



Student Handbook



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A Letter From Our President

Dear Prospective Student;

We appreciate your interest in our school. We hope that you enroll in our school and we plan to help you in every way in your pursuit of higher education.

CBC's vision is to have the best, most mature instructors with many years of practical experience to enhance the student's understanding of the Word of God and also be equipped in the "how tos" of ministry. It is also FCMBI's vision to help the student to be able to complete college courses through direct contact with each instructor through live, internet streaming. This means providing classes tailored to help the student who may be employed full time and allow them to remain involved in the local church. CBC will have the highest standards and integrity to ensure students' relationships with the local church.

As the leader of Faith Covenant Ministries and as one who has been in ministry for around thirty years (as a pastor for nine years) during which time I have traveled around the world to help local churches, I make a commitment that CBC will help both the students and local churches advance their vision.

You can begin the process towards earning your Bachelor's degree and/or advanced degree by completing the application in your handbook or by visiting CBC's website at www.fcmbi.net for information and appropriate application materials.

May God bless you as you pursue God's will for your life.

James W. Miley Jr., THD
President, CBC

Vision And Purpose



The purpose of Faith Covenant Ministries Bible Institute is to train men & women with a thirst for knowledge, a vision for leadership and those with a five-fold ministry gifting to fulfill their God-given potential and release them into their calling.

These Bible-centered classes provide practical insights into the everyday aspects of Christian ministry for pastors, associates, traveling ministers and lay leaders. Areas of study range from: Teamwork, Leadership, Church Administration, Character Building and Balancing Ministry with Family Life to History, Theology, Public Speaking, Bible Doctrine, Church Planting, Evangelism, Scripture Interpretation and Operating in the Gifts of the Spirit.

Administration

Dr. James W. Miley, Jr., Founder, CEO, President
Rev. Santhosh K. Thadigiri, Academic Dean
Rev. Leon Schaub, Registrar
Rev. Robert K. Evans, Curriculum Director
Sheryl Roberts, Promotions Coordinator

School Faculty and Staff

James W. Miley, Jr.

B. S. in Bible, Valley Forge Christian College, 1980
THM in Theology, International Bible Institute and Seminary, 1984
M. A. - Assemblies of God Theological Seminary, 1986
THD - International Christian University, 2005

Sylvia Miley

B.S. - Religious Education Valley Forge Christian College, 1980

Lynn Hood

B.S. - Missouri Valley College, 1970

William Luffman

B. A. in Theology, Zoe Bible College, Jacksonville, Florida July, 1996
Master of Theology, Christian Bible College, Rocky Mount, North Carolina, 2003
Doctorate of Theology Christian Bible College Rocky Mount, North Carolina, 2006

Santhosh K. Thadigiri

Bachelor of Engineering, Osmania University, Hyderabad, India, 1992
M.S. - Kansas State University, Manhattan, Kansas, 1995

Joan Harrington

B.A. – Gordon-Barrington College Wenham,



M.A. – Christian Education, Gordon-Barrington College Wenham, 1967
M.Ed. – Counseling/Institutional MPS, William Paterson University of NJ Wayne, 1984
PhD - Professional Studies (Sociology, Psychology, Theology) Alliance Theological Seminary Nyack, NY 10960
PhD - Christian Education/ Counseling California Graduate School of Theology, St. Petersburg Theological Seminary Campus Specialization

Ginger Luffman

Bachelor of Ministry - Freedom Bible College and Seminary, 2001
Master of Christian Education - Freedom Bible College and Seminary, 2005
Doctor of Divinity - Magister University -St. Johns, Antiguan, 2007

Earl Johnson

Eastern New Mexico University Portales, New Mexico, 1969
B. S. Double Major- Political Science/Secondary, California State University-Dominquez Hills, 1973-75
Graduate Studies in Business/Public Administration, Friends International Christian University, Vallejo, California, 1984-86
M.DIV-Biblical Studies, Friends International Christian University Vallejo, California, 1986
Earned Doctorate Church Government/History, 1989

Leon Schaub

Diploma, Christ for the Nations

Robert K. Evans

Diploma, Rhema Bible Institute

Jason Brittain

B. S. in Bible, Open Door Bible College



Anti-Discrimination Policy

CBC will not discriminate against any person on the basis of race, color or national origin, sex, be excluded from participation in or be denied the benefit of any program or activity of CBC.

Code of Conduct

Every student at CBC must hold him/herself to the following code of conduct:

- A commitment to grow in spirit and soul by developing a consistent personal relationship with God.
- A commitment to attend classes and to develop discipline for personal spiritual growth. Be consistent with school work including but not limited to attendance, class participation, timeliness of papers and projects to the instructor(s), etc.
- Be submitted to the vision of a local church, its pastor(s) and other ministry leaders at all times. Attend and serve at your local church consistently and be a help to the work of the ministry at the church. Be a faithful covenant-keeper with the local church in terms of your finances, time and other resources.
- Be committed to the vision at CBC.
- Be committed to building healthy relationships at CBC, your local church and in society by respecting, building up and encouraging others.
- Protect his/her total being from all immoral, illegal and unethical acts, practices or behaviors. Abstain from unethical conduct, drunkenness, occult practices, all forms of intimate pre-marital or extra-marital sexual conduct, homosexual behavior, pornographic involvement, etc. He/She will not verbally or physically abuse any person or thing.
- Guard against greed, jealousy, lust, envy, bitterness, unrestrained anger and unforgiveness.
- Be committed to the mind of Christ in all matters of conduct at CBC, the local church, your home and in society. This commitment extends to relationships at home, church and place of work, work ethics, testimony among both Christians and those who do not know Christ.
- Be willing to accept correction and guidance when required.
- Recognize that attendance at CBC is a privilege and not a right. CBC reserves the right to place a student on probation or terminate a student's enrollment if in the judgment of the President or Academic Dean, withdrawal is deemed necessary.
- Be committed to keep the CODE OF HONOR prayerfully and carefully at all times.



Class Registration

Student registration is done online and is due five days prior to the start of the class. A late fee of 10% will be added to registrations submitted up to five days before start of class. All registrations not done on line, including registration at the door, or by check will be subject to 15% charge. All registrations not done online are required to be done with your local church pastor or CBC directly. Personal checks, E-checks, MasterCard, Visa (debit or credit) and American Express are acceptable forms of payments.

Tuition

Student - \$46.00 per credit hour

Spouse - \$23.00 per credit hour (if enrolled in the same class)

Payment Policy

All tuition and fees are due and payable in full at the time of registration online at www.fcmbi.net. Online payment options include Visa, MC, Amex, and E-check. Please check www.fcmbi.net website for further registration options. CBC will not communicate balance information for payment to anyone other than the student unless the student has authorized the release of his/her account information to his/her parent(s), legal guardian(s), company, or another individual by signing the 'Release of Student Information form' and submitting it to the Registrar office.

Refund Policy

80% of tuition will be refunded one week before class is to start, or be credited to the next class.

Off Campus Library Agreement

Each student is required to have online access to the Off Campus Library "Questia". Students can subscribe to this service at the price of \$19.99 per month for the entire collection or \$9.99 per month for a single collection. Students can access and register for the library by going to: www.fcmbi.net and linking on to: "Student Resources".

Each collection contains tens of thousands of books and articles some of which will be deemed necessary for term papers. Questia is the world's largest online library of books, with over 67,000 full-text books, 1.5 million articles, and an entire reference set complete with a dictionary, encyclopedia, and thesaurus. Your subscription to the entire Questia academic library also includes digital productivity tools for highlighting text, taking notes, and generating footnotes and bibliographies in seven different styles. The Questia library offers reliable, trustworthy online content that is difficult to find elsewhere on the Internet. Questia licenses the digital copyrights for this previously published content from over 250 authoritative publishers, like John Wiley & Sons and Oxford University Press.



Class Format, Schedule and Locations

Class Format

The CBC classes are currently broadcast live from the CBC Studios. The classes are being broadcast to remote locations throughout the United States. For a specific list of the upcoming classes offered in your area current and potential students may go to the Student Login section (register online if you are not already registered). When you login with your student name and password, you will receive a list of upcoming classes and locations offered in your area. To accommodate working students and parents, CBC currently holds all classes on Saturdays. A Three Credit Class consists of two Saturday sessions from 10:00 AM to 7:00 PM Eastern Standard Time (usually the second and third Saturdays of the month). For specific dates for each class, please consult the current Class Schedule page on line at www.fcmbi.net.

Academic Year Class Schedule

Academic class schedules are posted on the college website at www.fcmbi.net.

Current Satellite Class Locations

Solid Rock Christian Ministries	St. Petersburg, FL
Creative Ministries	Cheyenne, WY
Spirit and Life Word Ministries	Passaic, NJ
Living Water Church	Hackettstown, NJ
Light of the World Community Church	Mays Landing, NJ
Faith Outreach Center	Clarksville, TN

Please check the website www.fcmbi.net for a more current list of remote locations



CBC Class Broadcast

Live Streaming Technology

CBC is using cutting-edge technology to video stream classes live to a location near you. Our classes are streamed live on selected Saturdays starting at 10:00 AM and ending at 7:00 PM eastern standard time.

The instructor has interaction with the students at the remote locations using AIM Technology (AOL Instant Messaging System). The students are encouraged to ask inquiring questions concerning the topic of material and give appropriate feedback to the instructors. Upon the completion of the Saturday class the student will be tested on the material taught. Reading and research /term papers are also a part of the students grading evaluation.

Students come to a remote location where each school has a proctor appointed by the local pastor. The proctor is in charge of oversight of the class. His/her duties include promoting class registration and upcoming classes, attendance, collecting of assignments, passing out and monitoring the mid-term and final exams, mailing of information and being the communication link between the students and the Academic Dean. The proctor is also responsible for the oversight of the live stream feed and the monitoring of the live interaction with the instructor using AIM technology. If the proctor has at least ten (10) registered paying students, the proctor receives that class free of charge. The proctor is selected by the local pastor and CBC faculty.

Technology required for hosting CBC at your location

- A. Hi-speed internet connection.
- B. Internal RAM of at least 1 GB.
- C. Projection system connected to the computer for live stream viewing.
- D. Windows Media Player 10 or above
- E. AOL instant messaging system 6.0 or above.
- F. Pastor/Proctor assigned to be present at each class for viewing and testing.

Each location is required to test the equipment's compatibility prior to the day of the first class. For more information concerning this matter, please contact: Rev. Leon J. Schaub at (856)316-9986 or email questions to FCMBI@MSN.COM.



Typical CBC Class Schedule

(All times are Eastern Standard Time)

10:00 AM	Start Time for First Session
10:00 - 10:50	First session
10:50 – 10:55	Break
10:55 - 11:45	Second Session
11:45 – 12:00	15 Minute Break
12:00 – 1:15 PM	Third Session
1:15 – 2:45	Lunch Break
2:45 – 3:30	Fourth Session
3:30 – 3:40	Break
3:40 – 4:35	Fifth Session
4:35 – 4:50	15 Minute Break
4:50 – 5:40	Sixth Session
5:40 – 5:45	Break (If desired but not necessary)
5:45 – 6:00	Class Review with questions and answers
6:00 – 6:20	Study Time
6:20 – 6:50	Test
6:50 – 7:00	Test Grading
7:00 PM	Dismissal (No earlier than 6:30 & no later than 7:00)

The class times in blue are the times that are not optional. We ask our instructors to take the breaks/lunch (at those times and for those lengths) due to recording purposes as well as the other locations in the different time zones.

The time frame for Last Break, Class Review, Study Time, Test, and Test Grading are adjustable at the teacher's discretion.



Degrees Offered

Bachelor of Arts Degree (B.A.) in Biblical Theology

Each class will be three (3) semester credit hours and 120 credit hours must be satisfactorily completed with at least a 2.0 G.P.A. in order to obtain this degree within a four year period. A high school diploma is required for all students desiring to obtain a Bachelor's Degree. Credit Hours will be awarded according to semester hours. The following guidelines are CBC's standards of determining credit hours:

By video tape, audio tape or on-line:

Instruction and presentation time	16 hours
Examination	2 hours
Assigned test book	<u>20 hours</u>
Total	38 hours

By home study, book review etc...

Assigned books and other materials	10 hours
Written assignments	10 hours
Written term papers	<u>25 hours</u>
Total	45 hours

Awarded Credits For Life Experience:

CBC will award up to 24 credit hours for life experience. Accreditation will be at the discretion of the CBC board of directors with the student providing certain documentation and written papers explaining in detail their life experience services.



Master of Arts Degrees

Master of Arts Degrees in Christian Counseling, Ministry and Church Administration

CBC offers three Master of Arts (M.A.) programs. The M.A. programs are in Christian Counseling, Ministry and Church Administration. Each class will be two (2) semester credit hours. The M.A. in Ministry and Church Administration will require 30 credit hours while the M.A. in Christian Counseling will require 36 credit hours. All M.A. classes will need to be completed with at least a 2.5 GPA. Upon completion of the required classes a student will be required to complete a 50-page thesis paper in their major field or area of concentration. The thesis paper will count for 12 additional credit hours towards the M. A. degree.

Master of Arts (M.A.) Enrollment Requirements

To enroll in any of CBC's three masters programs a student is required to have obtained a Bachelors Degree (B.A.) in a field of Biblical studies consisting of 120 semester hours with at least a 2.5 GPA.

If the student does not have a Bachelors Degree in a field of Biblical studies, at a minimum three additional Theology classes will be required - Bible Doctrine, Systematic Theology and Hermeneutics. The student may also need to enroll in additional prerequisite classes following a review of the student's transcripts and at the discretion of CBC. These classes will not be required for enrollment into CBC's Masters Program but must be completed before completion of the Masters Degree program. Credit Hours will be awarded according to semester hours as described in the earlier section.



Certificates Offered

Successful completion of the following group of four classes will earn an CBC Certificate of Achievement in the noted Categories:

Teaching I & II

Covenant Theology, Homiletics, History of Revivals, Systematic Theology, Bible Doctrine; Hermeneutics; Old Testament Survey, New Testament Survey

Pastoral Studies

Pastoral Counseling, Pastor's Home, Pastoral Ministries, Practical Ministries

Church Planting

Church Planting, Winning Your Community, Missions (Home Missions), Compassion Ministries, History of Revivals

Leadership

Leadership Principles; Character & Ethics; Apostolic Team Ministry and Ministry of the Holy Spirit, (Pneumatology)

Administration

Church Administration, Apostolic Church Government, Helps Ministries, Apostolic Team Ministry



Grading Scale

The following chart will provide the equivalency value of the three grading systems used by CBC and how they are computed to the standard College Level 4.0 Grade Point Average for your permanent records.

<u>Letter Grade</u>	<u>Numerical Grade</u>	<u>Grade Point Average</u>
A+	97-100	4.00
A	93-96	4.00
A-	91-92	3.75
B+	89-90	3.50
B	87-88	3.25
B-	85-86	3.00
C+	82-84	2.75
C	79-81	2.50
C-	77-78	2.25
D+	75-76	2.00
D	72-74	1.00
D-	70-71	0.50
F	69 or less	0.00



Course Descriptions – Bachelor of Arts Program

Required core classes are indicated parenthetically and are required for a B.A. degree.

Bible Courses

Acts - BIB103: This course is a historical and practical study of the triumphant spread of the Gospel by the early church believers through the power of the Holy Spirit. We will take an in - depth look at the first thirty years of the early church's history and look for the practical implications on how they still apply today. We will look at the importance and relevancy of the church today within our society and the ramifications of a powerless church taking on the powers of darkness.

Corinthian Correspondence - BIB104: This course will begin with a study of the method of biblical exegesis. Then, after an introductory overview of the background, the major sections of I Corinthians will be examined each in turn for the problem in the church, the solution given, and the meaning of that solution to the twentieth century church. After a brief overview of II Corinthians, the student will apply what has been learned from I Corinthians to a selected section from II Corinthians.

Gospel Comparison - BIB201: The Synoptic Gospels are the first three Gospels of the New Testament - Matthew, Mark and Luke and will be considered as one unit. The Synoptic Gospels will be studied in parallel. The Gospel parallels will also include the Gospel of John for comparison. The Gospel parallels are repeated to give a continuous series of references in canonical order for each of the four gospels.

Johannine Epistles - BIB105: This course is an in-depth study of the three letters recorded in the New Testament as I, II, and III John. Emphasis will be placed on the historical background, purposes for writing, themes, key words, key passages and spiritual truths for Christian living in each epistle.

Major Prophets - BIB202: This course will take an in-depth look at the writings of the four major writing prophets (Isaiah, Jeremiah, Ezekiel and Daniel). We will also look at a few of the non-writing prophets of the Old Testament (Samuel, Elijah, Elisha and others). The study includes background and introductory matters relating to each prophet and their writings. The main emphasis will be on the theme of each writing and the impact that each one has on the church today.

New Testament Survey - BIB101 (Core Class): This course is a broad study of the New Testament with attention given to key theological concepts and important doctrines including the history of interpretation.

Old Testament Survey - BIB102 (Core Class): This course is a study of concepts and important doctrines of the Old Testament with attention to the progression of divine revelation.



Prison Epistles - BIB106: This course will take an in-depth look at the Epistles Paul wrote while in Prison which are: Ephesians, Philippians, Colossians and Philemon. We will look at the background and introductory matters relating to each book with a special emphasis on Paul's attitude while in prison.

Romans & Galatians - BIB107: This course is an in-depth study of the books of Romans and Galatians with background and introductory matters relating to the life of Paul within the early Christian community. Special emphasis will be placed on topics such as Salvation by Grace, Justification by Faith, Law versus Grace, Flesh versus Spirit and the Law of Sowing and Reaping.

Gospel of John - BIB204: This course is an in-depth study of the Gospel of John. Special emphasis will be given to the deity of Christ, seven specific miracles and seven "I am" statements made by Christ.

Two Tabernacles - BIB203: This course is a contrast/comparison study of the Tabernacle of Moses and the Tabernacle of David as it pertains to the divine order of worship both private and corporate. The Tabernacle was given to manifest the purpose, power, and glory of God's presence.

Christian/Practical Ministries Courses

Character & Ethics - CMIN402: This course is a study of the strong ethical principles of Paul the Apostle and other biblical writers and the relevance of these principles to the church of today and its leadership.

Church Administration - CMIN403: This course is an examination of church organizational structure. Emphasis is upon research, planning, implementing and maintaining local church ministries.

God's Plan for Personal Prosperity - CMIN103: This course is the study of "Total Life Prosperity" as it is revealed in God's Word. Emphasis will be placed on The First and Last Adam, Soul Prosperity, Hearing & Receiving from God, Seedtime and Harvest, Biblical principles for Living a Prosperous Life, The Life of David (as a model of progressive prosperity) and The Life of Ruth (as an illustration of the sovereignty and the sustaining mercy of God which brings a prosperous end to a situation that begins with famine, death, and loss).

Helps Ministry - CMIN102: This course will take an in-depth look at the scriptural basis of the practical and supernatural aspects of the ministry of helps in the local church.

Homiletics - CMIN201 (Core Class): This course is a study of the art and science of preaching, the message of the very truth of God through man to men.



Leadership Principles - CMIN402: This course is an in-depth look at the theory and mechanics of the application of basic leadership principles. The class will investigate methods of various leaders (based on personality type) with insight into strengths and weaknesses of each type of leader. The class will also review how leadership principles apply to people of all personality types.

Pastoral Counseling - CMIN303: This course will discuss the basic principles of Pastoral counseling. Such principles include how to listen and detect problem areas, how to relate God's truths and how to encourage congregant members to do what is necessary for a more productive life.

Pastoral Ministry - CMIN301: This course covers the call, qualifications, preparation, duties, problems and opportunities of the pastoral ministry. Since the content of this course accents the practical, the emphasis will not be on the theology of the pastor, but on concepts that will help the student realize a successful ministry.

Pastor's Family and Home - CMIN302: This course studies contemporary views of marriage and the family interpreted in the light of the Bible and the Pastoral ministry.

Practical Ministries - CMIN900: This course has an emphasis on church ministries such as: wedding ceremonies, funerals, building dedications, water baptisms, licensing ministers, baby dedications, etc. The course will make practical applications.

Prayer - CMIN101: This course is a study designed to assist the student in evaluating and developing a life of prayer. It explores various kinds of prayer, and approaches to prayer, that has been described in Scripture and by Christian leaders who have successfully applied those principles.

History Courses

Biblical & Archeological History - HIS102: This course takes a journey back in time to watch historical events of the Bible unfold. Evidence has been compiled from a variety of sources found outside the Bible that prove its accuracy. More evidences from history and archaeology for Jesus, Pontius Pilate, Quirinius, Sergius Paulus, the high priest Annas, as well as the Flood, the Tower of Babel, the Ark of the Covenant, King Cyrus, Jehu, King Ahaz, Uzziah etc. will be reviewed in class.

History of Revivals - HIS101: This course is a complete view of all major revivals in both Testaments, plus all major revivals in modern times with emphasis on Finney, Parham, Roberts, Seymour, etc.

Apologetics and Physical Science – HIS103: This course is a study of the history of science and the Bible. The student will learn the answer to the questions, "Do science and the Bible really disagree? Do I have to make a choice between the two?"



Missions & Outreach Courses

Church Planting - MIS301: This course will examine New Testament examples of how churches were planted and established and the spiritual and practical aspects of how to be a successful and healthy congregation.

Compassion Ministries - MIS202: A practical approach to ministries involved with nursing homes, prisons, hospital visitation, feeding programs, homeless shelters etc. This study will help develop practical methods of outreach to dying, crying and sighing humanity.

Innovative Church Ministry Development - MIS303: This course presents a study of various ministries in the local church and examines innovative means and ways to use those ministries not only to mature the saints but as an outreach tool to further the advancement of the church of the Lord Jesus Christ. Ministries that will be reviewed include Nursery, Children, Youth, Home Bible Studies, Media, Men's & Women's Fellowships, Music, etc.

Personal Evangelism - MIS201 (Core Class): This course deals with the biblical principles and modern techniques of effective evangelism. It examines some of the underlying causes of success or failure with a positive emphasis on how God is working through His people today. The Bible teaching on sin and salvation is given as an essential part of training in how to share the message. The course shows the student how to apply modern principles of communications in evangelism.

Home Missions - MIS102: This course will prepare the student to engage in effective evangelism through multi-faceted outreach. An emphasis will be placed on understanding cultural differences from local neighborhoods to across the land and, in developing the communication skills necessary to effectively demonstrate the Gospel of Christ. The course will also show how to be recognized as an important contributing organization to your community.

Missions - MIS101 (Core Class): This course provides a general overview of missions. Missions will be examined from a historical, scriptural, cultural and practical perspective. Foreign missions will be the focus of this course with principles and practices given to help the students to formulate a personal approach to missions. It further prepares them for other related mission studies.

Theology

Apologetics - THE402: Apologetics seeks to provide rational grounds for believing the truth claims of Christianity in whole or in part and to respond to objections raised against the true knowledge of God in whole or in part in the Christian faith ([2 Corinthians 10:3-5](#)). This course will explore the work of apologetics which includes the following three dimensions: (a) Apologetics as proof - presenting a rational basis for faith that confronts unbelief in the believer as well as in the unbeliever; (b) Apologetics as defense - answering the objections and overcoming the barriers of unbelief; (c) Apologetics as offense - demonstrating or revealing the



foolishness of unbelieving thought and world-views in conflict with the Christian faith. The student will be able to make application in a precise way to spiritual truths.

Apostolic Team Ministry - THE104 (Core Class): This course is an in-depth discussion of true five-fold ministry team interaction and submission to one another based on a covenantal perspective. The course will show how working together will cause every member to be more effective and how Apostolic Team Ministry will affect the entire congregation. Some questions which will be addressed are: What are Apostles? What are teams? How do they fit in the local church? Etc.

Bible Doctrines - THE101 (Core Class): This course is the fundamental and in-depth study of the great doctrines of the Bible listed in Hebrews 6:1 & 2 such as: repentance, faith, baptisms, laying on of hands, resurrection and eternal judgment. It will enable the student to formulate and teach the scriptures in a systematic way.

Church Government & Covenant - THE103 (Core Class): This course addresses church structure based on a covenantal view with its influence and relationship to the congregational member. Emphasis will also be placed on Biblical submission and authority.

Covenant Theology - THE201 (Core Class): This course is a study on our relationship with God, the promises of God and our responsibility in fulfilling our part of the relationship with God.

Hermeneutics - THE401 (Core Class): This course is a study of the various methods and principles of biblical interpretation which have been employed up to the present and the necessity for the grammatical – historical method of interpretation. The student will learn and apply the tools and methods of both general and specific hermeneutics.

Holy Spirit (Pneumatology) - THE102: This course studies Pentecostal doctrinal distinction in the light of both the Old and New Testaments and its relationship to the modern triumphant church with a complete perspective of the gifts of the Spirit.

Law of Faith - THE303: This course is a study of the Law of Faith and the various principles of Biblical interpretation regarding faith which have been employed from before Creation to the present time. It will enable the student to grasp and recognize the necessity for the grammatical-historical method of interpretation. The student will learn and apply the tools and methods of both general and special hermeneutics as it applies to faith.

Systematic Theology - THE301 (Core Class): This course is an overview of the theological areas of anthropology, pneumatology and eschatology using works from biblical and extra-biblical sources.



Course Descriptions – Master of Arts Program

Each class will be two semester credit hours.

Required General Core Classes for all Masters Programs:

Christian Ethics - GC501: This course offers formal guidelines in dealing with ethical issues, concerns and accountability. It reviews legal requirements and examples of proper practice.

Conflict Resolution - GC502: This course is an introduction to the principles and application of the processes and theories of personal conflicts resolution, mediation and negotiations. Practical conflicts resolution application in various business related settings is a major focus of this course.

Christology - GC503: A Biblical, theological, and historical 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. This advanced elective course aims at probing critically much of contemporary historical inquiry about the life of Jesus of Nazareth in a quest to demonstrate the ongoing relevance of the orthodox Christian conviction that Jesus the Messiah is fully God and fully human. Major themes will include the incarnation, life and ministry, atoning death, resurrection and ascension of the Son of God. The christological dimensions of Pentecostal and Charismatic teachings will also be examined.

Christian Leadership - GC504: Provides the student with an understanding of the nature of Christian leadership and how to develop as a leader called to serve the body of Christ. The course is designed to help students discover how they are to live their lives in such a way that they become the Gospel in every person's world. A guided self-study into one's calling, understanding temperaments and dealing with the personalities of different individuals. The course includes discussion of what it means to be called and what is Jesus' model of leadership as well as other Biblical and modern models of leadership. The course helps the student to understand temperaments in a person's life.

World Religions - GC 505: A historical survey of current world religions. Emphasizes major beliefs and ethics of various religions.

Required Classes For Master of Arts (M.A.) Degree in Christian Counseling:

Counseling Theories - CC501: A survey of the major concepts and counseling approaches of the contemporary therapeutic systems. Students learn to incorporate concepts and approaches into their own personalized style of counseling.

Christian Psychology - CC502: Psychology is the study of the mind. This class reviews psychology's pitfalls and gives credence to the concept that psychology can only be correctly understood under the light of God's Word and Christian principles.



Techniques of Christian Counseling - CC503: A course designed to help the student distinguish the importance of counseling in his/her own particular ministry. The student will learn techniques of the ministry counseling in the local church. Emphasis will be placed on the use of the Bible in counseling with direct application to a variety of counseling situations.

Family Counseling - CC504: This could be one of the most important Christian classes because of its relevance to what God expects for the family. It covers parent/child relationships and teaches how to raise a godly family.

Marriage Counseling - CC505: This class reviews marriage on a biblical basis, instructing counselors on how to increase communication, interviewing couples, and practical methods of identifying problems and identification of successful attitudes. It covers marriage and ways to regenerate a marriage through the Word of God. It is in a workbook format with exercises for married couples.

Ethics and Legal Issues in Christian Counseling - CC506: This course would cover the legal issues and ethical standards that are required of Christian counselors. Upon completion of this course the student will be able to meet required legal standards surrounding counseling in order to avoid legal problems. The student will know the ethical standards of AACA and NCCA.

Counseling over a Lifespan - CC507: This course will introduce the student to the characteristics and special needs that occur during various stages in an individual's lifespan. Theories from the discipline of Developmental Science will provide a general pattern in assisting the student discover how individuals think, learn internally, and act. All theories will be considered from a theological perspective. Students will begin learning how to discern a client's personal needs in the light of his or her developmental stages in order to implement specific counseling strategies. At the conclusion of this course each student will understand the difference between secular science developmental theories and Biblical principles as he or she integrates a solid biblical basis with proven developmental theory for the ministry of pastoral counseling. They will be able to develop appropriate counseling goals and methods for effective Pastoral Counseling and be familiar with the most common developmental issues and needs in an individual's lifespan. They will be acquainted with the major theories and theorists in Developmental Counseling.

Writing Research in Counseling - CC508: This course will assist the student in understanding the APA style of writing papers, help the student discover a topic in the field of Christian counseling for his Master's thesis and assist that student in doing the appropriate research for his or her thesis. Each student will write a 50-page thesis.

Building Care Pastors - CC509: This course will enable the student to understand how to build lay caregivers and disciple builders in his or her congregation. It covers biblical techniques as well as the methods used by Jesus in reaching out to the community. Students will be able to hold "People Helping" classes for their own church members.



Counseling Practicum - CC510: This course provides observation, participation, and directed counseling in a counseling setting. This counseling will preferably be located where the student lives and will be done under the supervision of an approved counseling supervisor. Upon completion, the student will have done 50 hours of counseling.

Introduction to Pastoral Counseling - CC511: This course will introduce the student to the discipline of Pastoral Counseling as it relates to the 21st century postmodern church. Emphasis is placed on the ministry of counseling in its theological and theoretical perspectives. This course contains an overview of the foundation, structure, and application of counseling from a biblical basis. It introduces the student to current licensures and regulations as well as the on-going types of preparation for this ministry.

Christian Caregiving - CC512: This course examines the caring aspects of the Christian Caregiver's life from a practical perspective. Primary emphasis is placed on an integration of biblical principles with appropriate counseling insights into a practical and personal experience. A methodology of evaluation and measurements for such experiences will be examined. Upon completion of this course the student preparing to be a Christian Caregiver will have begun to get in touch with his or her own spiritual therapeutic profile and subsequent need for greater growth and healing. That student will begin climbing to higher levels of healing and be able to develop trust and communicate acceptance and love to those who seek his or her guidance.

Ethics and Legal Issues in Counseling - CC513: This course would cover the legal issues and ethical standards that are required of Christian counselors. Upon completion of this course the student will be able to meet required legal standards surrounding counseling in order to avoid legal problems. The student will know the ethical standards of AACAC and NCCAC.

Survey of Counseling Theories and Techniques - CC 514: This course teaches classic psychotherapeutic theories along with Biblical insights that will help them to correlate various approaches to counseling from a holistic, Christian view of meeting human need.

The Medical Model of Mental Health Issues - CC515: This course will explore the biological revolution in the field of psychiatry as well as take a brief survey of the Diagnostic and Statistical Manual of Mental Disorders. Students will learn to apply this knowledge to the Christian worldview as they embrace the healing powers of the Holy Spirit.

Writing and Research Counseling - CC516: This course will assist the student in understanding the APA style of writing papers, help the student discover a topic in the field of Christian counseling for his Master's thesis and assist that student in doing the appropriate research for his or her thesis. Each student will write a 50-page thesis.

Counseling the Dysfunctional Family - CC517: This course will discuss relief and healing for issues that are common in today's Christian family such as dual careers, blended families, troubled teens, living with an unbelieving spouse, children who are hyperactive, sexual issues, affairs, and other issues in our 21st century environment.



Building Care Pastors - CC518: This course will enable the student to understand how to build lay caregivers and disciple builders in his or her congregation. It covers biblical techniques as well as the methods of Jesus in reaching out to the community. Students will be able to hold “People Helping” classes for their own church members.

Integration Issues in Christian Counseling - CC519: This course will seek to bring together the discipline of psychology, theology and sociology. It will explore the postmodern society’s issues of spirituality and psychiatry and apply practical applications for the Christian student who is seeking to integrate proven counseling theory with solid Biblical theology.

Spiritual Issues in Chemical and Substance Abuse Addictions - CC520: This course provides foundational knowledge and treatment methods for addictive disorders. After an introduction to "addiction" as a general concept, this course explores chemical dependency among several different "special populations." This course also explores addictive use of substances, addictive behaviors, and addictive relationships. Addressed are relationship addiction, co-dependency, and sexual addiction. Christian viewpoints about addiction, treatment, and recovery are emphasized.

Sexual Therapy - CC521: This class is an overview of various sexual disorders and their resulting self control issues. This class also examines unplanned pregnancy and infertility.

Death & Grief Counseling - CC522: A Christian perspective of all the stages of grief and counseling for each stage. The course also discusses how one can deal with disabilities and how it affects an entire family.

Crisis Counseling - CC523: This class describes behaviors that have developed because of the fast pace and stress of our society. It teaches practical ways of dealing with crises in groups and individuals. This is a management course for those dealing with people who are having anxiety, who may be verbalizing or acting out their fears in violent or abusive talk or physical anger.

Cognitive Therapy - CC524: An in-depth presentation of a cognitive approach to therapy with an emphasis on the process of identifying and changing core beliefs (second-order change). The purpose of this course is to familiarize students with the cognitive model, giving special attention to the influence of Albert Ellis and Aaron Beck and to assist them in developing proficiency at conceptualizing and treating clients from this therapeutic perspective.

Healing Adult Victims of Sexual Abuse - CC525: Someone you know has been sexually abused. A recent study indicated that 38% of the women interviewed had been sexually abused by an adult or family member by the age of 18. This course is an intensely personal and specific look at this most "soul deadening" form of abuse. Personal because it may be affecting you, your spouse, a close friend or neighbor, or someone you know well at church. And specific because it goes well beyond the general issues and solutions normally discussed.

Counseling Elderly - CC526: A theology on aging. This course speaks directly and



compassionately about the sometimes painful transition to retirement and beyond. Concentrates on the inner needs of seniors, including spiritual needs and the need to have a purpose in life. Provides valuable insight for anyone working with seniors.

Domestic Violence And Intervention - CC527: Domestic violence, sometimes called domestic abuse, is reaching epidemic proportions and affects men, women and children of all races and social and economic levels. In order to stem the tide of domestic abuse we have to not only stop the abuse and protect the victims, we also have to understand what triggers the abuse so that the next generation of families can learn to live abuse-free.

Required Classes For Master of Arts (M.A.) Degree in Practical Ministry:

Old Testament Theology I - MIN501: This course is a modified systematic model for use as a core text in the study of Theology. The text is up-to-date, readable and user friendly.

Exegesis - New Testament - MIN502: This course provides step-by-step analysis of exegeting the New Testament for study or sermon preparation. It is devised for those with a minimal knowledge of the Greek language. It reflects the introduction of many new secondary materials, computer-aided research and rhetorical criticism's presence in exegetical materials.

Social Ministry - MIN503: The text of this course is biblically rooted, historically informed, theologically thorough, and eminently practical. It deals with contemporary social issues using Christian ministry.

Seniors Ministry - MIN504: A theology on aging. This course speaks directly and compassionately about the sometimes painful transition to retirement and beyond. Concentrates on the inner needs of seniors, including spiritual needs and the need to have a purpose in life. Provides valuable insight for anyone working with seniors.

Ministry in Missions - MIN505: A course for missionaries and those with a heart for missions. It lays sound theological and strategic foundations for the missionary of today. Gives insight into difficulties encountered on the mission field caused by language barriers, customs, cultures and communication of the message of Jesus Christ.

Practical Theology for Charismatic Ministry - MIN506: A course designed to help implement the promises of God and to build the Kingdom of God through spiritual warfare and the prophetic ministry. These Biblical principles can be applied personally for the church, city, or nation.

Strategies for Effective Discipleship - MIN507: An examination of spiritual formation—how the Christian faith is developed in the life of a person intellectually, emotionally, and behaviorally through discipleship in one-on-one or group settings.

Pastoral Care - MIN508: Covers all aspects of Pastoral Care including such things as: Weddings, Funerals, Baptisms, Church Dedications, Baby Dedications, Hospital Visitations, etc.



Introduction to Youth Ministry - MIN509: This course is designed to give the student an overview of youth ministry within the local church and includes investigation into the biblical/theological/sociological foundations for youth ministry, the role and relationships of the youth minister, and the administrative principles and strategies involved in an effective youth ministry.

Prayer: The Personal Discipline of the Minister - MIN510: A study of the Biblical foundations of, models for, and contemporary approaches to prayer. Examines corporate and personal prayer and prayer as intercession, worship, and meditation.

Research Project - CA511: May be assigned for certain students for four (4) credits.

Required Classes For Master of Arts (M.A.) Degree in Church Administration

Church Administration I - CA501: This course is divided into four reference sections: Church and Law, Church Finances, Church Facilities and Church Personnel. Subjects covered: medical liability, office management, obstacles to good stewardship, cash-flow management and budgeting. The contemporary church is a business and must be managed as a business. This course is a standard for pastors, priests, deacons, elders and lay leaders.

Conflict Management - CA502: Conflict arises in all levels of the church. Pastors, associate pastors, deacons, elders and church members have different opinions. This course helps the one who is often appointed by default as the mediator.

Leadership Assessment - CA503: Based on biblical principles and leadership research, this course includes tools for leadership assessment and shows how to improve all aspects of church leadership.

Team Leadership - CA504: Paul, nurturing new converts. Barnabas, trusting others to develop their own gifts. Christ, choosing twelve to continue His ministry. In place of dogmatic control, personality worship, and power plays, this course lays the biblical base for servant leadership.

Developing Christian Leadership - CA505: Provides the student with an understanding of the nature of Christian leadership and how to develop as a leader called to serve the body of Christ. Designed to help students discover how they are to live their lives in such a way that they become the Gospel in every person's world. A guided self-study into one's calling. Includes discussion of what it means to be called and what is Jesus' model of leadership as well as other Biblical and modern models of leadership.

Effective Delegation - CA506: As a leader, you have to delegate. There's no two ways about it. If a leader ends up doing everything himself, then he is no more than an executive instead of the one who leads others. The art of effective delegation is often deemed as an elusive one. It's often a fine balance between who to delegate the task to and how much to give. And it's never a sure bet of who can carry it out best.



Motivation and Communication Techniques - CA507: Revitalizes students with effective communication techniques. Offers plans for gaining high performance from low achievers. Shows the student techniques that cause others to remember three times more than normal.

Church Management - CA508: Principles of church management and operational structures are investigated. Emphasis is placed on management planning, organizing, leading; controlling, and evaluating.

Research Project - CA511: May be assigned for certain students for four (4) credits.