titus. They are presented as letters from Paul of Tarsus to Timothy and Titus.

**BIB.542 – SPIRITUAL WARFARE (3)**

A discussion of the elements of spiritual warfare and how to become an effective Christian soldier through prayer, counseling, and pastoral teaching. The student will be able to identify the reasons for the spiritual attack and how to combat them. This course teaches how to stand confidently against evil powers and become victors instead of victims.

**BIB.660 – MINOR PROPHETS (3)**

A study of the prophet, God's messenger, the message he proclaims and its purpose.

## COUNSELING

**COU.205 – THEOLOGY OF BIBLICAL COUNSELING (3)**

This course is a study of Biblical teachings concerning methods and modalities in the modification of man's predicament and its solutions, with emphasis on how this teaching is related to Biblical counseling.

**COU.300 – THE WORK OF A PASTORAL COUNSELOR (3)**

An introduction to Pastoral counseling. Prolegomenon to a History of directions in; countertransference and burnout in pastoral counseling. Spiritual and personal maturity, Christotherapy; an approach to facilitating psycho-spiritual healing and growth. Part 1

**COU.301 – LEARNING TO COUNSEL EFFECTIVELY (3)**

Bible directed counseling. Emphasis on the use of the Bible in counseling situations. Part 1

**COU.330 – LEARNING TO COUNSEL EFFECTIVELY (3)**

Bible directed counseling. Emphasis on the use of the Bible in counseling situations. Part 2

**COU.331 – PRINCIPLES OF CHRISTIAN COUNSELING (3)**

This course is designed to show the need for a program of effective Christian counseling for every church, large and small. In our changing times, counseling is a vital part of the ministry of every church.

**COU.332 – THE WORK OF A PASTORAL COUNSELOR (3)**

An introduction to Pastoral counseling. Prolegomenon to a History of directions in; countertransference and burnout in pastoral counseling. Spiritual and personal maturity, Christotherapy; an approach to facilitating psycho-spiritual healing and growth. Part 2

**COU.408 – CHRISTIAN MARRIAGE & THE FAMILY (3)**

Effective Biblical teaching concerning roles within the family, with the direction being given on how to counsel.

**COU.410 – PREMARITAL COUNSELING (3)**

An introduction to various guidelines on how to conduct a six-twelve session premarital counseling program. Consideration will be given to topics such as finances, sex, family, and spiritual life.

**COU.412 – GIFTS OF THE HOLY SPIRIT (3)**

A practical powerful study that will release the nine gifts of the Holy Spirit into operation in the life of the student. It is designed to move spirit-filled believers into the middle of the supernatural power of God.

**COU.415 – CHRISTIAN COUNSELING PRACTICE (3)**

An overview of the history of counseling theories and methods within and outside the church.

**COU.501 – THE WORK OF A PASTORAL COUNSELOR (3)**

An introduction to Pastoral counseling. Prolegomenon to a History of directions in; countertransference and burnout in pastoral counseling. Spiritual and personal maturity, Christotherapy; an approach to facilitating psycho-spiritual healing and growth.

**COU.502 – CHRIST HISTORICAL SURVEY OF ALT. THERAPIES (3)**

A holistic review of human behavior. Theological, psychological description of human behavior. Introducing, evaluating, and integrating biblical principles into counseling.

**COU.503 – LEARNING TO COUNSEL EFFECTIVELY (3)**

Bible directed counseling. Emphasis on the use of the Bible in counseling situations.

**COU.503A – THE CHRISTIAN COUNSELOR'S HANDBOOK (3)**

An in-depth study of the essential tools for Christian counseling. Emphasis will be placed on using the Holy Scriptures for reference.

**COU.504 – TESTING & MEASUREMENT; CHRISTIAN PERSPECT (3)**

Personality and emotional profile. Testing and assessment. Vocational and interest inventory. How, when, and where to use testing; it's the value of the Christian counseling environment.

**COU.505 – THEOLOGY OF BIBLICAL COUNSELING (3)**

This course is a study of Biblical teachings concerning methods and modalities in the modification of man's predicament and its solutions, with emphasis on how this teaching is related to Biblical counseling.

**COU.506 – THEORY OF CHRIST, MARRIAGE AND FAMILY COUNSEL (3)**

Effective biblical teaching concerning roles within the family, with the direction being given on how to counsel. Review of family therapy literature.

**COU.507 – HUMAN SEXUALITY: A CHRISTIAN PERSPECTIVE (3)**

The role of sexuality in human growth and relationships. Biblical methods of dealing with sexual problems and sexual communication. Evaluation of research, child-rearing practice, life cycle sexuality, and cross-cultural variations are explored.

**COU.508 – PROFESSIONAL ETHICS & THE LAW (3)**

This course emphasizes the increasing requirements for accountability and the legal demands placed upon Christian Counselors. What are their responsibilities and privileges? How to legally establish a counseling ministry as part of the church ministry.

**COU.509 – SUBSTANCE ABUSE COUNSELING (3)**

Explores the variety of chemically dependent people, analyze patterns of addictive behavior, effects on work, performance, responsibility, intimacy. Learn the most successful counseling skills to assist in breaking addictive behavior.

**COU.510 – PERSONAL GROWTH AND CAREER PLANNING (3)**

Overview of current career programs. Analysis of key theories in career and vocational guidance counseling of the handicapped, women, and the elderly.

**COU.511 – CLINICAL WORKSHOP AND SUPERVISED PRACTICUM (12)**

Student interaction and involvement in counseling experience will be required of both Masters and Doctoral Candidates who have chosen Biblical Counseling as their concentration. **Available based on Administrative Approval.**

**COU.512 – GIFTS OF THE HOLY SPIRIT IN COUNSELING (3)**

A practical powerful study that will release the nine gifts of the Holy Spirit into operation in the life of the student. It is designed to move spirit-filled believers into the middle of the supernatural power of God.

**COU.513 – COUNSELING AND SPIRITUAL AUTHORITY (3)**

Biblical principles and the Holy Spirit's power. Demonic influence and control will be examined. The way authority can be obtained and used.

**COU.514 – HEALING THE SICK (3)**

Establishing a solid Word foundation for walking in divine health and ministering healing to the sick. It includes practical instructions for operating in the Gift of Healing.

**COU.519 – SOTERIOLOGY (3)**

The provision of Salvation through Jesus Christ and the application of it by the Spirit.

### **COU.531 – PRINCIPLES OF CHRISTIAN COUNSELING (3)**

An introduction to basic concepts and procedures of Biblical counseling. Students will learn to incorporate knowledge and skills into their counseling style.

### **COU.900 – GRIEF COUNSELING (3)**

An in-depth study of the process by which people try to cope with and learn to adapt to their problems, with emphasis on New Testament teachings regarding this process. Students will recognize and deal with depression, fear, anger, guilt, and anxiety in personal and ministerial experience. The student will better understand the correlation between emotional, physical, and spiritual well-being and learn how to experience more joy in life.

### **COU.901 – FAMILY & MARRIAGE COUNSELING (3)**

Bible directed counseling. Emphasis on the use of the bible in counseling situations. A study of biblical teachings concerning method and modalities in the modification of man's predicament and its solutions, with emphasis on how this teaching is related to Biblical counseling. Effective biblical teaching concerning roles within the family, with the direction being given on how to counsel. Review of family therapy literature. The role of sexuality in human growth and relationships. Biblical methods of dealing with sexual problems and sexual communication. Evaluation of research, child-rearing practice, life cycle sexuality, and cross-cultural variations are explored. This course emphasizes the increasing requirements for accountability and the legal demands placed upon Christian Counselors. What are their responsibilities and privileges? How to legally establish a counseling ministry as part of the church ministry. This is a course in marriage enrichment, which provides many of the answers couples need for making their marriage better even saving them.

### **COU.902 – HELP! I'M A PASTOR'S SPOUSE (3)**

Heart to heart counsel to Pastor's wives based on experience and research.  
(See Proverbs 31:10-31)

## **EDUCATION**

### **EDU.100 – CHRISTIAN SCHOOL ORIENTATION / DEVELOPMENT (3)**

This course is a study of the numerous aspects of administration and supervision relating primarily to Christian School, including school law, administrative structuring finance, personnel management, curriculum, school services, and public relations.

### **EDU.101 – ORIENTATION CHURCH SCHOOL (3)**

This course is designed to familiarize the student with an understanding of the Christian Education Philosophy. An overview of practical ways of implementing a Christian program at the local church level.

### **EDU.102 – PERSONAL EVANGELISM (3)**

This course gives a survey of methods of teaching personal evangelism to Christian School children.

### **EDU.301 – CHURCH LEADERSHIP (3)**

A study of church leadership from a systems analysis perspective designed to assist students in establishing a church program, organizing a financial system, and developing a leadership structure utilizing time management.

**EDU.302 – HISTORY OF CHRISTIAN LEADERSHIP (3)**

Historical description and analysis of Christian leaders and what their examples offer the Christian School System.

**EDU.304 – PRINCIPLES OF TEACHING (3)**

Learn to promote religious education as a means of healing the wounds of prejudice, hatred, intolerance, and fanaticism that has given religion a bad name.

**EDU.305 – THE USE OF STORIES (3)**

This course is designed to familiarize the student with an understanding of using Biblical stories while presenting a lesson/sermon.

**EDU.316 – CHURCH PERSONNEL & STAFF (3)**

A study of the program of training individual members for more active intelligent and effective work in the local church. The qualifications, duties, and opportunities of church officers will be reviewed. Consideration will be given to the planning of proper buildings and the use of these. (Christian Education, Church Membership expansion, etc.).

**EDU.401 – BUILDING CHRISTIAN CHARACTER (3)**

An exploration of the nature and character of Christ in the life of Christian leaders. The quality of spirituality and integrity as mentors, role models and examples for others to follow will also be explored.

**EDU.402 – RESPONSIBILITY OF A CHURCH SCHOOL (3)**

This study aims to be suggestive, not exhaustive. It is committed to the proposition that, in teaching, the process is often greater than the product. An overview of the following will be discussed: Foundations for Christian Teaching, Patterns and Process of Christian Teaching, Crucial Roles in Christian Teaching, and Varieties of Christian Teaching.

**EDU.403 – CHRISTIAN EDUCATION OF CHILDREN (3)**

This course is a thorough study of the History of Christian Education with the Hebrew, Greek, and Roman systems ending with present Christian Education.

**EDU.404 – PRINCIPLES OF CHRISTIAN TEACHING (3)**

This course is designed to help students become an effective teacher of the Word of God in this 21<sup>st</sup> century. Students will experience and understand the philosophy of teaching, teaching methodology, and different learning styles.

**EDU.410 – CHRISTIAN SCHOOL TEACHING PRACTICUM (3)**

This course requires students to be involved in active teaching experience for 180 hours (6 weeks minimum).

**EDU.501 – ADMINISTRATION OF CHRISTIAN EDUCATION (3)**

An exploration of the foundational building block in the educational ministry of the church. An awareness of the definitions of the essential aspects of this important ministry and how to be more effective at it. The basis for Christian Education, given by Jesus Christ, will also be explored in Matthew 28:19-20.

**EDU.502 – TRAINING IN CHURCH MEMBERSHIP (3)**

A study of the program of training individual members for more active intelligent and effective work in the local church.

**EDU.606 – SEMINAR IN CHRIST LEARNING THEORY (3)**

A study dealing with the philosophy and theory of Christian education.

**EDU.607 – SEMINAR IN COMPARATIVE EDUCATION (3)**

A study dealing with the philosophy and theory of comparative education.

**EDU.608 – SEMINAR IN SOCIAL DEVELOPMENT (3)**

A study dealing with the philosophy and theory of social development.

**EDU.609 – SEMINAR IN RELIGIOUS CURRICULUM (3)**

A study dealing with the availability of curriculum suitable for Christian education.

**EDU.611 – CURRENT ISSUES IN EDUCATION (3)**

\* See Dean for course content

**EDU.613 – SCHOOL FINANCES (3)**

A study of the conceptual basis of the economics of education – both private Christian and public schools – as well as taxation, distribution systems, tuition, grants, and policy analysis. Consideration will be given to sources of funding, control of expenditures, general principles of financial administration, and a review of requirements of state law concerning financial accounting and audit procedures.

**EDU.614 – THEORIES OF APPLICATION & EDUCATION ADMINISTRATION (3)**

A study of church management from a systems analysis perspective designed to assist students in establishing a church program, organizing a financial system, and developing a leadership structure utilizing time management.

**EDU.615 – SCHOOL COMMUNITY RELATIONS (3)**

A study on how to develop good relationships with local secular institutions and other private Christian schools.

**EDU.616 – STAFF DEVELOPMENT & PERSONNEL (3)**

This course entails how to improve your multiple staff ministry and how to work together more effectively.

**EDU.621 – CURRICULUM DEVELOPMENT I (3)**

This course is designed to help aid Christian educators in educational ministry in the church. Principle's aims and creative use of curricula and resources to fulfill the educational task of the church in developing Christian faith and discipleship will be considered. Part 1

**EDU.622 – CURRICULUM DEVELOPMENT II (3)**

This course is designed to help aid Christian educators in educational ministry in the church. Principle's aims and creative use of curricula and resources to fulfill the educational task of the church in developing Christian faith and discipleship will be considered. Part 2

**EDU.624 – EVALUATION OF INSTRUCTORS (3)**

A focus on the in-and-out of classroom evaluation. Consideration will be given to the different ways of evaluating instructors (personal evaluation to student evaluation).

**EDU.660 – SURVEY OF CHURCH ADMINISTRATION (3)**

An examination of the various administrative positions held within a church body. This course also contains an overview of church administration position duties and responsibilities.

**EDU.679 – TEACHING PRACTICUM (3)**

Practical teaching internship in a local church under the direction of a supervising professor.

**EDU.683 – SUPERVISION OF INSTRUCTORS (3)**

A study on how Deans or Supervisors can implement different ideas in regards to supervision. Basic guidelines on all areas of supervision (not only instructors) will be given.

**EDU.705 – WORSHIP IN THE CHURCH (3)**

This course offers worship leaders and those preparing for ministry a valuable resource for sorting through layers of tradition and creative innovation to unchanging biblical tenets that define key components to authentic worship.

**EDU.707 – WEEKDAY CHURCH SCHOOLS (3)**

\* See Dean for course content.

**EDU.710 – CHRISTIAN SCHOOL ADMINISTRATION PRACTICUM (6)**

Practical internship in a local church under the direction of a supervising professor. **Available based on Administrative Approval.**

**EDU.803 – VISUAL EDUCATION FOR CHRISTIAN SCHOOLS (3)**

\* See Dean for course content.

**EDU.804 – PHILOSOPHY OF CHRISTIAN EDUCATION (3)**

A study of the development of educational thought in general and religious education in particular, including the progression of aims, ideals, goals, and methods.

## ELECTIVES

**ELEC.100 – ELECTIVE COURSE (3)**

\* See Dean for course content. **Available based on Administrative Approval.**

# HISTORY

## **HIS.140 – CHURCH HISTORY (3)**

Presents a broad view of the various stages of development, decline reformation, and restoration that make up the history of the Church from the Book of Acts to the present day. PART I

## **HIS.150 – HOLY GROUND (3)**

Presents an overview of the land of Israel relating certain scriptural events to the geographical and historical background in which they occurred, drawing a significant point for today. Gives the student a broad understanding of relationships between geographic, historical, and Biblical aspects.

## **HIS.301 – AMERICAN CHURCH HISTORY (3)**

This course is designed to offer Pastors and clergy leaders an opportunity to examine the Christian movement from a historical yet global perspective. Connections will be assessed from a geopolitical view with the intent to fully understand social institutions and how the nation-states laid the cornerstones for the evangelical movement in western culture and the United States of America.

## **HIS.404 – OLD TESTAMENT HISTORY (3)**

A basic introduction to the subject that covers major periods of church history in the Old Testament.

## **HIS.405 – BEGINNING CHURCH HISTORY (3)**

An in-depth survey of the life of the Christian churches since the opening of the Protestant reformation. Consideration will be given to the churches of Western Europe and the Western Hemisphere.

## **HIS.406 – CHURCH HISTORY II (3)**

Presents a broad view of the various stages of development, decline reformation, and restoration that make up the history of the Church from the Book of Acts to the present day. PART II

## **HIS.501 – CHURCH HISTORY (3)**

A study of the origin, progress, and the impact of Christianity on human society from 5 B.C.

## **HIS.601 – OLD TESTAMENT ARCHEOLOGY (3)**

\* See Dean for course content.

## **HIS.602 – NEW TESTAMENT ARCHEOLOGY (3)**

\* See Dean for course content

# LANGUAGE

## **LAG.101 – ENGLISH BIBLE GRAMMAR I (3)**

Part 1 of a basic overview of grammar. The following topics are discussed in this course: subject-verb agreement, noun-pronoun agreement, capitalization, punctuation, the study of commonly misspelled words, adjectives, adverbs, verb tenses, the gender of nouns, case of nouns and pronouns, figurative language, double negatives and much more.

## **LAG.102 – ENGLISH BIBLE GRAMMAR II (3)**

Part 2 of a basic overview of grammar. The following topics are discussed in this course: subject-verb agreement, noun-pronoun agreement, capitalization, punctuation, the study of commonly misspelled words, adjectives, adverbs, verb tenses, the gender of nouns, case of nouns and pronouns, figurative language, double negatives and much more.

## **LAG.103 – BEGINNERS GREEK (3)**

This class introduces the student to Greek vocabulary and grammar.

## **LAG.201 – PRACTICAL ENGLISH I (3)**

Part 1 of a comprehensive study on how to become a skilled, effective language user and communicator. This course is further designed with an integrated writing and academic structure, applying the elements of language communication, sentences, paragraphs, grammar usage mechanics, and a quick reference handbook.

## **LAG.202 – PRACTICAL ENGLISH II (3)**

Part 2 of a comprehensive study on how to become a skilled, effective language user and communicator. This course is further designed with an integrated writing and academic structure, applying the elements of language communication, sentences, paragraphs, grammar usage mechanics, and a quick reference handbook.

## **LAG.203 – PRACTICAL ENGLISH III (3)**

Part 3 of a comprehensive study on how to become a skilled, effective language user and communicator. This course is further designed with an integrated writing and academic structure, applying the elements of language communication, sentences, paragraphs, grammar usage mechanics, and a quick reference handbook.

## **LAG.501 – NEW TESTAMENT GREEK I (3)**

This course will introduce the student to Greek vocabulary and grammar. Students will build skills in learning the Greek alphabet, tenses, cases, and declensions. Students will be involved with the conventions of the sentence, paragraph, and word construction. Students will also participate in activities to enhance and improve their reading and writing skills. The projected goal of this course is to prepare students for basic Greek exegesis. PART 1

## **LAG.502 – NEW TESTAMENT GREEK II (3)**

This course will introduce the student to Greek vocabulary and grammar. Students will build skills in learning the Greek alphabet, tenses, cases, and declensions. Students will be involved with the conventions of the sentence, paragraph, and word construction. Students will also participate in activities to enhance and improve their reading and writing skills. The projected goal of this course is to prepare students for basic Greek exegesis. PART 2

**LAG.503 – HEBREW I (3)**

Part 1 of an overview of the Hebrew language by introducing a combination of the inductive and deductive methods. A study of basic grammar and readings of the Hebrew Old Testament.

**LAG.601 – GREEK EXEGESIS (3)**

Research into the history and Biblical usage of the Greek language.

**LAG.603 – HEBREW II (3)**

Part 2 of an overview of the Hebrew language by introducing a combination of the inductive and deductive methods. A study of basic grammar and readings of the Hebrew Old Testament.

**LAG.604 – HEBREW READING / EXEGESIS (3)**

Research into the history and Biblical usage of the Hebrew language.

## MINISTRY

**MIN.105 – MINISTRIES OF HELP (3)**

To broaden the student view of the “Work of the Ministry”, and to assist each in identifying his/her role in the “Edifying of the Body of Christ”.

**MIN.107 – BLOOD COVENANT (1)**

To awaken the students to what is perhaps the most powerful truth manifested to men by the spirit of God; the crucial significance of the shed Blood of Christ, and the position in which it has placed them with the Father.

**MIN.115 – EVANGELISM (3)**

Acquainting the student with scriptural principles and attitudes that produce effective personal evangelism. Develops in the student a clear understanding and appreciation of both the techniques and the importance of personal evangelism. Emphasis on commitment, locality, and faithfulness.

**MIN.128 – COMMUNICATIONS (3)**

Introduces the student to methods and means of effective verbal and non-verbal communication. The motivation of the student to excellence in communicating the Christ who dwells within them, and His message of salvation, to the lives of others.

**MIN.130 – FINANCIAL STEWARDSHIP (3)**

Understanding the Biblical Principles of Finance.

**MIN.131 – MINISTRY GIFTS (3)**

A study of the empowering of the church to use its gifts.

**MIN.136 – PRACTICAL MINISTRIES (3)**

A series of instructions teaching the basic practical ministries. Consideration will be given to the following ministries: education, music, youth, hospitality, and special events.

**MIN.140 – MINISTRIES (3)**

A course designed to teach the student the organization and doctrine of the church. May also be “New Members Class”, (to be indigenous to the church affiliation of the student).

**MIN.140B – MINISTRIES PART II (3)**

Active participation in the organization of the church in a capacity such as an usher, elder, deacon, choir member, choir leader, secretary, treasurer, etc. Participation shall last the length of three (3) trimesters and be verified by a department head. A minimum of 45 hours.

**MIN.141A – MINISTRY LAB A (1)**

Active participation in a ministry of the church for 1 trimester. A minimum of 15 hours. Must be verified by a department head. No particular ministry may be repeated in 3 trimesters.

**MIN.141B – MINISTRY LAB B (1)**

Active participation in a ministry of the church for 1 trimester. A minimum of 15 hours. Must be verified by a department head. No particular ministry may be repeated in 3 trimesters.

**MIN.141C – MINISTRY LAB C (1)**

Active participation in a ministry of the church for 1 trimester. A minimum of 15 hours. Must be verified by a department head. No particular ministry may be repeated in 3 trimesters.

**MIN.155 – HOMILETICS (3)**

A study of the method of outlining step by step the process of preparing and delivering an effective anointed and relevant sermon/message. Part 1

**MIN.156 – HOMILETICS II (3)**

A study of the method of outlining step by step the process of preparing and delivering an effective anointed and relevant sermon/message. Part 2

**MIN.206 – CHURCH EVANGELISM (3)**

Scriptural Principles for effective evangelism.

**MIN.207 – MISSIONARY PRINCIPLES (3)**

Scriptural Principles for effective mission work. Part 1

**MIN.210 – THE GODLY LIFE (3)**

The study of scriptural living.

**MIN.241A – MINISTRY LAB I (1)**

Active participation in a ministry of the church for 1 trimester. A minimum of 15 hours. Must be verified by a department head. No particular ministry may be repeated in 3 trimesters.

**MIN.241B – MINISTRY LAB II (1)**

Active participation in a ministry of the church for 1 trimester. A minimum of 15 hours. Must be verified by a department head. No particular ministry may be repeated in 3 trimesters.

**MIN.241C – MINISTRY LAB III (1)**

Active participation in a ministry of the church for 1 trimester. A minimum of 15 hours. Must be verified by a department head. No particular ministry may be repeated in 3 trimesters.

**MIN.260 – APOLOGETICS (3)**

This course will define the basic activity of Apologetics, and seek to acquire an understanding of the vocabulary, review several systems as to how these systems address and understand the truth within a particular world-view. A focus will be placed upon the Theistic worldview and the problems related thereto.

**MIN.301 – CHRISTIAN LEADERSHIP (3)**

Preparation of Christian Leadership in Today's society.

**MIN.304 – PERSONAL EVANGELISM (3)**

Observation and application of the methods Jesus Christ used to bring people into the Kingdom of God.

**MIN.305 – CHURCH BUILDING MAINTENANCE (3)**

A look behind the scenes at the church of today. Students will learn what it takes to organize maintenance records, ground keeping, and all other routine maintenance procedures.

**MIN.306 – EVANGELISM II (3)**

Observation and application of the methods Jesus Christ used to bring people into the Kingdom of God. Part 2

**MIN.307 – MISSIONARY PRINCIPLES II (3)**

Scriptural Principles for effective mission work. Part 2

**MIN.308 – MISSIONARY PRINCIPLES III (3)**

Scriptural Principles for effective mission work. Part 3

**MIN.311 – PRAISE & WORSHIP (3)**

An overview of the spiritual dynamics of praise and worship.

**MIN.313 – HOMILETICS I (3)**

A study of the method of outlining step by step the process of preparing and delivering an effective anointed and relevant sermon/message.

**MIN.315 – PREACHING PRACTICUM (3)**

This course is designed to help the student to develop confidence and excellency in delivering an effective sermon or message. The student will be able to deliver a message in a real church setting or church-related setting. (Prerequisite: MIN.155)

**MIN.320 – PRAISE & WORSHIP (3)**

An overview of the spiritual dynamics of praise and worship.

**MIN.331 – CHRISTIAN COUNSELING (3)**

This course is designed to show the need for a program of effective Christian counseling for every church, large and small. In our changing times, counseling is a vital part of the ministry of every church.

**MIN.341A – ADVANCED MINISTRY LAB I (1)**

Active participation in a ministry of the church for 1 trimester. A minimum of 15 hours. Must be verified by a department head. No particular ministry may be repeated in 3 trimesters.

**MIN.341B – ADVANCED MINISTRY LAB II (1)**

Active participation in a ministry of the church for 1 trimester. A minimum of 15 hours. Must be verified by a department head. No particular ministry may be repeated in 3 trimesters.

**MIN.341C – ADVANCED MINISTRY LAB III (1)**

Active participation in a ministry of the church for 1 trimester. A minimum of 15 hours. Must be verified by a department head. No particular ministry may be repeated in 3 trimesters.

**MIN.361 – INTRODUCTION TO CHURCH MUSIC (3)**

An introduction of how we arrived at worship choruses. This includes attending a worship service to make observations on all of the music presented during the service.

**MIN.400 – PRINCIPLES OF CHURCH LEADERSHIP (3)**

An overview of church leadership to include the following: qualification for leadership in the local church, attitudes of the successful leader, basic principles of leadership, profiles of the successful leader, relationships in leadership, understanding delegation, handling conflicts among leaders, and an example of a successful leader.

**MIN.401 – PRINCIPLES OF CHURCH MANAGEMENT (3)**

A study of church management from a systems analysis perspective designed to assist students in establishing church programs, enhancement of administrative skills for effective financial reporting, and developing effective leadership structure to strengthen the management and development of (God's People) human resources.

**MIN.402 – PRINCIPLES OF CHURCH ADMINISTRATION (3)**

An overview of principles of church administration focusing on organization structure and management.

**MIN.403 – COMPARATIVE RELIGIONS PART I (3)**

An in-depth survey and analytical comparison of different religions.

**MIN.404 – PERSONAL EVANGELISM (3)**

Observation and application of the methods Jesus Christ used to bring people into the Kingdom of God.

**MIN.405 – COMPARATIVE RELIGIONS PART II (3)**

Part II of Comparative religions Part I. Delving deeper into the comparison of religions.

**MIN.406 – EXPOSITORY PREACHING (3)**

An overview of how to develop effective communication skills through sermon preparation, text accuracy, and interpretation bringing the ancient text into a contemporary setting. This course will also include how to understand your audience, Hermeneutical Analysis, Homiletical Application of Narrative Texts, and enable students to deliver an effective Expository Sermon.

**MIN.407 – PASTORAL INTERNSHIP (3)**

This practical internship for pastors or assistant pastors shall be for not less than one year. *(May be repeated up to 12 units. Must be approved by Academic Dean.)* **Available based on Administrative Approval.**

**MIN.408 – CHRISTIAN MARRIAGE AND FAMILY (3)**

This is a course in marriage enrichment, which provides many of the answers couples need for making their marriage better even saving them.

**MIN.409 – TIME & MONEY MANAGEMENT (3)**

Consideration will be given to the scope of effectively managing time and money. Understanding the Biblical Principles of basic finance and timing may also be discussed.

**MIN.410 – WORLD MISSIONS (3)**

A study of the biblical and theological basis and guidelines for the church's world mission, with application to current practices. This study includes contemporary theological perspectives on missions.

**MIN.412 – PRINCIPLES OF CHURCH LEADERSHIP (3)**

An overview of church leadership to include the following: qualification for leadership in the local church, attitudes of the successful leader, basic principles of leadership, profiles of the successful leader, relationships in leadership, understanding delegation, handling conflicts among leaders, and an example of a successful leader.

**MIN.413 – MINISTRY OF GROWTH (3)**

This study helps the student prepare for church planting and congregational growth of established churches. Theories of modern marketing research coupled with methods of application to religious endeavors are studied and critically analyzed. The student will actively participate in a church growth program, with emphasis on the application of other principles learned.

**MIN.415 – COUNSELING PRACTICES (3)**

\* See Dean for course content. **Available based on Administrative Approval.**

**MIN.425 – MINISTRY INTERNSHIP (3)**

Participation in an in-depth exposure to the practical aspects of ministry by the student. Student interaction and involvement in ministry experience. **Available based on Administrative Approval.**

**MIN.430 – EXPOSITORY TEACHING (3)**

An overview of how to develop effective communication skills through teaching text accuracy and interpretation bringing the ancient text into a contemporary setting. This course will also include how to understand your class/audience, Hermeneutical Analysis, Homiletical Application of Narrative Texts, and enable students to present an effective Expository lesson.

**MIN.441A – SENIOR MINISTRY LAB I (3)**

Active participation in a ministry of the church leadership. Organization or leadership of; Christian Education Department; Budget and Finance Department; Children’s Church or Sunday School; Women’s Ministries; etc. Minimum of 45 hours, 3 trimesters. **Available based on Administrative Approval.**

**MIN.441B – SENIOR MINISTRY LAB II (3)**

Active participation in the leadership of a community ministry. Organization or leadership of; Rest Home Ministry; Food for the Homeless; Community Beautification project; etc. Minimum of 45 hours, 3 trimesters. **Available based on Administrative Approval.**

**MIN.441C – SENIOR MINISTRY LAB III (3)**

Ministering as the teacher of a class such as; New Members; any Sunday School class; any Adult Bible class; etc. Minimum of 45 hours, 3 trimesters. **Available based on Administrative Approval.**

**MIN.441D – SENIOR MINISTRY LAB IV (3)**

\* See Dean for course content. **Available based on Administrative Approval.**

**MIN.501 – CHURCH EVANGELISM PRACTICUM (3)**

This course shall include working in and/or organizing an evangelistic ministry in your church such as Children’s and Youth Evangelistic ministries, Street ministries, Rest Home ministries, Street Music ministries, etc. Academic Advisor and Student decide together which.

**MIN.502 – EVANGELISTS AT THEIR WORK (3)**

An inside look at the scriptural principles for effective evangelistic work.

**MIN.504 – CHRISTIAN ETHICS (3)**

This course is designed to work at moral integrity, honesty, obedience to authority, and trustworthiness. This course is also to make known unto students the Holy scriptures, which can make them wise unto salvation through faith, which is in Jesus Christ, and for reproof, correction, and for instruction in righteousness that the ministers of God may be thoroughly furnished unto good works.

**MIN.505 – THEISM (3)**

A critical and analytical survey of the belief in a personal God as creator and supreme ruler.

**MIN.508 – CHRISTIAN MARRIAGE AND THE FAMILY (3)**

This is a course in marriage enrichment, which provides many of the answers couples need for making their marriage better even saving them.

**MIN.511 – HOMILETICS (3)**

A study of the method of outlining step by step the process of preparing and delivering an effective sermon.

**MIN.520A – PREACHING PRACTICUM (3)**

This course is designed to help the student to develop confidence and excellency in delivering an effective sermon or message. The student will be able to deliver a message in a real church setting or church-related setting. (Prerequisite: MIN.155 or MIN.511)

**MIN.525 – CROSS-CULTURAL COMMUNICATIONS (3)**

Current communication theories as they bear upon barriers to effectual communication by persons from western cultures in non-western settings; verbal and non-verbal communication; role and status as culturally prescribed communication factors; perception as culturally structured.

**MIN.526 – PRACTICUM IN CROSS-CULTURAL MINISTRY (3)**

An opportunity to learn in a cross-cultural setting. Value systems, subcultural needs, and Kingdom of God principles are explored. The student may work in a multi-cultural community of the United States or abroad.

**MIN.530 – FINANCIAL STEWARDSHIP (3)**

Understanding the Biblical Principles of Finance.

**MIN.541 – GRADUATE MINISTRY LAB (6)**

\* See Dean for course content. **Available based on Administrative Approval.**

**MIN.550 – CHURCH EVANGELISM PRACTICUM (3)**

This course is designed to help the student understand social trends, how to reach the unchurched, how to develop a relevant plan.

**MIN.555 – PASTORAL ADMINISTRATION PRACTICUM (12)**

This course will provide the student the opportunity for training in the operation of daily pastoral administration of a church and/or church school. **Available based on Administrative Approval.**

**MIN.560 – APOLOGETICS (3)**

This course will define the basic activity of Apologetics, and seek to acquire an understanding of the vocabulary, review several systems as to how these systems address and understand the truth within a particular worldview. A focus will be placed upon the Theistic worldview and the problems related thereto.

**MIN.600 – PRINCIPLES OF CHURCH MANAGEMENT (3)**

A study of church management from a systems analysis perspective designed to assist students in establishing a church program, organizing a financial system, and developing a leadership structure utilizing time management.

**MIN.601 – PRINCIPLES OF CHURCH MANAGEMENT II (3)**

Part II of a study on church management from a systems analysis perspective designed to assist students in establishing a church program, organizing a financial system, and developing a leadership structure utilizing time management.

**MIN.609 – TIME & MONEY MANAGEMENT (3)**

Consideration will be given to the scope of effectively managing time and money. Understanding the Biblical Principles of basic finance and timing may also be discussed.

**MIN.611 – ADVANCED HOMILETICS I (3)**

Here is a course designed to make you a better minister. The methods of speaking used by some outstanding ministers will be studied to apply their techniques to the student's ministry. This course will also give a study of the method of outlining step by step the process of preparing and delivering an effective anointed and relevant sermon/message.

**MIN.612 – PRINCIPLES OF CHURCH LEADERSHIP (3)**

An overview of church leadership to include the following: qualification for leadership in the local church, attitudes of the successful leader, basic principles of leadership, profiles of the successful leader, relationships in leadership, understanding delegation, handling conflicts among leaders, and an example of a successful leader.

**MIN.613 – MINISTRY OF GROWTH (3)**

This study helps the student prepare for church planting and congregational growth of established churches. Theories of modern marketing research coupled with methods of application to religious endeavors are studied and critically analyzed. The student will actively participate in a church growth program, with emphasis on the application of other principles learned.

**MIN.704 – CHURCH RECORDS (3)**

Consideration will be given to the scope of church clerical work. Included in the study will be the qualifications, opportunities, challenges, and responsibility of the church clerical workers to include visitation to observe this in action.

**MIN.707 – THE CHURCH LIBRARY (3)**

A study of the library in the local church from the standpoint of need room, equipment, librarian, and selection of books, classification, and card catalog and use to include a comparative analysis of various churches.

**MIN.801 – CHURCH OFFICERS (3)**

The qualifications, duties, and opportunities of church officers will be reviewed. Consideration will be given to the planning of proper buildings and the use of these. (Christian Education, Church Membership expansion, etc.).

**MIN.802 – TRAINING IN CHURCH MEMBERSHIP & OFFICERS (3)**

A study of the program of training individual members for more active intelligent, and effective work in the local church.

**MIN.900 – EFFECTIVE PREACHING (3)**

This course is designed to make the student a more effective minister. The methods of speaking used by some outstanding ministers will be studied to apply their techniques to the student's ministry. A study of the method of outlining step by step the process of preparing and delivering an effective sermon.

**MIN.901 – CHURCH GROWTH PRINCIPLES (3)**

An investigation of the theological, sociological, and statistical dimensions of church growth, with emphasis on allowing for cultural differences. This study helps the student prepare for church planting and congregational growth of established churches. Theories of modern marketing research coupled with methods of application to religious endeavors are studied and critically analyzed. The student will actively participate in a church growth program, with emphasis on the application of other principles learned.

# MISSION

## **MIS.405 – PRINCIPLES OF CHURCH GROWTH (3)**

Overview of contemporary world demographic trends, urbanization, refugees, minority groups, inner-city ministry in the U.S., and non-western areas. Also, a critical analysis of evangelization and social concern with Pentecostal perspective.

## **MIS.501 – INTERCULTURAL STUDIES (3)**

Overview of major concepts of cultural anthropology from the viewpoint of Christian ministry; ethnic diversity, kinship systems, world view, societal structures, language, and thought processes. Study of western and eastern cultural relativism with the Gospel.

## **MIS.502 – PSYCHOLOGY OF INTERCULTURAL MINISTRY (3)**

Study of principles of psychological anthropology as relevant to intercultural ministry. Survey of the relationship between culture and personality, character, world view. Attention is given to socialization and human development.

## **MIS.503 – EVANGELISM AND CULTURAL CHANGE (3)**

The study of evangelism from a biblical and applied perspective with special emphasis on an understanding of the implementation of anthropological insight into cultural change and cross-cultural communication.

## **MIS.504 – PRINCIPLES OF LANGUAGE (3)**

Intro to linguistics, phonology, and syntax. Recognizing the regular processes underlying seemingly irregular patterns to facilitate language learning and translation. Practical experiences with living and classical-biblical languages are stressed.

## **MIS.505 – THEOLOGY OF THE CHURCH AND MISSIONS (3)**

A systematic study of the theology of the church with missions. The form and function of the church's organizational behavior on behalf of missions. A critical analysis of this behavior.

## **MIS.506 – CROSS-CULTURAL COMMUNICATIONS (3)**

Current communication theories as they bear upon barriers to effectual communication by persons from western cultures in non-western settings; verbal and non-verbal communication; role and status as culturally prescribed communication factors; perception as culturally structured.

## **MIS.507 – COMMUNICATION THEORY & HUMAN BEHAVIOR (3)**

Survey of the principles of modern communication theory. A psychological approach to interpersonal communications. Motivational theories are related to speech habits in the evangelical world of perception.

## **MIS.508 – CHURCH GROWTH PRINCIPLES I (3)**

An investigation of the theological, sociological, and statistical dimensions of church growth, with emphasis on allowing for cultural differences. This study helps the student prepare for church planting and congregational growth of established churches

**MIS.509 – CHURCH GROWTH PRINCIPLES II (3)**

Theories of modern marketing research coupled with methods of application to religious endeavors are studied and critically analyzed.

**MIS.550 – INDEPENDENT RESEARCH IN MISSIONS I (3)**

Directed reading/study of a subject the Student and Academic Advisor choose, related to missions.

**MIS.560 – PRACTICUM IN CROSS-CULTURAL MINISTRY (3)**

An opportunity to learn in a cross-cultural setting. Value systems, subcultural needs, and Kingdom of God principles are explored. The student may work in a multi-cultural community of the United States or abroad.

**MIS.570 – PRACTICUM IN CHURCH GROWTH PRINCIPLES I (3)**

The student will actively participate in a church growth program, with emphasis on application of the principles learned in MIS.508 and MIS.509.

**MIS.601 – RELIGION IN CULTURE (3)**

A study of unity and diversity of religion in human societies. Included is a survey of particular ethnic-religious systems and universalist, world religion; folk religion as a system; and Christianity in the context of North American Society.

**MIS.602 – CONTEMPORARY MISSIONS STRATEGIZING (3)**

Overviews of the dynamics of historical mission's growth in selected world areas; contemporary structures and approaches; strengths and weaknesses of the church growth movement; and the indigenous church principle; the Holy Spirit and Pentecostal growth in the non-western world.

**MIS.603 – DEVELOPING INDIGENOUS LEADERSHIP (3)**

Study of concepts and patterns of leadership and authority in western and non-western cultures and examination of scriptural teaching. Practical issues include the recognition, nurture, and training of indigenous leaders and the pitfalls of remaking them into western-style leaders.

**MIS.604 – POPULATION TRENDS AND MISSIONS (3)**

Overview of contemporary world demographic trends, urbanization, refugees, minority groups, inner-city ministry in the United States, and non-western areas. Also, a critical analysis of evangelization and social concern with Pentecostal perspective.

**MIS.605 – PERSUASION AND MISSION MINISTRY (3)**

This course gives to the minister, preacher, and lay witness tools to respond better to Christ's command to "Go and be my witnesses." Practically organized to include the mechanics, techniques, and how to influence ethnically people to make decisions for Christ.

**MIS.650 – INDEPENDENT RESEARCH IN MISSION II (3)**

Directed reading/study of a subject chosen by the student and his academic advisor related to the mission's field. **Available based on Administrative Approval.**

**MIS.660 – PRACTICUM IN CROSS-CULTURAL MINISTRY II (3)**

The student may work in a multi-cultural community of the United States or abroad. **Available based on Administrative Approval.**

### **MIS.670 – PRACTICUM IN CHURCH GROWTH PRINCIPLES II (3)**

The student will instigate a church growth program with an emphasis on the application of the principles learned in MIS.508, MIS.509, and MIS.550. **Available based on Administrative Approval.**

## **MUSIC**

### **MUS.100 – BASIC CHURCH MUSIC (3)**

An introduction of how we arrived at worship choruses. This includes attending a worship service to make observations on all of the music presented during the service.

## **PHILOSOPHY**

### **PHI.103 – THEISM (3)**

Comprehensive teaching of the doctrine of theology and the study of God. This course also includes an analysis of biblical names and the application of how the study of God is viewed on a panoramic scale.

### **PHI.301 – INTRODUCTION TO CHRISTIAN PHILOSOPHY (3)**

An introduction to the major problems of philosophy with ancient and modern proposals of solutions. Emphasizes notable Christian thinkers.

### **PHI.302 – CHRISTIAN ETHICS (3)**

This course is designed to work at moral integrity, honesty, obedience to authority, and trustworthiness. This course is also to make known unto students the Holy scriptures, which can make them wise unto salvation through faith, which is in Jesus Christ, and for reproof, correction, and for instruction in righteousness that the ministers of God may be thoroughly furnished unto good works.

### **PHI.500 – INTRODUCTION TO PHILOSOPHY OF RELIGION (3)**

An introduction to the nature of religion and religious experience and the metaphysical, epistemological, and ethical problems involved in examining their meaning.

### **PHI.501 – WESTERN PHILOSOPHIES OF RELIGION (3)**

A study of the nature and experience of Western religions and the metaphysical, epistemological, and ethical problems involved in examining their meaning.

### **PHI.502 – AMERICAN PHILOSOPHIES IN RELIGION (3)**

A study of the nature and experience of American religions and the metaphysical, epistemological, and ethical problems involved in examining their meaning.

### **PHI.503 – THEISM (3)**

Comprehensive teaching of the doctrine of theology and the study of God. This course also includes an analysis of biblical names and the application of how the study of God is viewed on a panoramic scale.

**PHI.504 – CHRISTIAN ETHICS (3)**

This course is designed to work at moral integrity, honesty, obedience to authority, and trustworthiness. This course is also to make known unto students the Holy scriptures, which can make them wise unto salvation through faith, which is in Jesus Christ, and for reproof, correction, and for instruction in righteousness that the ministers of God may be thoroughly furnished unto good works.

**PHI.600 – RELIGIOUS EPISTEMOLOGY (3)**

A study of the nature and scope of knowledge. Consideration will be given to the following: “What is knowledge?”, “How is knowledge acquired?”, and “What do people know?”.

**PHI.602 – RECENT TRENDS IN RELIGION (3)**

A comparison of recent changes and trends in religion.

**PHI.603 – METHODS OF CRITICAL THINKING (3)**

An overview of selected topics on contemporary Anglo-American philosophy.

**PHI.701 – READINGS IN PHILOSOPHY OF RELIGION (3)**

\* See Dean for course content.

**PHI.702 – READINGS IN PHILOSOPHY OF RELIGION (3)**

\* See Dean for course content.

**PHI.703 – RESEARCH IN PHILOSOPHY OF RELIGION (3)**

This course focuses on the research and preparation of that research for the dissertation. Students will learn how to organize knowledge within their field for proper presentation. Part 1

**PHI.704 – RESEARCH IN PHILOSOPHY OF RELIGION (3)**

This course focuses on the research and preparation of that research for the dissertation. Students will learn how to organize knowledge within their field for proper presentation. Part 2

## PSYCHOLOGY

**PSY.201 – INTRODUCTION TO CHRISTIAN PSYCHOLOGY (3)**

Introduction to the scientific study of human behavior with emphasis on Biblical example.

**PSY.202 – EDUCATIONAL CHRISTIAN PSYCHOLOGY (3)**

Concepts and principles for promoting learning and effectively managing the classroom, with emphasis on Christian Schools. Emphasis on key points of instructional objectives. Theories of developmental learning.

**PSY.203 – ABNORMAL PSYCHOLOGY (3)**

The principles of general psychology as applied to the field of psychopathology. Descriptions of different treatment methods for the emotionally and mentally ill are given.

**PSY.204 – CHRISTIAN ADJUSTMENT & MENTAL (3)**

An in-depth study of the process by which people try to cope with and learn to adapt to their problems, with emphasis on New Testament teachings regarding this process.

**PSY.225 – BECOMING A NOBLE WOMAN (3)**

\* See Dean for course content.

**PSY.304 – BIBLICAL FOUNDATION FOR COUNSELING (3)**

An intensive study of the Bible to determine the Biblical psychology of man with the student being led to determine principles of counseling that are both Biblically and psychologically sound.

**PSY.308 – CHRISTIAN CHILD DEVELOPMENT (3)**

An analysis of the cultural, social, and emotional aspects of child development from birth to adolescence. Emphasis is placed on studying the acquisition and development of behavior throughout the developmental period and the influence Biblical teachings exert.

**PSY.325 – PREPARING FOR MARRIAGE (3)**

A study on how to conduct a six to eight session counseling program. Consideration will be given to finances, sex, family, and spiritual life.

**PSY.400 – CHRISTIAN MARRIAGE AND THE FAMILY (3)**

This is a course in marriage enrichment, which provides many of the answers couples need for making their marriage better even saving them.

**PSY.401 – CHRISTIAN SOCIAL PSYCHOLOGY (3)**

A survey of social phenomena that affect individual behavior and the influence of Biblical lifestyles exert upon behavior. Topics include attitudes, affiliation, aggression, altruism, a person's perception, social interaction, social influence, and group dynamics.

**PSY.402 – PSYCHOLOGY OF JESUS (3)**

\* See Dean for course content.

**PSY.408 – METHODS OF BIBLICAL COUNSELING (3)**

\* See Dean for course content.

**PSY.411 – PSYCHOLOGY OF BIBLICAL COUNSELING (3)**

An exploration of the methods and applications of the Bible in psychological counseling.

**PSY.425 – MARRIAGE RELATIONSHIPS (3)**

An introduction to the family as an institution and a focus on preparing the individual for marriage and family life by emphasizing mate selection, adjustment, family member status and role, socialization process, social control, change of family structure, and social class and mobility aspects.

**PSY.501 – SOUL DYNAMICS (3)**

\* See Dean for course content.

**PSY.502 – HISTORICAL SURVEY OF ALT. THERAPIES (3)**

\* See Dean for course content.

**PSY.503 – BIBLICAL COMPONENTS OF MAN (3)**

\* See Dean for course content.

**PSY.504 – PRINCIPLES OF ABUNDANT LIVING (3)**

\* See Dean for course content.

**PSY.505 – GOVERNING YOUR SPEECH (3)**

\* See Dean for course content.

**PSY.506 – FEAR; THE BLESSINGS AND THE BANE (3)**

\* See Dean for course content.

**PSY.508 – SELF CORRECTIVE COUNSELING (3)**

\* See Dean for course content.

**PSY.509 – PASTORAL COUNSELING (3)**

\* See Dean for course content.

**PSY.510 – CONTROL QUALITY QUOTIENT TESTING (3)**

\* See Dean for course content.

**PSY.512 – CLINICAL SEMINARS (3)**

Student interaction and involvement in psychology seminar experience.

**PSY.601 – PERSONAL RESTRUCTURING / BIBLICAL PRINCIPLES (3)**

\* See Dean for course content.

**PSY.602 – ULTIMATE THERAPY / UNDERMINING GUILT (3)**

\* See Dean for course content.

**PSY.603 – CORRECTIVE SECULAR COUNSELING (3)**

\* See Dean for course content.

**PSY.604 – DIVORCING DIVORCE (3)**

\* See Dean for course content.

**PSY.605 – HARNESSING EMOTIONS (3)**

Students will recognize and deal with depression, fear, anger, guilt and anxiety in personal and ministerial experiences. The student will better understand the correlation between emotional, physical, and spiritual well-being and learn how to experience more joy in life.

**PSY.606 – CLINICAL WORKSHOP (3)**

Student interaction and involvement in psychology counseling experience.

**PSY.607 – ARRESTING ADDICTION (3)**

\* See Dean for course content.

**PSY.608 – COUNSELING INSIGHTS / BIBLICAL LANGUAGE (3)**

\* See Dean for course content.

**PSY.701 – SEARCHING FOR SUGGESTIVE SCIENCES (3)**

\* See Dean for course content.

**PSY.702 – FORSAKING WORK, ANXIETY & DEPRESSION (3)**

\* See Dean for course content.

**PSY.703 – PERFECT MAN (3)**

\* See Dean for course content.

**PSY.704 – SUCCESSFUL FAMILY DYNAMICS (3)**

\* See Dean for course content.

**PSY.705 – POSITIVE PROGRAMMING (3)**

\* See Dean for course content.

**PSY.706 – DEATH WITHOUT GRIEF (3)**

\* See Dean for course content.

**PSY.707 – ADVANCED SOUL CONTROL (3)**

\* See Dean for course content.

**PSY.708 – DEFUSING THE DEFEATER, DISEASED, DISABLE (3)**

\* See Dean for course content.

**PSY.709 – TRANSLATING SYMPTOMS (3)**

\* See Dean for course content.

**PSY.710 – RE-CONTROLLING YOUR LIFE (3)**

\* See Dean for course content.

**PSY.711 – RESEARCH & METHODS / BIBLIOGRAPHY (3)**

An overview of the preparation of research. Students will learn to organize knowledge within their field for presentation. This course requires students to present a proposal for review and analysis. Various patterns, trends, and new forms of ministry will be explored.

**PSY.712 – DISSERTATION RESEARCH (12)**

This is a comprehensive integrated graduate-level course combining all the language basics – composition, grammar, punctuation, reading, writing, interviewing, and research skills (doctoral candidates).

**PSY.714 – INTERNSHIP 1 (3)**

Student interaction and involvement in psychological counseling experience (90 hours).  
**Available based on Administrative Approval.**

**PSY.715 – INTERNSHIP 2 (3)**

Student interaction and involvement in psychological counseling experience (90 hours).  
**Available based on Administrative Approval.**

# SOCIOLOGY

## **SOC.301 – GENERAL CHRISTIAN SOCIOLOGY (3)**

A survey covering most of the basic categories of the sociology curriculum with an emphasis on the scientific method of studying social interaction and the products of social interaction, including culture, socialization, and the church.

# THEOLOGY

## **THY.101 – BIBLE DOCTRINE (3)**

Introduces the student to the study of doctrinal truth; to provide a sound scriptural basis for faith; and to acquaint the student with doctrinal errors, which can hinder the development of Christian character.

## **THY.102 – SYSTEMATIC THEOLOGY (3)**

This course includes two sections; anthropology and pneumatology. Approximately one-third of the course is devoted to a study of the Orthodox doctrines related to the study of man. The remaining portion is a survey of the person and the work of the Holy Spirit.

## **THY.102A – ECCLESIOLOGY (3)**

Understanding the study of the church and its purpose.

## **THY.103 – CONFESSION & PERSEVERANCE (3)**

\* See Dean for course content.

## **THY.123 – PASTORAL INSIGHTS (3)**

\* See Dean for course content.

## **THY.130 – REALITIES OF THE NEW CREATION (3)**

\* See Dean for course content.

## **THY.200 – HERMENEUTICS (3)**

A detailed study of the science and laws commonly used to explain the language, thought, and interpretation of the Bible. The principles, methods, and rules by which a true and exact meaning of the Scriptures may be ascertained are established and classified.

## **THY.201 – CHRISTIAN THEOLOGY (3)**

A study of the doctrine of the scripture, including revelation, inspiration, canonicity, and authority.

## **THY.202 – HERMENEUTICS (3)**

A detailed study of the science and laws commonly used to explain the language, thought, and interpretation of the Bible. The principles, methods, and rules by which a true and exact meaning of the Scriptures may be ascertained are established and classified.

## **THY.203 – DOMINANT FAITH (3)**

\* See Dean for course content.

**THY.204 – SYSTEMATIC THEOLOGY (3)**

This course includes two sections; anthropology and pneumatology. Approximately one-third of the course is devoted to a study of the Orthodox doctrines related to the study of man. The remaining portion is a survey of the person and the work of the Holy Spirit.

**THY.205 – STEWARDSHIP (3)**

An overview of how to properly manage God's resources.

**THY.215 – MEN OF THE BIBLE (3)**

An exploration of what the Bible teaches about men and getting a better understanding of the contributions they made. Insight into various men's life in scripture with powerful life lessons for men of today will also be explored.

**THY.219 – SOTERIOLOGY (3)**

The provision of Salvation through Jesus Christ and the application of it by the Spirit.

**THY.225 – PATHWAYS TO SPIRITUAL UNDERSTANDING (3)**

\* See Dean for course content.

**THY.300 – FUNDAMENTAL CHRISTIAN PERSPECTIVE (3)**

\* See Dean for course content.

**THY.301 – CHRISTIAN THEOLOGY II (3)**

A study of the Bible teachings on the scriptures, God, the Trinity, Jesus Christ, and the Holy Spirit.

**THY.302 – DIMENSIONS IN PRAYER (3)**

This course is designed to teach the student God's Principles of prayer combined with a Ministry of Prayer for effectiveness in Ministry.

**THY.304 – DOCTRINE OF THE SCRIPTURES (3)**

A study of the doctrine of scriptures including revelation, inspiration, canonicity, and authority.

**THY.305 – THEOLOGY OF THE HOLY SPIRIT (3)**

\* See Dean for course content.

**THY.306 – SOUND DOCTRINE (3)**

\* See Dean for course content.

**THY.307 – CHARISMATIC THEOLOGY (3)**

A study of the history and teaching of the doctrine of the Holy Spirit within the context of the New Testament, the theological teachings of the early Church Fathers, and contemporary theological expressions of the Holy Spirit's supernatural gifts.

**THY.309 – PRAYER & FASTING (3)**

A study designed to assist the student in evaluating and developing a life of prayer and fasting. Explores various approaches to prayer and fasting that have been described in Scripture and by Christian leaders.

**THY.310 – FAITH PRINCIPLES (3)**

\* See Dean for course content.

**THY.312 – PRESENCE OF GOD (3)**

\* See Dean for course content.

**THY.314 – DIVINE HEALING (3)**

An exploration of the theological and historical roots of the doctrine and practice of divine healing from the Apostolic period to the present, with special emphasis on the movement as it developed in America during the 19<sup>th</sup> and 20<sup>th</sup> centuries.

**THY.315 – HERMENEUTICS & RESEARCH I (3)**

A study and preparation for the exegesis and exposition of the scriptures.

**THY.331 – LIFESTYLE OF THE BELIEVER (3)**

Understanding the lifestyle of the believer, compared to the lifestyle of the non-believer. You take an in-depth look into the scriptures to find what you believe is right for you and your congregation.

**THY.399 – BACHELOR RESEARCH (3)**

Guidance in the method for researching topics related to the topic of bachelor's candidates.

**THY.401 – THEISM (3)**

Comprehensive teaching of the doctrine of theology and the study of God. This course also includes an analysis of biblical names and the application of how the study of God is viewed on a panoramic scale.

**THY.402 – WORLD RELIGIONS (3)**

\* See Dean for course content.

**THY.403 – CULTS & ISMS (3)**

\* See Dean for course content.

**THY.408 – CHRISTIOLOGY I (3)**

Part 1 of biblical, historical, and theological exploration of the person and work of Christ, with special reference to the practical implications of this doctrine for the disciple-making mission of the church.

**THY.409 – CHRISTIOLOGY II (3)**

Part 2 of biblical, historical, and theological exploration of the person and work of Christ, with special reference to the practical implications of this doctrine for the disciple-making mission of the church.

**THY.410 – THEOLOGY OF JESUS CHRIST (3)**

A study of the person, claims, and works of Jesus Christ.

**THY.411 – CULTS, CHRISTIANITY, AND RELIGION (3)**

A study of modern heresies and cults professing to be Christian and methods of dealing scripturally with them.

**THY.412 – THE NATURE OF MAN (3)**

\* See Dean for course content.

**THY.413 – DEMONOLOGY (3)**

A study of the Satanic movement in this present age, including witchcraft, demonism, psychic phenomena, astrology, and the church of Satan.

**THY.414 – PNEUMATOLOGY (3)**

A biblical, theological, and practical study of the Holy Spirit's person and ministry concerning the Holy Trinity, the believer, the Church, and the world.

**THY.415 – PNEUMATOLOGY II (3)**

A study designed to give the student's an understanding of the whole man; spirit, soul, and body; how God leads man by His Spirit; the different anointing of God; and how to operate under the leading of the Holy Spirit.

**THY.416 – APOLOGETICS (3)**

This course will define the basic activity of Apologetics, and seek to acquire an understanding of the vocabulary, review several systems as to how these systems address and understand the truth within a particular worldview. A focus will be placed upon the Theistic worldview and the problems related thereto.

**THY.420 – THEOLOGY & THERAPY (3)**

\* See Dean for course content.

**THY.501 – SYSTEMATIC THEOLOGY I (3)**

This course includes two sections; anthropology and pneumatology. Approximately one-third of the course is devoted to a study of the Orthodox doctrines related to the study of man. The remaining portion is a survey of the person and the work of the Holy Spirit.

**THY.501A – SECOND COMING OF CHRIST (3)**

\* See Dean for course content.

**THY.502 – SYSTEMATIC THEOLOGY II (3)**

This course is also known as the Doctrine of the Scriptures. Please refer to your Statement of Faith and any recommended books of your Denomination. Prove your Statement of Faith as sound doctrine by providing scripture references and written explanations.

**THY.502B – DIMENSION IN PRAYER (3)**

This course is designed to teach the student God's Principles of prayer combined with a Ministry of Prayer for effectiveness in Ministry.

**THY.503 – PASTORAL THEOLOGY (3)**

An examination of the way God's rule in one's own life causes positive changes in relationships to boards, committees, study groups, and staff.

**THY.503A – ECCLESIOLOGY (3)**

Understanding the study of the church and its purpose.

**THY.505 – DOCTRINE OF THE SCRIPTURES (REVELATION) (3)**

A study of the doctrine of the scripture, including revelation, inspiration, canonicity, and authority.

**THY.506 – DOCTRINE OF GOD (3)**

A study of the doctrine of God. His nature, attributes, personality, and work.

**THY.508 – DOCTRINE OF THE CHURCH (3)**

A study of the origin, organization, leaders, ordinances, and the functions of the Christian ecclesia.

**THY.509 – DOCTRINE OF PROPHECY (3)**

A survey of the great prophetic themes and events of the future, with emphasis on the sequence of events in the future.

**THY.510 – CONTEMPORARY THEOLOGY (3)**

An analytical study of 19<sup>th</sup> and 20<sup>th</sup>-century theology in its historical context, including liberalism, fundamentalism, neo-orthodoxy, and contemporary deviationism. Reading requirements include a survey of recent approaches in contemporary theology.

**THY.511 – HERMENEUTICS AND BIBLE EXPOSITION I (3)**

Thorough preparation for the exegesis and exposition of the English Bible. After a survey of the historical schools of hermeneutics, the principles of the Historical-Grammatical method of interpretation will be studied.

**THY.512 – HERMENEUTICS AND BIBLE EXPOSITION II (3)**

This course is designed to familiarize the student with the science of interpretation as related to the Biblical text. The principles of exegesis and hermeneutics will be emphasized in studying scripture, particularly the interpretation of Scripture in light of its contextual, historical, grammatical, and theological content.

**THY.514 – DOCTRINE OF JESUS CHRIST (3)**

A study of the person, claims, and work of Jesus Christ.

**THY.515 – DOCTRINE OF THE HOLY SPIRIT (3)**

A study of the doctrine of the Holy Spirit, including His Person and His work.

**THY.516 – DOCTRINE OF ANGELS, SATAN AND DEMONS (ANGELOLOGY) (3)**

A study of the origin, character, and functions of angelic beings, including Satan and the demons.

**THY.517 – DOCTRINE OF MAN AND SIN (3)**

A study of the truths regarding man and sin, including the depravity of man and the nature and consequences of sin.

**THY.518 – DOCTRINE OF HOLINESS (3)**

A careful examination of the biblical and theological foundations of the entire sanctification.

**THY.519 – SOTERIOLOGY (3)**

The provision of Salvation through Jesus Christ and the application of it by the Spirit.

**THY.550 – INDEPENDENT RESEARCH IN THEOLOGY I (3)**

Directed research/readings under the supervision of an Academic Advisor to meet the needs/interests of the student. **Available based on Administrative Approval.**

**THY.552 – DIMENSION IN PRAYER (3)**

This course is designed to teach the student God's Principles of prayer combined with a Ministry of Prayer for effectiveness in Ministry.

**THY.601 – HERMENEUTICS II (3)**

A detailed study of the science and laws commonly used to explain the language, thought, and interpretation of the Bible. The principles, methods, and rules by which a true and exact meaning of the Scriptures may be ascertained are established and classified.

**THY.602 – ROMAN CATHOLIC THEOLOGY (3)**

A study of the theology of the 20th century Roman Catholic Church.

**THY.603 – LUTHERAN THEOLOGY (3)**

A study of the theology of the 20th century Lutheran Church.

**THY.604 – JOHN CALVIN'S THEOLOGY (3)**

A detailed study of the theological beliefs of John Calvin and his followers.

**THY.605 – MESSIANIC JEWISH WORSHIP (3)**

A study of the Messianic worship of the Jewish people, both historic and modern-day.

**THY.606 – JEWISH CUSTOM AND MANNERS (3)**

A study of the customs and mannerisms of the Jewish people, both historic and modern-day.

**THY.607 – THEOLOGY OF THE PENTATEUCH (3)**

A consideration of the foundational doctrines of Systematic theology revealed in the Pentateuch.

**THY.608 – JOHANINE THEOLOGY (3)**

A study of the contribution made to the theology of the writings of the Apostle John.

**THY.609 – PAULINE THEOLOGY (3)**

A study of the topology of the writings of the Apostle Paul and their impact on the foundation of Systematic Theology.

**THY.610 – CONTEMPORARY RELIGIOUS THOUGHT (3)**

Readings and directed research in contemporary trends in American intellectual and theological thought.

**THY.611 – DISPENSATIONALISM (3)**

A comprehensive study of the Biblical interpretation known as dispensationalism, including its history, application to hermeneutics, soteriology, ecclesiology, and eschatology. The course includes a contemporary review of current Biblical support and alternative positions.

**THY.612 – HISTORICAL THEOLOGY I - MEDIEVAL (3)**

An examination of the background, issues, and theologians in the Age of the Fathers and the Middle Ages to AD 1500.

**THY.613 – HISTORICAL THEOLOGY II - REFORMATION (3)**

An examination of the background, issues, principal leaders, causative factors, and theological models of the major movements within the sixteenth century.

**THY.614 – HISTORICAL THEOLOGY III - MODERN (3)**

A study of the development of Christian theology from the time of the reformation through the nineteenth century.

**THY.631 – COMPARATIVE CHURCH DOCTRINE (3)**

A study of the doctrines of the Christian faith in their interrelatedness as integral parts of an organic whole; examined in the light of their Biblical foundations, historic development, philosophical presuppositions, and practical applications.

**THY.689 – THESIS RESEARCH (6)**

*Prerequisite:* Three (3) semesters of LAG.203 – Practical English or successful completion of the English Challengers Examination. This is a comprehensive integrated graduate-level course combining all the language basics – composition, grammar, punctuation, reading, writing, interviewing, and research skills (master’s candidates).

**THY.699 – RESEARCH & METHODS / BIBLIOGRAPHY (3)**

An overview of the preparation of research. Students will learn to organize knowledge within their field for presentation. This course requires students to present a proposal for review and analysis. Various patterns, trends, and new forms of ministry will be explored.

**THY.900 – SYSTEMATIC THEOLOGY (3)**

This course includes two sections; anthropology and pneumatology. Approximately one-third of the course is devoted to a study of the Orthodox doctrines related to the study of man. The remaining portion is a survey of the person and the work of the Holy Spirit.

## CERTIFICATES, DIPLOMAS & DEGREES OFFERED

### **Certificate Program – 30 units required**

*Certificate of Ministry*

### **Diploma Program – 45 units required**

*Diploma of Ministry*

### **Associate Program – 60 units required**

*Associate of Biblical Studies (ABS)*

### **Bachelor's Degree Programs – 120 units required**

*Bachelor of Biblical Studies*

*Bachelor of Arts in Biblical Studies*

*Bachelor of Biblical Counseling*

*Bachelor of Arts in Biblical Counseling*

*Bachelor of Church Administration*

*Bachelor of Arts in Church Administration*

*Bachelor of Religious Education*

*Bachelor of Sacred Music*

*Bachelor of Theology*

*Bachelor of Arts in Theology*

### **Master's Degree Programs – 30-45 units above bachelor's required**

*Master of Divinity*

*Master of Biblical Counseling*

*Master of Arts in Biblical Counseling*

*Master of Church Administration*

*Master of Arts in Church Administration*

*Master of Religious Education*

*Master of Arts in Religious Education*

*Master of Sacred Music*

*Master of Arts in Sacred Music*

*Master of Theology*

*Master of Arts in Theology*

### **Doctoral Degree Programs- 60 – 90 units above master's required**

*Doctor of Ministry*

*Doctor of Religious Education*

*Doctor of Philosophy in Church Administration*

*Doctor of Philosophy in Biblical Counseling*

*Doctor of Philosophy in Religious Studies*

*Doctor of Theology*

## PREREQUISITES: DIVISION OF STUDIES

### CERTIFICATE OF MINISTRY (30 UNITS)

Completion of thirty (30) semester units of study as prescribed, with a minimum of eighteen (18) semester units completed at Ministerial Training Institute. Credit for courses taken at other schools may be granted by the President or Dean's Office.

Certificate of Ministry can be obtained through correspondence courses.

#### 1st Semester

MIN.155	Homiletics	3 units
LAG.101	English Bible Grammar	3 units
BIB.101	Old Testament Survey	3 units
BIB.203	New Testament Survey	3 units
THY.202	Hermeneutics	<u>3 units</u>
		15 units

#### 2nd Semester

HIS.140A	Church History	3 units
THY.101	Bible Doctrine	3 units
LAG.201	Practical English	3 units
MIN.115	Evangelism	3 units
BIB.201B	Pentateuch	<u>3 units</u>
		15 units

- **Subject to Change**

## PREREQUISITES: DIVISION OF STUDIES

### DIPLOMA OF MINISTRY (45 UNITS)

A Diploma of Ministry is earned after the completion of 45 units of bible coursework.

Generally, 45 units can be earned in three-semester modular with 15 units earned each semester. Each semester is 16 weeks. Students are required to do six to eight (6-8) hours of independent study weekly.

Classes will vary each semester modular. Classes for Diploma of Ministry are generally the first, 1 ½ year courses offered.

#### **1st Semester**

MIN.155	Homiletics	3 units
LAG.101	English Bible Grammar	3 units
BIB.101	Old Testament Survey	3 units
BIB.203	New Testament Survey	3 units
THY.202	Hermeneutics	<u>3 units</u>
		15 units

#### **2nd Semester**

HIS.140A	Church History	3 units
THY.101	Bible Doctrine	3 units
LAG.201	Practical English	3 units
MIN.115	Evangelism	3 units
BIB.201B	Pentateuch	<u>3 units</u>
		15 units

#### **3rd Semester**

BIB.205A	The Synoptic Gospels	3 units
BIB.242	Spiritual Warfare	3 units
THY.204	Systematic Theology	3 units
BIB.225	Book of Hebrews	3 units
THY.201	Christian Theology	<u>3 units</u>
		15 units

- **Subject to Change**

## PREREQUISITES: DIVISION OF STUDIES

### ASSOCIATE OF BIBLICAL STUDIES (60 UNITS)

Students must have completed sixty (60) semester units with a minimum of 45 taken at Ministerial Training Institute to earn an ABS degree.

#### 1st Semester

MIN.155	Homiletics	3 units
LAG.101	English Bible Grammar	3 units
BIB.101	Old Testament Survey	3 units
BIB.203	New Testament Survey	3 units
THY.202	Hermeneutics	<u>3 units</u>
		15 units

#### 2nd Semester

HIS.140A	Church History	3 units
THY.101	Bible Doctrine	3 units
LAG.201	Practical English	3 units
MIN.115	Evangelism	3 units
BIB.201B	Pentateuch	<u>3 units</u>
		15 units

#### 3rd Semester

BIB.205A	The Synoptic Gospels	3 units
BIB.242	Spiritual Warfare	3 units
THY.204	Systematic Theology	3 units
BIB.225	Book of Hebrews	3 units
THY.201	Christian Theology	<u>3 units</u>
		15 units

#### 4th Semester

BIB.310	Analysis of Romans	3 units
BIB.301B	Major Prophets	3 units
BIB.301C	Minor Prophets	3 units
THY.302	Dimension in Prayer	3 units
MIN.320	Praise and Worship	<u>3 units</u>
		15 units

- **Subject to Change**

## PREREQUISITES: DIVISION OF STUDIES

### BACHELOR OF BIBLICAL STUDIES (120 UNITS)

Students must have completed ABS requirements plus sixty (60) elective units, assessed, or transfer.

#### **Bachelor of Biblical Counseling (BBC) 120 Units**

##### **Bachelor of Arts in Biblical Counseling (Awarded with “secular” units earned)**

*Bachelor of Biblical Counseling Program shall consist of the same basic 60 core units as the Associate of Biblical Studies as well as 30 core units and 30 elective units.*

COU.331	Principles of Christian Counseling	3 units
COU.408	Christian Marriage and Family	3 units
COU.410	Pre-Marital Counseling	3 units
COU.415	Christian Counseling Practices	3 units
PSY.201	General Christian Psychology	3 units
PSY.204	Christian Adjustment and Mental	3 units
PSY.304	Biblical Foundation for Counseling	3 units
PSY.325	Preparing for Marriage	3 units
PSY.408	Methods of Biblical Counseling	3 units

#### **Bachelor of Church Administration (BCA) 120 Units**

##### **Bachelor of Arts in Church Administration (Awarded with “secular” units earned)**

*Bachelor of Church Administration Program shall consist of the same basic 60 core units as the Associate of Biblical Studies as well as 30 core units and 30 elective units.*

EDU.100	Christian School Development	3 units
EDU.101	Orientation Church School	3 units
EDU.304	Principles of Christian Teaching	3 units
EDU.402	Responsibilities of a Church School	3 units
MIN.320	Praise and Worship	3 units
MIN.401	Principles of Church Management	3 units
MIN.402	Principles of Church Administration	3 units
MIN.409	Time and Money Management	3 units
MIN.413	Ministry of Growth	3 units
PHI.302	Christian Ethics	3 units

#### **Bachelor of Religious Education 120 Units**

##### **Bachelor of Arts in Religious Education (Awarded with “secular” units earned)**

*Bachelor of Religious Education Program shall consist of the same basic 60 core units as the Associate of Biblical Studies as well as 36 core units and 24 elective units.*

EDU.100	Christian School Orientation	3 units
EDU.301	Christian Leadership	3 units
EDU.101	Christian School Orientation	3 units
EDU.304	Principles of Teaching	3 units
EDU.305	The Use of Stories	3 units
EDU.401	Building Christian Character	3 units
EDU.402	Responsibility of Church School	3 units
EDU.403	Christian Education of Children	3 units
EDU.410	Christian School Teaching Practicum	12 units

**Bachelor of Sacred Music (BSM) 120 Units****Bachelor of Arts in Sacred Music (BASM) (Awarded with “secular” units earned)**

*Bachelor of Sacred Music Program shall consist of the same basic 60 core units as the Associate of Biblical Studies as well as 36 core units and 24 elective units.*

MUS.141	Sacred Music Practicum	3 units
MUS.241	Sacred Music Practicum	3 units
MUS.301	Basic Sacred Music	3 units
MUS.302	Sacred Music Appreciation	3 units
MUS.303	Harmony I	3 units
MUS.307	Sacred Music Form and Analysis	3 units
MUS.341	Sacred Music Practicum	3 units
MUS.400	Sacred Music History	3 units
MUS.401	Sacred Music Composition	3 units
MUS.441	Sacred Music Practicum	3 units

**Bachelor of Theology (TH.B.) 150 Units**

*Bachelor of Sacred Music Program shall consist of the same basic 60 core units as the Associate of Biblical Studies as well as 42 core units and 48 elective units.*

MIN.400	Principles of Church Leadership	3 units
MIN.401	Principles of Church Management	3 units
MIN.402	Principles of Church Administration	3 units
MIN.409	Time and Money Management	3 units
THY.411	Cults, Christianity and Religion	3 units
THY.413	Demonology	3 units
THY.414	Pneumatology	3 units
THY.501	Systematic Theology	3 units
THY.502	Systematic Theology II	3 units
THY.502A	Systematic Theology	3 units
THY.780	Dissertation	12 units

- **Subject to Change**

## PREREQUISITES: DIVISION OF STUDIES

### MASTER'S DEGREE PROGRAMS (30-45 UNITS)

#### **Master of Divinity (M.Div.) 30 Units**

#### **Master of Arts in Biblical Studies (MABS) 30 Units**

*Candidates entering the Master of Divinity program shall have a bachelor's degree including thirty (30) units of prerequisites Biblical studies. Master of Divinity shall consist of 30 units of core subjects.*

*Candidates entering the Master of Arts in Biblical Studies program shall have a bachelor's degree including sixty (60) units of general education and thirty (30) units of prerequisites in Biblical studies. Master of Arts in Biblical studies shall consist of 30 units of core subjects:*

BIB.501	Old Testament Advanced Research I	3 units
BIB.503	New Testament Adv. Research I	3 units
MIN.501	Church Evangelism	3 units
MIN.511	Homiletics I	3 units
THY.410	The Theology of Jesus Christ	3 units
THY.411	Cults, Christianity and Religion	3 units
THY.501	Systematic Theology	3 units
THY.502	Systematic Theology II	3 units
THY.503	Pastoral Theology	3 units

#### **Master of Church Administration (MCA) 30 Units**

#### **Master of Arts in Church Administration (MACA) 30 Units**

*Candidates entering the Master of Church Administration program shall have a bachelor's degree including thirty (30) units of prerequisites Biblical Studies. In some cases, a candidate may request and receive an assessment for prerequisite requirements. Master of Church Administration shall consist of the following 18 units of core subjects and 12 units of elective subjects:*

*Candidates entering the Master of Arts in Church Administration program shall have a bachelor's degree including sixty (60) units of general education and thirty (30) units of prerequisite Biblical studies. The Master of Arts in Church Administration shall consist of the following 18 units of core subjects and 12 units of elective subjects:*

EDU.614	Theories of Appl. & Educ. Admin.	3 units
EDU.616	Church Personnel & Staff Dev.	3 units
EDU.660	Survey of Church Administration	3 units
MIN.504	Christian Ethics	3 units
MIN.704	Church Records	3 units
MIN.707	The Church Library	3 units
MIN.801	Church Officers	3 unit

### **Master of Biblical Counseling (MBC) 30 Units**

*Candidates entering the Master of Biblical Counseling program shall have a bachelor's degree including thirty (30) units of prerequisite Biblical Studies. Master of Biblical Counseling shall consist of the following 30 units of core subject plus 6 elective units.*

COU. 513	Counseling and Spiritual Authority	3 units
COU. 509	Substance Abuse Counseling	3 units
COU. 503	Learning to Counsel Effectively	3 units
COU. 511	Clinical Workshop & Supervised Practicum	12 units
COU. 900	Grief Counseling	3 units
COU. 901	Family and Marriage Counseling	3 units
LAG. 501AB	New Testament Greek I & II	6 units

### **Master of Sacred Music (MSM) 30 Units**

#### **Master of Arts in Sacred Music (MASM) 30 Units**

*Candidates entering the Master of Sacred Music program shall have a bachelor's degree including thirty (30) units of prerequisites Biblical studies and twenty-seven (27) undergraduate units in music. Master of Sacred Music shall consist of the following 30 units of core subjects:*

*Candidates entering the Master of Arts in Sacred Music program shall have a bachelor's degree including sixty (60) units of general education and thirty (30) units of prerequisites Biblical studies and twenty-seven (27) undergraduate units in music. Master of Arts in Sacred Music shall consist of the following 30 units of core subjects:*

MUS.501	Harmony II	3 units
MUS.503	Hymnology	3 units
MUS.504	Hymn Playing and Arranging	3 units
MUS.505	Sacred Music History II	3 units
MUS.506	Sacred Music Conducting	3 units
MUS.507	Music Literature	3 units
MUS.508	Advanced Composition I	3 units
MUS.509	Choir Material and Methods	3 units
MUS.521	Practicum in Sacred Music	6 units

### **Master of Theology (Th.M.) 36 Units**

*Candidates entering the Master of Theology program shall have a bachelor's degree including thirty (30) units of prerequisites in theology and Biblical studies. An 80-100-page thesis is required.*

THY.502	Systematic Theology	3 units
THY.305	Theology of Holy Spirit	3 units
THY.415	Pneumatology	3 units
THY.416	Apologetics	3 units
THY.512	Hermeneutics & Bible Exposition	3 units
THY.519	Soteriology	3 units
THY.552	Dimension in Prayer	3 units
BIB.502A	Synoptic Gospels	3 units
BIB.525	Advance Research Study in Hebrews	3 units
COU.513	Counseling & Spiritual Authority	3 units

# THESIS REQUIREMENTS

*Effective August 10, 2020*

Course Title	Course Due Dates
THY.689 Thesis Research	After completing 30 units
<b>Total units: 6</b>	<b>\$625.00 tuition due the date indicated on Student Worksheet</b>

30 units of coursework above your bachelor's degree are required before beginning the Master's in Theology. An 80-100 page thesis is due the date indicated on the Student Worksheet.

Graduate and undergraduate students must maintain at least a 3.60 GPA to take all four (4) practicum courses in one school year. Graduate and undergraduate students with less than a 3.60 GPA are eligible to take only one (1) practicum course per semester.

An initial conference call is required with the Chancellor and the Dean of Research Studies by the date indicated on the Student Worksheet. A free teleconference number will be distributed once the initial date and time are set.

The thesis topic must be reviewed and approved by the Chancellor and the Dean of Research Studies by the date indicated on the Student Worksheet.

**An initial \$300.00 payment** for reviewing the first thirty-five pages of the thesis is due to MTI by the date indicated on the Student Worksheet. If extra time is required to critique submissions, additional fees will be assessed at the **rate of \$50.00 per hour**. Please send a cashier's check or money order payable to MTI prior to the initial conference.

At the end of each month, the Dean of Research Studies will send invoices to MTI for payment for additional services rendered towards the thesis. Student is responsible for these costs.

Each student is required to attend monthly teleconferences with the Chancellor and the Dean of Research Studies for assessment purposes and to give a progress update.

The Student Worksheet serves as confirmation and agreement of continuance with the thesis program. A copy of the Student Worksheet will be given to the Dean of Research Studies and a copy placed in the MTI files. Receipt of the signed confirmation and the scheduling of the initial conference are requested by the date indicated on the Student Worksheet.

**These requirements apply to the following courses:**

- **THY.699 – RESEARCH & METHODS / BIBLIOGRAPHY (3)**  
An overview of the preparation of research. Students will learn to organize knowledge within their field for presentation. This course requires students to present a proposal for review and analysis. Various patterns, trends, and new forms of ministry will be explored.
- **THY.689 – THESIS RESEARCH (6)**  
*Prerequisite:* Three (3) semesters of LAG.203 – Practical English or successful completion of the English Challengers Examination. This is a comprehensive integrated graduate-level course combining all the language basics – composition, grammar, punctuation, reading, writing, interviewing, and research skills (master's candidates).

## PREREQUISITES: DIVISION OF STUDIES

### DOCTORAL DEGREE PROGRAMS (60-90)

#### **Doctor of Ministry (D.Min.) 60-90 Units**

*Candidates entering the Doctor of Ministry program shall have earned a master's degree including thirty (30) units of prerequisites biblical Studies. Doctor of Ministry shall consist of the following 24 units of core subjects and 15-26 units of elective subjects:*

ADM.501	Pastoral Leadership & Church Mgmt.	3 units
COU.513	Counseling & Spiritual Authority	3 units
COU.901	Family & Marriage Counseling	3 units
MIN.441D	Ministry Lab: Church Etiquette & Protocol	3 units
MIN.900	Effective Teaching and Preaching	3 units
THY.900	Systematic Theology	3 units
BIB.525	Advanced Study of the Book of Hebrews	6 units
EDU.679AB	Teaching Practicum	6 units
LAG.501AB	Accelerated New Testament Greek	6 units
COU.511	Clinical Workshop & Supervised Practicum	12 units
MIN.425	Pastoral Ministry Internship	12 units
MIN.555	Pastoral Administration Practicum	12 units

# DISSERTATION REQUIREMENTS

*Effective August 10, 2020*

Course Title	Course Due Dates
PSY.712 Dissertation (12 units)	After completing 60 units
<b>Total units: 12</b>	<b>\$1250.00 tuition due by date on Student Worksheet</b>

30 units of coursework above the master's degree are required before beginning the dissertation for Doctor of Philosophy in Biblical Counseling (Ph.D.). The dissertation (150-200 pages) is due by the date indicated on Student Worksheet.

Graduate and undergraduate students must maintain at least a 3.60 GPA to take all four (4) practicum courses in one school year. Graduate and undergraduate students with less than a 3.60 GPA are eligible to take only one (1) practicum course per semester.

An initial conference call is required with the Chancellor and the Dean of Research Studies. A free teleconference number will be distributed once the initial date and time are set.

The dissertation topic must be reviewed and approved by the Chancellor and the Dean of Research Studies. An initial \$600.00 payment for reviewing the first fifty pages of the dissertation is due to MTI by the date indicated on the Student Worksheet. If extra time is required to critique submissions, additional fees will be assessed at the rate of \$50.00 per hour. Please send a cashier's check or money order payable to MTI prior to the initial conference.

At the end of each month, the Dean of Research Studies will send invoices to MTI for payment of additional services rendered towards the dissertation. These fees are the responsibility of the student.

Students are required to attend monthly teleconferences with the Chancellor and the Dean of Research Studies for assessment purposes and to give progress updates.

Student Worksheet serves as confirmation and agreement of continuance with the dissertation program.

A copy of this signed agreement will be given to the Dean of Research Studies and a copy placed in the MTI files. Receipt of the signed confirmation and the scheduling of the initial conference are requested by the date indicated on the Student Worksheet.

**These requirements apply to the following courses:**

- **PSY.712 – DISSERTATION RESEARCH (12)**  
This is a comprehensive integrated graduate-level course combining all the language basics – composition, grammar, punctuation, reading, writing, interviewing, and research skills (doctoral candidates).
- **PSY.711 – RESEARCH & METHODS / BIBLIOGRAPHY (3)**  
An overview of the preparation of research. Students will learn to organize knowledge within their field for presentation. This course requires students to present a proposal for review and analysis. Various patterns, trends, and new forms of ministry will be explored.

## SCHOOL SONG

### *“Oh Happy Day at MTI”*

Oh happy day (Oh happy day) Oh happy day (Oh happy day)

At MTI, (At MTI) At MTI, (At MTI) At MTI, (At MTI)

Graduation day

(Oh happy day) Oh happy day (Oh happy day) Oh happy day (Oh happy day)

Oh happy day (Oh happy day)

Mmmmm at MTI,

(We will succeed)

At MTI, (As we strive)

At MTI, (For Excellency)

Oh happy day (Oh happy day)

(all) We learned to preach and teach God’s Word,

Oh yeah, (His Holy Word)

(all) Now as we leave, remembering the things we have learned

Oh yes we will, (Here at MTI)

Oh yeah, at MT Graduation day

Oh happy day (Oh happy day) Oh happy day (Oh happy day)

Here at MTI, (At MTI) At MTI, (At MTI)

At MTI, (At MTI) graduation day

(Oh happy day)

I’m talkin’ ‘bout this happy day (Oh Happy Day)

We learned to Preach and Teach God’s Word,

Class sings it, say it one more time, (His Holy Word)

Now as we leave this place (As we leave, remembering . . .)

We’ve got to hold fast, (the things we have learned)

Yes we will, (To excel today)

Oh yes we will<sup>80</sup> Oh happy day (Oh Happy Day) I’m talkin’ ‘bout at MTI (Oh Happy Day)

C’mon say it for Dr. J.J. (Oh Happy Day) And for Dean \_\_\_\_\_ (Oh Happy Day)

Oooooooooo Talkin’ ‘bout a Happy Day (Oh Happy Day) Here at MTI (At MTI) – graduation day