

In His Image Bible Institute International

**Course Catalog**

2021-2022

630 Kurt Drive Marietta, Georgia 30008

[www.ihibii.com](http://www.ihibii.com)



The mission of In His Image Bible Institute International (IHIBII) is to educate students for service and leadership throughout the world, by developing authentically Christian, spiritually mature, effective leaders in their families, communities, marketplace, and globally.

In His Image Bible Institute International holds Applicant Status with the Association for Biblical Higher Education, 5850 T.G. Lee Blvd, Suite #130, Orlando, FL 32822; 407.207.0808. Applicant Status is granted to those institutions that meet the ABHE Conditions of Eligibility and that possess such qualities as may provide a basis for achieving Candidate status within a maximum of five years.

In His Image Bible Institute International does not discriminate on the basis of race, age, gender, or national origin.

### **Family Educational Rights and Privacy Act**

The educational records of students are protected by the provisions of the Family Educational Rights and Privacy Act (FERPA). Annually, In His Image Bible Institute International will inform students of these guidelines and of their rights under FERPA and the Department of Education's FERPA regulations, with which IHIBII is in full compliancy, by placing a notice about them in the Student's Hand-book, the Institute catalogue, and the Institute Web Site.

This act was designed to protect the privacy of educational records, to establish the right of students to inspect and review their educational records, and to provide guidelines for the correction of inaccurate or misleading data through informal and formal hearings. The policy and procedures used by In His Image Bible Institute International for compliance with the provisions of the act are explained in detail on the Institute's website at [www.ihibii.com](http://www.ihibii.com). Further information may be provided by the Office of the Registrar.

IHIBII complies with the student's right to inspect and review the student's education records within 45 days after the day In His Image Bible Institute International receives a request for access. A written request that identifies the record(s) the student wishes to inspect must be submitted to the Office of the Registrar. Arrangements will be made for the viewing of such record. All records, once submitted to the Institute becomes official property of the Institute and will not be released with proper request.

Students requesting for other entities such as parents or guardians, etc. access to student record information must complete a signed authorization or release form detailing to whom consent is given as well as the time period to be allotted. If no specified time period is given, consent will be honored by the institution for one academic year only. The consent form may be obtained through any administrative office of IUIBII and must be submitted to the Office of the Registrar upon completion.

FERPA permits the public release of what is termed “directory information.” This information includes the following: the student’s name, all addresses (including email) and telephone number, photograph, date and place of birth, declared majors and minors, dates of attendance, class standing (freshman, sophomore, junior, senior, graduate), degrees and awards received, and the most recent previous educational agency or institution attended by the student. For In His Image Bible Institute International’s purposes, a signed student authorization or release form is requested from all parties requesting student education records with the exception of government agencies as it relates to federal funding, and disclosures related to some judicial orders or lawfully issued subpoenas.

A request for nondisclosure of the “directory information” must be filed with the Office of the Registrar, and will be honored by the institution for only one academic year, whether or not the student is currently registered. Upon the death of a student, all privacy holds are removed.

After a student has observed IHIBII’s policy and procedures for reviewing, correcting or amending the record, he/she has the right to file a complaint with the Family Educational Rights and Privacy Act office concerning alleged failures by IHIBII to comply with the act.

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## President's Welcome



In His Image Bible Institute International was founded with a commitment to blend the Word of God with the power of the Holy Spirit. My personal association with IHIBII has allowed me to become involved in the lives of numerous students who have impacted their generation for Christ. Many of our graduates have planted churches, labored on the mission field, served in staff positions at their church, or taught in one of the many venues of Christian service

When young leaders arrive with fresh vision to reach their generation, our job is to install sound biblical instruction, while continuously fueling their flame! In addition to the younger generation, many of our students are midway in life, now feeling the call to tool up for the years ahead; perhaps a second career in ministry awaits them. We also believe that God is calling His Church into a fresh worldwide revival, requiring a vast supply of workers for the awaiting harvest. However, God chooses to call our students, either into churches, businesses, missions, or home Bible studies—our goal is to teach them to live out God's word, while being equipped in the power of the Holy Spirit.

IHIBII has served the needs of students from hundreds of churches and various denominations. We also serve a growing network of “distance” students located throughout the United States. Our faculty brings to the table well over 100 years of pastoral experience, along with a strong academic grounding. If you are considering entering into a systematic study of Scripture, you will find IHIBII affordable, aligned with today's culture, doctrinally supportive of the Spirit, and rich in biblical revelation.

Dr. Warren Dillon

## ACADEMIC CALENDAR

*Academic calendar dates are subject to change. Some programs may vary or deviate from the posted calendar dates. In such cases, students should consult their department chair or program director for clarification. Refer to the Course Schedule each semester for the most up-to-date calendar information.*

### **FALL 2020 SEMESTER**

September 7 Labor Day

September 8 Classes begin

September 11 Last day to change schedule without a fee (if class has not met)

September 11 Last day to register; last day to Add/Drop classes

**October 5 Deadline for submitting graduation applications**

September 17-18 Discovery Days

November 20 Last day to withdraw from a course

November 23-27 Fall Break & Thanksgiving Day observance

December 7-11 Last week of class – final exams

December 28 Grades available

### **SPRING 2021 SEMESTER**

January 11 Classes begin

January 11 Last day to change schedule without a fee (if class has not met)

January 11 Last day to register; last day to Add/Drop class

January 25 Holiday - Martin Luther King, Jr. Birthday

February 8-12 Discovery Days

February 15 Holiday – President’s Day

**April 5- 9 Spring Break**

April 16 Last day to withdraw from a course

April 2 Observance of Good Friday

April 2 - 5 Observance of Easter

April 26- May 30 Last week of class – Final Exams

May 1 Commencement

May 28 Grades available

**SUMMER 2021 SEMESTER**

June 1 Classes begin

May 28 Last day to change schedule without a fee (if class has not met)

June Last day to register; last day to Add/Drop class

June 14-18 Discovery Days

June 25 Last day to withdraw from a class

July 4 Holiday – Independence Day

July 19-23 Last week of class – Final Exams

July 30 Grades available

**FALL 2021 SEMESTER – TBA - See semester published semester schedule.**

**SPRING 2022 SEMESTER – TBA - See semester published semester schedule.**

**SUMMER 2022 SEMESTER – TBA - See semester published**

# IN HIS IMAGE BIBLE INSTITUTE INTERNATIONAL

2020 – 2021 Catalogue

## ABOUT THE INSTITUTE

In His Image Bible Institute International is grateful to Father-God for allowing us to be a training institution for students interested in learning ethical leadership for the ministry and the marketplace. Without minimizing the biblical Worldview, IHIBII offers students a curriculum suited for Christian leadership in a challenging world. IHIBII is located in Cobb County Georgia, its reach extends to the four corners of the earth. Through Missions programs and short terms mission trips, IHIBII continues to equip leaders and expose students to international ministry opportunities. Through structured leadership curriculums, IHIBII takes training across the globe making a difference internationally in churches, government entities, and businesses.

IHIBII believe that the Bible is the inerrant Word of God. The Bible contains the answers to humanity's questions about life on earth as well as life eternal. The Bible, without question, is the hope of mankind. Without the Bible, life would be meaningless. In addition to the love for God's Word and the desire to impart ethical leadership principles across the globe, IHIBII also recognizes the need to expose students to humanities, sciences, effective communication skills, and other professional studies.

Students are not merely taught at IHIBII, rather they are encouraged to engage in participative learning environments, gain knowledge from industry practitioners, and take full advantage of programs designed to enhance their learning experience. In His Image Bible Institute International is an institution of higher learning like no other.

The joy of being a part of and a partner with IHIBII stems from the success of the students as they commence to enter a world that feasts on ability, knowledge, and complementary skill sets. Upon graduation from IHIBII, the graduate will be equipped for world experiences and impact change wherever his or her feet may tread.

## HISTORY

In 2012 a group of Christian brothers and sisters got together to discuss creating a Bible Institute. The purpose being to create a solid Christian-based institution for our young men and women; to learn and to practice living the Word of God. Secondly, to have a standard of excellence whereby the institution would be recognized by an Accredited Agency.

This meeting was held at **In His Image Ministry, 630 Kurt Drive Marietta, Georgia 30008, July 2012**. The following people were present; *Dr. Warren Dillon, Dr. William Elaine, Dr. Larry Purvis, Ms. Shaina (Dillon) Thompson, Rev. Leonard Ford, Ms. Alexsus Thomas*. The board agreed to form ***In His Image Bible Institution International***, and to file with the State of

Georgia for Incorporation. It was agreed to have classes on Monday, Tuesday, and Wednesday nights. We also agreed to offer online and correspondent courses.

**In His Image Bible institute International** held it's *first class* on **September 9, 2013**. These are the first classes that were offered: **The Book of Ezra, Angelology, The Book of James, First, Second and Third John, The Church and It's Doctrines, Old Testament Survey, and New Testament Survey**. During the Winter Semester of 2014 there were 10 students enrolled. In **2015**, I.H.I.B.I.I. celebrated it's *1st Graduation* where two students received a Bachelor of Biblical Studies Degree. One student received an Associate Degree in Biblical Studies, and several student received a Certificate in Biblical Studies.

In January 2018, a new member was added to the Board of Directors and also an Advisory Board was created. Mr. James Dodd was elected CEO, Ms. Marva Dawkins was elected Treasurer, Mr. Patrick Miller, Dr. Army Lester, Rev. A. L. Zollicoffer, Mrs. Aleen Dillon, Dr. L. Mitchell, Dr. M. A. Rhett, and Dr. A. Williams. I.H.I.B.I.I. appointed the following individuals to the new Advisory Board; Mr. C. Parker, Dr. Brien E. Martin, Ms. F. Wheeler, Ms. Fran Wells, Ms. Latunya Dial, Mr. Ricky Dickens, and Ms. Tai Johnson.

In February of 2018, I.H.I.B.I.I. had a Preliminary Staff Consultation visit from the Association for Biblical Higher Education (A.B.H.E). The primary purpose of the visit was to review the institutions current status in satisfying the A.B.H.E Conditions of Eligibility for Applicant Status and advise the institution concerning the path to Accreditation with A.B.H.E.

In November 2018, I.H.I.B.I.I. was *granted Applicant Status with A.B.H.E*. I trust this in the Lord Jesus Christ. We believe that He will show us tremendous favor in accomplishing the goals of I.H.I.B.I.I.

## **ACCREDITATION AND RECOGNITION**

### **State Authorization**

In His Image Bible Institute International is exempt from authorization by the Nonpublic Postsecondary Education Commission of the State of Georgia in accordance with O.C.G.A. § 20-3-250.3(a)(6) for granting Certificate in Biblical Studies, Associate of Arts (AA), Bachelor of Arts (BA), Master of Arts (MA) in Biblical Studies, and Doctor of Ministry (D.Min).

### **Accreditation**

#### **Association of Biblical Higher Education – ABHE**

In His Image Bible Institute International holds applicant status with Association for Biblical Higher Education (ABHE) [5850 T.G. Lee Blvd., Ste. 130, Orlando, FL 32822; Telephone: (407).207-0808; email:info@abhe.org]. The Association for Biblical Higher Education is recognized by United States Department of Education, the Council for Higher Education Accreditation and is a part of a global network that relates to regional or continental higher educational agencies through the International Council for Evangelical Theological Education.

## **RECOGNITION AND MEMBERSHIP**

□ *In His Image Bible Institute International* has met the requirements for exemption from applicable Georgia law as a religious institution by the State of Georgia Non-Public Postsecondary Education Commission for the granting of the Biblical Studies A.A., B.A., M.A., D. Min. degrees

## **GENERAL**

In His Image Bible Institute International reserve the right to, and does, maintain student educational and behavioral standards, employment requirements, and standards based upon religious considerations consistent with its role and mission. While this catalog was prepared on the best information available, all information, including statements of fees, academic offerings and course descriptions, admission and graduation requirements, and rules of conduct, is subject to change without notice or obligation. Notice will be given to interested parties as is practical, but in any case, statements in this catalog do not constitute a contract with any individual.

## **GOVERNANCE OF IHIBII**

In His Image Bible Institute International is a not-for-profit, private institution governed by a constitution and bylaws providing the basis for institutional administration and governance. A Board of Directors exercises legal and fiduciary responsibility for oversight of institutional integrity, policies, resource development, and ongoing operations. The President of the institute provides administrative leadership for the institution. The President has an administrative staff who provides guidance and oversees the day-to-day operations.

## **OUR MISSION**

The mission of In His Image Bible Institute International (IHIBII) is to educate students for service and leadership throughout the world, by developing authentically Christian, spiritually mature, effective leaders in their families, communities, marketplace, and globally

## **OUR VISION**

In His Image Bible Institute International is the institute of choice for students seeking a superb, quality education in a vibrant environment that is academically challenging, spiritually vibrant, and globally engaging. The comprehensive purpose of In His Image Bible Institute International is to provide a high-quality Christian education, which will develop students in living the Christian life, and to prepare them for service and leadership in Christian ministries and the marketplace.

## **OUTCOMES**

1. Spiritual maturity leading to a committed personal walk with the Lord Jesus Christ.
2. Relational maturity leading to a priority commitment to relationships as an extension of the indwelling of the Godhead.
3. Educational maturity leading to a commitment of constantly expanding on college-based education.

### **Spiritual**

- a. Graduates of IHIBII will be committed to giving priority to their personal walk with the Lord Jesus Christ.
- b. Graduates of IHIBII will be able to articulate the plan of salvation.
- c. Graduates of IHIBII will be able to, not only defend their faith in an intellectual and rational manner, but also defend their personal stances on particular issues.

### **Relational**

- a. Graduates of IHIBII will be committed to the preeminence of sound biblical and relational responsibility.
- b. Graduates of IHIBII will be sensitive to and respond in a responsible manner to a diversity of backgrounds, cultures, and world views.

### **Educational**

- a. Graduates of IHIBII will be committed to constant educational growth.
- b. Graduates of IHIBII will be able to locate proper sources of information in research.
- c. Graduates of IHIBII will have evaluative skills as they apply the acquired knowledge.
- d. Graduates of IHIBII will demonstrate an acceptable grasp of both verbal and nonverbal communication skills.
- e. Graduates of IHIBII will be prepared to enter a graduate institution of their choice.

## **Statement of Faith**

**We affirm** our belief in one God, infinite Spirit, creator, and sustainer of all things, who exists eternally in three persons, God the Father, God the Son, and God the Holy Spirit. These three are one in essence, but distinct in person and function.

**We affirm** that the Father is the first person of the Trinity and the source of all that God is and does. From Him, the Son is eternally generated and from Them, the Spirit eternally proceeds. He is the designer of creation, the speaker of revelation, the author of redemption, and the sovereign of history.

**We affirm** that the Lord Jesus Christ is the second person of the Trinity, eternally begotten from the Father. He is God. He was conceived by the virgin Mary through a miracle of the Holy Spirit. He lives forever as perfect God and perfect man: two distinct natures inseparably united in one person.

**We affirm** that the Holy Spirit is the third person of the Trinity, proceeding from the Father and the Son and equal in deity. He is the giver of all life, active in the creating and ordering of the universe; He is the agent of inspiration and the new birth; He restrains sin and Satan; and He indwells and sanctifies all believers.

**We affirm** that all things were created by God. Angels were created as ministering agents, though some, under the leadership of Satan, fell from their sinless state to become agents of evil. The universe was created and is continuously sustained by God; thus, it both reflects His glory and reveals His truth. Human beings were directly created, not evolved, in the very image of God. As reasoning moral agents, they are responsible under God for understanding and governing themselves and the world.

**We affirm** that the Bible, both Old and New Testaments, though written by men, was supernaturally inspired by God so that all its words are the written true revelation of God; it is therefore inerrant in the originals and authoritative in all matters. It is to be understood by all through the illumination of the Holy Spirit, its meaning determined by the historical, grammatical, and literary use of the author's language, comparing Scripture with Scripture.

## **OUR CORE VALUES**

The core values of In His Image Bible Institute International are foundational beliefs inherent in its operation as a Christian institution. The core values compel IHIBII to measure every action against its values for a standard of ethics in its daily operation.

### **Biblical Inerrancy**

In His Image Bible Institute International seeks to bring every aspect of personal and corporate life under the functional authority of the inerrant Word of God by obeying its commands, applying its principles, and refraining from dogmatism where the Bible is silent. IHIBII is prepared to stand on biblical inerrancy against the opposing tide of compromising norms and peer pressure (2 Timothy 3:16).

### **Integrity**

In His Image Bible Institute International seeks to live, teach, and promote lives filled with godly choices in the face of temptation and ethical compromise. Consistent growth toward Christ-like attitudes and demonstrated behavior with the context of responsible church membership and

involvement are all a part of integrity. IHIBII affirms the necessity of yielding to the Lordship of Jesus Christ as the unconditional Lord of life (Romans 12:2).

### **Global Missions**

In His Image Bible Institute International is committed to implementing Christ’s mandate to fulfill the Great Commission by stimulating and training Christians for evangelistic church planting and supporting ministries through global evangelization (Matthew 28:19).

### **Dedicated Servanthood**

In His Image Bible Institute International is dedicated to training Christian leaders whose lives reflect the conviction that both individual and corporate prayer is essential in the pursuit of God’s purposes for holy living and fruitful ministry. IHIBII further seeks to cultivate an understanding of and commitment to worship and giving as a vital response of the believer to God. IHIBII desires to be a community marked by joyful reliance upon God for material provision, victory over sin, growth in Christ-likeness, and fruitful service to God and others (Matthew 25:21).

### **Diversity**

In His Image Bible Institute International is committed to embracing and empowering multicultural Christian communities without regard to ethnicity, socioeconomic status, gender, nationality, or handicap. IHIBII develops Christian leaders to impact the world (1 Corinthians 9:22).

**World Vision:** IHIBII will prepare students to engage their culture as they use their professional training and energies towards impacting a culturally diverse world.

**Personal Responsibilities and Growth:** IHIBII will equip students with the knowledge and skills to live productive and fruitful lives in their communities.

**Transforming Communities:** IHIBII is engaged in maintaining a positive, affirming climate that encourages personal and collective growth and improvement in their communities. Also, IHIBII is dedicated to modeling individual and institutional service to the communities in which they serve.

## **Institutional Goals**

| <b>INSTITUTIONAL GOAL</b>   |
|---|
| 1. Graduates will articulate the plan of salvation, defend their faith in an intellectual and rational manner, and demonstrate an understanding of the preeminence of sound biblical and relational responsibility. |
| 2. Graduates will be sensitive and responsive to diverse backgrounds, cultures, and world views.  |

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|--|
| 3. Graduates will be committed to constant lifelong learning.  |
| 4. Graduates will exercise and apply ministry skills.  |
| 5. Graduates will demonstrate verbal and nonverbal communication skills.                               |
| 6. Graduates will be prepared to pursue advanced education appropriate to their certificate or degree. |

## **Technology**

IHIBII embraces technology as it is one of the most utilized tools in higher education. As an institute of higher learning IHIBII encourages our students to utilize the technological tools offered in effort to increase effectiveness in the student’s academic pursuit. The usage of technology has been integrated within the curriculum enhancing the overall classroom experience. This usage broadens research, enhances communication, and provides university wide connectivity.

## **Student Access**

IHIBII has made advances to ensure that students have access to adequate and reliable technology throughout the campus. Several computers are available throughout the campus for student usage including a computer lab, student activity center, as well as the Library. IHIBII also recognizes that some students may want to utilize their personal computers. Therefore, an on-campus infrastructure for connecting through Wi-Fi connection is available to all students on campus. Students on campus will have access to through a wireless network. Computers are available in each common area for student usage. Each student must comply with the institute usage policy.

## **IHIBII Student Portal**

Each student upon acceptance at IHIBII is assigned a student portal. This portal allows students to actively engage with their academic life at the university. Students will have access to grades, attendance, billing, classes, registration, and much more. This system provides real-time access for the student to their record.

## Faculty and Administration



**Dr. Warren Dillon**

President

B.A, Southern University; M.A., Georgia University; Th.M., Th.D. Gwinnett Hall Baptist College, Doctor of Ministry Luther Rice Seminary

Born in a small town, and given a big assignment, Dr. Warren Dillon, of Vacherie, LA has impacted thousands with his drive and desire to be used of God in “such a time as this”.

With a B.S. of Science Mathematics from Southern University (Baton Rouge, LA) and a Master of Arts in Psychology from Georgia University (Carrollton, GA) Dr. Dillon started his professional career as a System Engineer with IBM in 1968. After thirty years of service to the corporation, he retired to fully answer the call of God upon his life and was officially ordained in ministry in 1985. Along with his call, Dr. Warren Dillon continued his education to receive both a Master’s and Doctorate of Theology from Gwinnett Hall Baptist College (Lawrenceville, GA). He went on to earn a Doctor of Ministry from Luther Rice Seminary in 2015.

He believes in being equipped for the calling and thus has served in excellence as an Associate Minister of Zion Missionary Baptist Church (Roswell, GA) 1985-1987, Pastor of Cole Street Missionary Baptist Church (Marietta, GA) 1987-1989, and on to Founder/Senior Pastor of In His Image International Christian Church (Marietta, GA) 1989-present. Dr. Dillon also served in the capacity of Senior Chaplin for the Cobb County Police Department (2000-2003), and the Spiritual Leader for Kairos Prison Ministry (2000-present).

In 1997, Dr. Warren Dillon acted upon his hearts cry for Africa, by joining the mission field as the Director of Providence World Missions Africa (Marietta, GA/Uganda, East Africa). In 1999 Reach One Mission International (ROMI) was founded by Dr. Warren Dillon. He also has served as a Professor of Biblical Studies at Gwinnett Hall Baptist College (1997- 2012), and Headmaster/Instructor of In His Image Christian Academy (1995-present). He also acted as the Host of “His Image” Radio Broadcast (1985-1997) and has facilitated numerous seminars, workshops, and revivals throughout Georgia, Louisiana, Jamaica, and East Africa. In 2012, Pastor Dillon launched In His Image Bible Institute which offers degrees in Biblical Studies. He continues to serve as a spiritual leader for Kairos Prison Ministry and trains people to serve as missionaries. Truly, Pastor Warren Dillon is living up to a standard of excellence and fulfilling the Assignment God has commissioned him to complete.



## Dr. Larry V. Purvis

Professor

B.S. University of Northern Colorado. Th.M., Th.D. Gwinnett Hall Baptist College.

Dr. Purvis was born in Bethel, North Carolina. He graduated from High School in 1965. He immediately joined the US Air Force at the age on seventeen where he served for seven and half years which included a tour in Viet Nam. After being honorably discharged from the Air Force, he was hired by IBM where he spent almost twenty years.

He accepted the Call into the Gospel Ministry in 1989 and was both licensed and ordained at Zion Baptist Church in Marietta, Georgia. He also served as an Associate Minister at Zion Baptist Church, Roswell from 1992-1997.

He was promoted by IBM and he and his wife Alva moved to Marietta from Boulder, Colorado in 1985. They have been happily married for over 32 Years. Alva was promoted by IBM and they moved from Marietta to Austin, Texas from 1997 to 2004. When they returned to Marietta in 2004, they joined Cole Street Missionary Baptist Church and in 2006, Rev. Purvis was chosen as Pastor. Pastor Tenth Year Anniversary was celebrated on October 23, 2016.

Pastor Purvis earned a Bachelor of Science Degree in Business from the University of Northern Colorado at Greeley, Colorado in 1984. He earned his Master's in 1994 and earned his Doctorate in Theology from Gwinnett Hall Bible College in 1997.

His motto is "judge each day not by its harvest but by the seeds that you plant." His focus is on mentoring and discipleship. He whole heartedly believes in doing the great commission: "Go therefore and make disciples of all the nations, baptizing them in the name of the Father and the Son and the Holy Spirit, <sup>20</sup> teaching them to observe all that I commanded you; and lo, I am with you always, even to the end of the age."



Pastor John P. Morgan  
Professor

B.S. University of Cincinnati, M.Div Southern Baptist Theological Seminary, D.Min Northern Theological Seminary

For 27 years, John Paul Morgan has made it his mission to equip people to do the work of the ministry for the building up of the body of Christ. His message is clear. If people are to transform the world they live in. They must be willing to submit the totality of their lives to the Lordship of Jesus Christ through His Church.

As founding Pastor of Crown of Life Community Baptist Church since 1994, located in Powder Springs, Georgia, John leads a vibrant body of believers who are growing in Christ as they embrace a hurting world with the transforming gospel of Jesus Christ.

A native of Cincinnati, Ohio, Pastor Morgan is the only Child of Eddie (deceased) and Verna Morgan. He graduated from the University of Cincinnati in 1990 with a Bachelor of Science in Administrative Management. He earned a Master of Divinity degree from The Southern Baptist Theological Seminary in 1993. He earned a Doctor of Ministry degree from Northern Theological Seminary in 2020. Pastor Morgan was privileged to be an inaugural participant in Lott Carey Foreign Mission Conventions "Pastor Excellence" Program. Where he was afforded the opportunity to travel and experience ministerial immersion into the cultures of Ghana, South America, Jamaica, West Indies, Zimbabwe, Africa, and Johannesburg, South Africa between 2003 to 2005. From 2006 to 2008 Pastor Morgan served as chaplain to the line employees of Tip Top Poultry of Marietta, Georgia through Market Place Ministries Chaplains, USA. Presently Pastor Morgan is currently writing his thesis in Contextual Theology at Northern Theological Seminary in Lombard, Illinois.

Pastor Morgan is united in marriage with the former Ms. Tracy Jo Carter, who is a certified/licensed Speech Language Pathologist. They have been married for twenty-five years. They are also the proud parents of two beautiful twins, William Jamal and Karissa Jade Morgan, who are both seniors at East Paulding High School.



Dr. Brien E. Martin

Professor

M.A., Richmond Graduate University, Masters of Biblical Counseling Luther Rice Seminary, PH.D. Gwinnett Hall Baptist College

Dr. Martin is a spiritually motivated, personable, business professional who carries a successful track record of sound teaching in the pulpit and classroom, personnel management and spiritual supervisor. Dr. Martin currently is serving as the interim pastor at Sardis Missionary Baptist Church in Kennesaw, GA. He

has served as an Evangelist Outreach Team Leader for the Kennesaw Missionary Baptist Association. Dr. Martin holds a Masters of Biblical Counseling from Luther Rice Seminary, (2013) a Masters of Arts and Ministry from Richmond Graduate University, (2017) and Doctorate of Biblical Studies from Gwinnett Hall Baptist College, (2001)

Dr. Brien's ministerial declaration is to lead the people of God to a greater and deeper relationship with the Lord by feeding them the word of God and shepherding their hearts to better equip the saints of God to accomplish his work, *his purposes*, and to share with the unsaved how to find real life and true freedom in Christ. Ephesians 4:12.



Dr. Amos Williams Jr.

B.S. Microbiology Southern University, M.Div. New Orleans Baptist Theological Seminary, D.Min. New Orleans Baptist Theological Seminary.

Dr. Amos Williams Jr. is a native of Amite, Louisiana. He is married to Diana B. Williams for thirty-eight years. God has blessed them with two children and three grand-children.

Dr. Williams was called to the Gospel ministry in 1993 and ordained in 1995. He completed Amite High school in 1973. In 1978

Dr. Williams graduated from Southern University in Baton Rouge with a Bachelor of Science in Microbiology. In 2012 he earned a Master of Divinity from New Orleans Baptist Theological Seminary in New Orleans, Louisiana. Dr. Williams received a Doctor of Ministry degree from New Orleans Baptist Theological Seminary in May 2016. Over the past seventeen years, Pastor Williams has served the Liberty Hill Missionary Baptist Church of Marietta, Georgia. Before answering the call to ministry, he served 27 years in pharmaceutical sales, and four years with the Quaker Oats Company. Dr. Williams enjoys teaching and preaching God's word to God's people.



Aleen Dillon  
Student Advisor

Mrs. Aleen Dillon joined IHIBII in 2015 as Student Advisor. Her educational background includes an Associate in Biblical Studies, and a Bachelor of Art in Biblical Studies from In His Image Bible Institute. Over the years she has taught a variety of ages and courses, from first grade to high school at In His Image Christian Academy. She also serves as a Sunday School teacher at In His Image Church. Aleen has a passion and drive to help students view and connect with the world around them through a Christian worldview. She married Dr. Dillon, President of IHIBII in June 2017 and they live happily in Roswell, Georgia.



Alexsus Gillians  
Administrative Assistant to President

Alexsus Thomas and her family joined In His Image Ministry in 2010. Since then, Alexis' outstanding leadership skills have been appreciated at In His Image Ministry as church administrator, minister, event coordinator, and website administrator. Alexis brings an excellent blend of education, ministry, and management experience to IHIBII. Her educational background includes a B.S. in Computer Information Systems from Louisiana State University. She was ordained as a minister in 2014. Her ministerial experience encompasses a wide variety of positions in youth ministry, worship and creative arts, communications, church administration, leadership development and Christian education. She has one daughter and two sons and resides in Marietta, Georgia.



Clinton Parker  
Public Relations

Clinton Harold Parker was born in Althiemer, Arkansas and was the proud son of Mrs. Doll Baby Parker. He is one of eight children and the youngest of three sons. He attended the University of Arkansas, Pine Bluff 1978-1982 with a major in Industrial Arts Technology. He received a Bachelor of Art in Biblical Studies from In His Image Bible Institution International in 2019. He is married to Charlotte Parker; he is a husband, father, brother and proud grandfather. He retired from the United States Marine Corp after many years of faithful service. He accepted Christ and was baptized at an early age. He is a licensed minister and Leader of the Family & Marriage Ministry at NFMBC. He is the founder and CEO of 'Families under Construction' reaching the lost and unsaved which provides education survival skills for families to both married and single parent households. This ministry is designed to restore God's family to the order and power for which he ordained and purposed it to be.

# ADMISSIONS INFORMATION

## ADMISSIONS REQUIREMENTS

The requirements for admission established by the institute provide minimum qualifications. The institute follows an open admissions policy for those who meet the spiritual and educational qualifications outlined.

Successful applicants should meet the following spiritual qualifications:

- *Should give evidence of a personal relationship with God.*
- *Should not be antagonistic toward the Statement of Faith as outlined in this catalog.*
- *Should embody a life of holiness.*
- *Should possess a teachable spirit.*
- *Successful applicants should meet the following educational qualifications:*
- *Must have a diploma from an accredited high school or successfully passed the General Education Development (GED) test.*
- *American College Testing (ACT) or Scholastic Aptitude Testing (SAT) is recommended but not required.*

## ADMISSIONS PROCESS

An application for admission may be submitted by anyone 18 years or older at any time during the semester. To apply, the following steps must be followed:

1. Submit completed admission application along with the required non-refundable application fee. See financial section of this catalog for specific cost.
2. Submit an official high school transcript, GED certification, or a transcript from an accredited college indicating completion of an Associate of Arts or Bachelor of Arts degree, along with the application or within 30 days after submitting application.  
*note: You will have 30 days to acquire and submit your official transcript after registration. However, you will not be able to receive financial aid until the transcript has been received. A copy of your high school or GED transcript can be faxed by the school, and the official transcript placed in the mail in order to save time). IHIBII will accept transcripts from "Parchment Exchange" as being Official.*
3. Submit reference forms completed by pastor or church official and one person other following: pastor, local church official, or college instructor.

## APPLICATION DEADLINE

Prospective students may submit an application for admission at any time. However, to allow for adequate processing, individuals are encouraged to consider the following application schedule:

| <b>Semester</b> | <b>Preferred Deadline</b> |
|-----------------|---------------------------|
| Fall            | August 10                 |
| Spring          | December 10               |
| Summer          | April 10                  |

## **SPECIAL STUDENT ADMISSION**

Students who wish to avail themselves of the training who are not high school graduates may be admitted as special students. Students in this category can receive transcripts but will not be eligible to receive a degree until they have successfully passed the GED tests or received a High School diploma. Therefore, the college may exercise the right to accept or reject students in this category based upon this policy limitation.

Home schooled students who did not pass the ACT or SAT may take the General Education Development (GED) test. This certificate will be accepted in lieu of a high school transcript.

## **ABILITY TO BENEFIT**

An applicant that has not completed secondary education may enroll and take courses under the conditions of the Ability-to-Benefits requirements. Such academic credits could be validated upon completion of work for the high school diploma or pass the General Education Development Test.

Applicants admitted under this program are required to pass one of the following: (1) The General Education Development (GED) tests by the end of the second semester of attendance or 180 days from initial enrollment. (2) The American College Testing (ACT) with a cumulative grade of 16. Registration for the ACT may be requested online at [www.actstudent.org](http://www.actstudent.org) or by calling (404) 231-1952 or (319) 337-1270 or by writing: ACT Registration Department, P. O. Box 18, Iowa City, IA 52243-0168.

Students must have passed the General Education tests to be eligible for Federal Financial Aid.

## **ENTRANCE TESTING**

Potential undergraduate students are required to take an assessment test before acceptance into IHIBII. The testing is in the following areas: Basic English, Basic Math, and General Bible Knowledge. These tests are used as assessment tools to provide support to students as they begin their educational journey.

The American College Testing (ACT) or Scholastic Aptitude Testing (SAT) is recommended for all applicants but not required. ACT information can be obtained from [www.act.org](http://www.act.org) or by writing to the ACT National Office, PO Box 168, Iowa City, Iowa, 52243-0168.

SAT information can be obtained from [www.collegeboard.com](http://www.collegeboard.com) or by writing the College Board SAT Program, PO Box 6200, Princeton, New Jersey, 08541-6200. Applicants should request that their test results be forwarded to In His Image Bible Institute International. Home schooled students must be approved by the State of Georgia and must have passed the ACT with a score of 16 or above, or the SAT with a score of 900 or above.

## **APPLICATION FOR RE-ENTRY**

Individuals who have not been enrolled in classes for at least one year but desire to resume their educational pursuit are required to complete a Re-entry Application and pay the re-entry fee. See the financial section of this catalog for specific costs.

Students who graduate with a Bachelor of Arts in Biblical Studies degree from In His Image Bible Institute International and would like to re-enroll in a Master program must complete an application, pay an application fee, and submit a transcript from In His Image Bible Institute International.

## **TRANSFER CREDIT REQUEST**

Applicants may request pre-evaluations of college transcripts for transfer credits to be applied towards their degree programs. To request pre-evaluation, student must complete the request form and submit an unofficial transcript to the office of admissions. The pre-evaluation is a preliminary step utilized to assist the applicant with course selections; however, it is deemed as unofficial until the official transcript has been received and evaluated by the Academic Office. Upon completion, the applicant/student will be notified of their pre-evaluation results by email.

## **ADMISSION INFORMATION FOR THE MASTER OF BIBLICAL STUDIES DUAL ENROLLMENT PROGRAM**

Students will be able to dually enroll in the Master of Biblical Studies (MBS) program based on the following criteria:

- Student must be within nine credit hours of completing his or her current undergraduate (Bachelor) degree.
- Student must complete the current degree program within the first semester of the dual enrollment. Example: If a student is taking the last course in undergraduate, they must complete it by the end of the first semester in the MBS program.
- Tuition and fees will remain the same based on the current program for the first semester only. Example: If a student is in the Bachelor of Biblical Studies program paying the current undergraduate tuition/fee rate per semester hour and dually enrolls in the MBS program, the student will continue paying the current undergraduate tuition/fee for the MBS for that particular semester. The following semesters, the tuition and fees will change to the normal MBS tuition and fee schedule.
- Students must be accepted into the program on a conditional basis based on the same requirements of the full MBS program.

## **ORIENTATION FOR FIRST-TIME STUDENTS**

The Admissions Office conducts an orientation for all first-time students at IHIBII. All first-time students are required to attend orientation prior to their first registration. During this session, students will gain knowledge of academic, admissions, and other pertinent campus policies and requirements, meet college staff and faculty, receive information on campus life, tutoring, financial aid, library usage and resources, email usage, and meet other new students.

## **REGISTRATION INFORMATION**

Registration is required each semester. All students will be assigned a permanent student identification number. All students are required to register online ([www.IHIBII.com](http://www.IHIBII.com)) utilizing the IHIBII student portal. Scheduled registration assistance dates are published on the IHIBII website within four weeks prior to registration. *Academic advising is strongly recommended for all students prior to registering for classes each semester.*

Students that are classified as self-pay students must meet with the Business Office to make financial arrangements. If unable to make full payment at registration, it may be possible to receive the Monthly Payment Plan (MPP). A monthly finance charge of 1.5% will be added to any unpaid balance. Only tuition charges may be financed; all fees must be paid at time of registration. Please contact Business Office for more information.

### **ACADEMIC HOLD, BUSINESS HOLD, LIBRARY HOLD**

A hold will be placed on a student's academic or business account due to the following situations: (1) GPA drop below 2.00, (2) No high school transcript on file, (3) failure to submit material for admission, (4) library material not returned (4) out-standing account balance, and failure to complete assessment testing. The student will be permitted to enroll once these matters are resolved.

### **ADD/DROP/CHANGE**

Adds, drops, or changes to registration must be made by the registration deadline or during the add/drop period. See the financial section for specific cost information. Any changes initiated by the college will not incur a fee and will not be subject to the usual admission policy. A student will not be allowed to add a new course after the first semester week. To withdraw from a course, official notice must be submitted to the Registrar's office. Withdrawals are prorated based on semester weeks regardless of class start date. Please see the section on withdrawals for more information.

### **LATE REGISTRATION**

Students are strongly encouraged to register during the scheduled registration sessions. However, students who encounter un-foreseen circumstances are given the opportunity to register during the week following normal registration. However, a late fee will be charged in addition to the normal registration fee. See the financial section of this catalog for cost information. Registering late will cause students to miss important instructional time. It is the student's responsibility to obtain class material and make up any missed assignments.

### **REGISTRATION INELIGIBILITY**

Students with delinquent accounts will not be able to re-enroll until financial obligations are met.

## **COURSE SCHEDULES**

Course schedules will be made available on an annual or semester basis on the Institution website at [www.ihibii.com](http://www.ihibii.com). Schedules are subject to change at the discretion of the Institute. Any changes will be published on the institution website.

## ACADEMIC INFORMATION

In His Image Bible Institute International offers the following programs:

- *Certificate of Arts degree in Biblical Studies – 30 credit*
- *Associate of Arts degree in Biblical Studies – 60 credit hours*
- *Bachelor of Arts degree in Biblical Studies – 120 credit hours*
- *Master of Arts degree in Biblical Studies – 36 credit hours*
- *Doctor of Art degree in Biblical Studies – 39 credit hours*

## ACADEMIC DEFINITIONS

**Catalog Entry Year:** Degree requirements are to be met based upon the catalog in effect at the time of the student's first semester. The program outlined in that catalog is to be followed unless the student misses one full year. In such cases, the student is required to complete requirements as outlined in the most current catalog.

**Credit Hour:** A measurement of time equivalent to one class of 50 minutes per week (plus preparation) or two laboratory hours per week plus preparation for 15 weeks.

**Cumulative Grade Point Average:** Measurement of the average grade earned by a student over the course of the complete program.

**Curriculum:** The pattern of courses leading to an accepted educational objective or degree program.

**Degree:** A rank given upon completion of a course of study.

**Electives:** Courses chosen voluntarily by a student contributing to a balanced program of education with the chosen curriculum.

**Family Education Rights and Privacy Acts (FERPA):** FERPA is the federal regulation body that governs the rights of students and institutional responsibilities with respect to student records.

**Full time / Half Time Equivalent:** Undergraduate full-time, twelve semester credit hours, half time, 6 semester credit hours. For financial aid purposes classifications will be reported as listed below:

**Undergraduate Enrollment Status:**

- Full Time = 12 or more semester credit hours
- Three Quarter Time = 9-11 semester credit hours
- Half Time = 6-8 semester credit hours
- Less Than Half Time = 1-5 semester credit hours

**General Institute Catalog:** The General Institute catalog is an official document. Comprehensive in nature, it outlines the curriculums of all program and major requirements and contains detailed course descriptions, definitions, financial information, and policies and procedures of the institute that relate directly to academic functions and student concerns. The student is required to adhere to the contents of the catalog.

**Grade Point Average cumulative:** Measurement of the average grade earned by a student including all semesters.

**Grade Point Average current:** Measurement of the average grade earned by a student for a given semester.

**Hold:** A flag that is placed on a student's record or account due to incomplete file, outstanding balance, or drop in GPA.

**Home School Student:** Students who have been educated through a home school program approved by the State of Georgia or an accredited public school system.

**Learning Support Courses:** Institute courses designed to improve a student's skill level in a particular subject, enabling the student to raise their level of performance in that subject to an acceptable institute entry level.

**Major:** A specialized field of study whereby a degree is issued upon completion of requirements as outlined in this catalog.

**Matriculation:** Enrolling at an institute for the first time.

**Minor:** A secondary field of study pursued in conjunction with a Bachelor of Arts degree, whereby recognition is awarded upon receipt of a Bachelor of Arts degree and appears on the academic transcript.

**Prerequisite:** A course which must be completed prior to admission into another course.

## ACADEMIC ADVISING

Academic advising is available to all students through the chairperson of their department of study and is offered as a courtesy to students. Prior to or during students' first registration at IHIBII, students should consult their advisor for advising and guidance concerning completion requirements and in their selection of classes. Students will be provided a course evaluation status sheet that details the courses which must be completed in order to graduate. The names of available academic advisors are published in the course semester schedule each semester. The student is solely responsible for meeting all program and major requirements as outlined in the catalog of his or her entry or re-entry year (See catalog definition for more information).

## ACADEMIC CALENDAR

The academic year consists of 15 weeks fall and spring semesters (16 including a 1 week break) and an 8 weeks summer term. The academic calendar is posted in semester schedules and on the website.

## ACADEMIC GOOD STANDING

To continue in academic good standing at IHIBII, undergraduate students must maintain a cumulative grade point average of 2.0.

## ACADEMIC HONOR RECOGNITION

**President's List:** The President's List recognizes undergraduate students who carry a full load and earn a grade point average of 4.0 in a given semester.

**Dean's List:** The Dean's List recognizes undergraduate students who carry a full load and earn a grade point average of 3.5 to 3.99.

Recipients of the President's and Dean's list will receive special recognition by the Institute.

## ACADEMIC PENALTIES

**Academic Exclusion/Suspension:** A student will be excluded if, upon attempting 30 credit hours, their cumulative grade point average is less than 1.75 and their grade point average for the semester is less than 2.0. A student will be excluded for one semester and may be reinstated upon the recommendation of the Dean of Academic Affairs.

**Academic Probation:** Students will be placed on academic probation if, in a succeeding semester, their cumulative grade point average is less than 1.75 and their grade point average for the semester is less than 2.0. A student will remain on academic probation until a cumulative grade point average of 1.75 or better is earned, or until the grade point average for the semester is 2.0 or better with a load of at least three credit hours.

**Academic Warning:** Students earning less than a 2.0 grade point average will be placed on academic warning. Students will be removed from academic warning when their cumulative grade point average reaches 2.0 or higher.

## ASSESSMENT AND EVALUATIVE TOOLS

Assessment plays a major role in the teaching-learning process and will also determine the methods of teaching as well as content. The following is a list of the various methods used for measuring student learning in all areas of study:

- *Bible exit examination for all undergraduate students*

- *Internship classes*
- *Quizzes and exams*
- *Oral presentations*
- *Group presentations*
- *Monitored group discussions*
- *Written exercises such as essays, research papers, mock business and church plans, and reading reports*
- *Library research assignments*
- *Team projects*
- *Field trips*
- *Individual projects*

## **ATTENDANCE AND PROGRESS**

The In His Image Bible Institute International faculty takes a serious view of classroom attendance. To perform well on examinations and other assignments, students need more than class notes. Insights and perspectives may surface in class that will be of significance. Students are expected to contribute to class discussions when directed. Class attendance, punctuality, and completion of course requirements are vital to the academic and Christian character of the student. Classes are conducted with the assumption that every student will be present for every class.

Faculty have authority to set their own attendance policy with respect to the published attendance policy limit as outlined below. Absences are determined based on the following guidelines:

- *Within a 15 weeks semester – Maximum absence allowance is four (4) class sessions (Two for the Summer semester).*
- *Online classes – Maximum absence allowance is four (4) class sessions, (two for Summer semester), determined by the weekly semester units as outlined in the course syllabus. Login and completion of assignments are required.*
- *Five-day modular classes – Maximum absence allowance is one (1) day.*
- *Weekend modular classes – Maximum absence allowance is one (1) week-end.*

**NOTE: Accumulating the maximum absence allowance for any class constitutes failure in the course and/or the Registrar’s Office may initiate the administrative withdrawal process.** Once a student reaches the limit of missed classes, the instructor is required to report student’s absence status to the Registrar for further evaluation.

All faculty members are required to maintain an accurate attendance record and begin class on time. When it becomes necessary for a student to miss a class for any reason, the student is encouraged to contact the instructor via email to make arrangement to complete missed assignments.

### **Online Courses**

Online courses meet for fifteen (15) weeks (sixteen including the break) during the fall/spring semesters and eights (8) weeks during the Summer Term. While there is no official class “date &

time” for online courses, each course has sixteen “academic work weeks”. An academic work week is Monday through Sunday at 11:59 pm. Each course requires weekly log-in and assignments that serve as an attendance check-in. online faculty have authority to set their own attendance policy with respect to the published attendance policy. Deadlines for submitting assignments will be posted within the course syllabus.

***NOTE:** Logging into courses only does not count for attendance purposes. Student must submit work within the applicable work week in order to be counted as present. Deadlines for work submission will be posted within the course syllabus.*

### **AUDITING A COURSE (NON-ACADEMIC CREDIT)**

A student enrolling in a course on an Audit basis generally means that the student will attend classes regularly, but will not be required to write papers and complete examinations or projects. A student auditing a course will not receive a grade. The student’s official transcript will indicate “audit” (AU) in place of grade. Audited classes cannot later be converted a course for credit.

### **AUTHORITY OF INSTRUCTOR**

The instructor is in absolute charge of the class at all times. Assignments and regulations established by the instructor shall be diligently followed.

### **CLASSIFICATION**

Division of students based on the number of credit hours completed.

|           |                  |
|-----------|------------------|
| Freshman  | 27 hours or less |
| Sophomore | 28 through 59    |
| Junior    | 60 through 92    |
| Senior    | 93 and above     |

### **COURSE GRADING INFORMATION**

Undergraduate students must maintain a cumulative grade point average of 2.0.

| Grade | Standard  | Scale    | Quality Points   |
|-------|-----------|----------|------------------|
| A+    | Excellent | 98 – 100 | 4.0 grade points |
| A     | Excellent | 94 – 97  | 3.7 grade points |
| A-    | Excellent | 91 – 93  | 3.5 grade points |
| B+    | Good      | 88 – 89  | 3.3 grade points |
| B     | Good      | 84 – 87  | 3.1 grade points |
| B-    | Good      | 80 – 83  | 2.9 grade points |
| C+    | Average   | 78 – 79  | 2.7 grade points |
| C     | Average   | 74 – 77  | 2,5 grade points |
| C-    | Average   | 70 – 73  | 2.3 grade points |
| D+    | Passing   | 68 – 69  | 2.1 grade points |

|     |                    |              |                   |
|-----|--------------------|--------------|-------------------|
| D   | Passing            | 64 – 67      | 1.9 grade point   |
| D-  | Passing            | 60 – 63      | 1.7 grade points  |
| F   | Failing            | Below 60     | 0 grade points    |
| P   | Passing            | 0            | 0 Not counted     |
| WP  | Withdrawal Passing | 0            | 0 hour attempted  |
| WF  | Withdrawal Failing | 0 (punitive) | 0 hours attempted |
| INC | Incomplete         | 0            | 0 hours attempted |
| U   | Unsatisfactory     | 0            | 0 Not counted     |
| Au  | Audit              | 0            | 0 Not counted     |

*Note: Any grade notation related to or implying a Failure is given a value of zero on the 4.0 GPA scale and is included in the cumulative average*

### **COURSE IDENTIFICATION SYSTEM**

Course identifications contain alpha and numerical components. The letters of the alphabet indicate which field of study the course addresses. The numerical component determines the classification level, i.e. Freshmen, 100, Sophomore, 200, Junior, 300, Senior, 400.

### **COURSE SYMBOL/DEPARTMENT OF INSTRUCTION**

|      |                         |     |                |
|------|-------------------------|-----|----------------|
| ATH  | Applied Theology        | Mi  | Mission        |
| Bi   | Bible                   | Mkt | Marketing      |
| Bus  | Business Administration | Mu  | Music          |
| Co   | Counseling              | Ph  | Philosophy     |
| E    | English                 | Psy | Psychology     |
| Econ | Economics               | Sc  | Science        |
| Ed   | Education               | Sp  | Speech         |
| Hist | History                 | SS  | Social Science |
| L    | Language                | Th  | Theology       |
| LS   | Leadership              | UD  | Urban Studies  |
| Math | Mathematics             |     |                |

### **COURSE LOAD (MAXIMUM)**

Students may enroll in a maximum of 15 hours at one time. Exceptions must be approved by the Dean of Academic Affairs, Department Chair, or Registrar.

### **COURSE SUBSTITUTION**

Any substitutions for, changes in, or exceptions to courses which are required for the granting of a degree from In His Image Bible Institute International must be approved by the Dean of Academic Affairs, Department Chair, or Registrar.

### **COURSE SYLLABI**

A course syllabus is prepared for each course taught each semester and is available in the Student Portal. Access will not be provided to the course syllabus unless registered for the course. Students are required to bring the course syllabus to class on the first day.

### **CREDIT BY EXAMINATION**

A proficiency examination may be given to qualified students currently enrolled at IHIBII in selected courses on the recommendation of approved officials. Upon passing the examination with a minimum grade of “B,” the student may receive course credit for the course after the required payment has been made, see financial section of this catalog for further information. Credit earned through proficiency and advanced placement shall be recorded with a grade of “P” and will not affect the student’s Grade Point Average. Transcripts containing college credits acquired through USAFI courses, the College-Level Examination Program (CLEP), or through colleges in various branches of the military, should be submitted along with the student’s other transcripts. Transcripts will be reviewed by the Dean of Academic Affairs to determine the number of hours and courses for which transfer credit will be allowed.

### **CUMULATIVE GRADE POINT AVERAGE**

The cumulative grade point average (GPA) is determined by dividing a student’s total overall quality points earned by the total number of overall hours of credit attempted.

### **CURRICULUM FOCUS**

Normal standards require that all graduates must have 30 semester hours of credit in Bible and Theology, which constitutes a major in Biblical Studies. For those majoring in Biblical Studies, the student is required to complete at least 45 hours of Bible and Theology.

### **DIRECTED STUDY**

Under special circumstances, based on a GPA of 3.0 or above, a senior student in his or her last semester may take a course by directed study method. This form of study is designed to meet a specific need in exceptional circumstances for seniors and is not intended to have extended use. Two directed study courses is the limit for a 4-year course of study. Approval must be obtained from the Department Chair of Study, Dean of Academic Affairs, or the Registrar.

The student can expect to receive a schedule of assignments equivalent to 150 clock hours of study for the duration of 15 weeks. The student is responsible for completing all course requirements within the 15-week semester and for maintaining contact with the instructor

according to the agreement. A completed Directed Study Agreement signed by appropriate officials must be submitted to the Registrar at time of registration.

## **DIRECTORY INFORMATION**

Information that may be released without the student's permission is considered as directory information. It includes: name, address, phone numbers, email address, major/program, enrollment status and dates of attendance, class, degree awarded. Nondisclosure may be requested by student if he or she so desires.

## **EXAMINATIONS**

Examinations should be completed on schedule as outlined by the instructor. Provisions for late testing and penalty, if applicable, will be outlined in the course syllabus or discussed by the instructor on the first day of class.

## **EXTENSION SITES**

In His Image Bible Institute International holds institute courses at various locations in the metro Atlanta area. These locations provide students with the opportunity to take a course at a more convenient location.

## **GRADE APPEAL**

Students enrolled in classes at In His Image Bible Institute International have the right to appeal grades assigned them. The following procedure must be followed by the student who desires to appeal a grade:

- Schedule an appointment with the instructor who has assigned the grade. Discuss the matter with the instructor, asking him/her to review the basis for assigning the grade. If the disagreement about the grade is resolved in this discussion, the instructor will submit the proper documentation to the Registrar.
- If not resolved in Step 1 above, the student may schedule an appointment with the Department Chairperson to review the basis for assigning the grade. The Department Chairperson may wish to consult individually with the student and instructor. If the disagreement about the grade is resolved in this discussion, grade change action (when needed) should originate at this time. **EXCEPTION:** In a situation where the grade in question involves a dispute between a student and a Department Chairperson, the appeal may move directly to step 3.
- If the matter is still not resolved, the student may request to have his or her appeal reviewed by the Academic Affairs Committee. The Vice President for Academic Affairs will convene a meeting of the Academic Affairs Committee.
- A final review will be made by the Academic Affairs Committee who may uphold the assigned grade or declare the grade invalid. If the grade is declared invalid, the Vice President for Academic Affairs will inform the instructor of the final decision and require instructor to submit the proper grade change documentation to the Registrar.

The right to appeal a grade expires one year from the beginning of the semester in which the grade was assigned.

## **GRADE REPORTS**

Students will receive progress reports after the end of each semester containing current and cumulative GPA and final grade for each course taken during the semester. Reports may be obtained through the student portal. See semester schedule for release dates.

## **HOME SCHOOLED STUDENTS**

The university embraces home schooling and appreciates the willingness of parents who home school their children. For home-schooled students to be eligible for admissions the program must be approved by the State of Georgia and the curriculum must meet the requirements of the Georgia Public School System. Home schooled students must have passed the ACT with a score of 16 or above, or the SAT with a score of 900 or above. Home schooled students who did not pass the ACT or SAT may take the General Education Development (GED) test. This certificate will be accepted in lieu of a high school transcript.

## **INCOMPLETE**

At the instructor's discretion, if provided evidence of hardship or an extenuating circumstance such as illness, medical emergency, or an approved circumstance that prevents the student from completing the course, and the student is in good academic standing, the student may be given the grade of INC (incomplete) for a course in which requirements have not been met. Students may consult with the instructor for assignments to complete within thirty (30) days from the last day of class. The student's final grade will be reduced by one letter grade. If the remaining work has not been completed within 30 days of the last day of class, the grade of INC will be changed to F and will be listed as such on the student's transcript. No coursework may be submitted for a course after thirty days from the last date of class unless in extenuating circumstances for which medical or other official documentation is provided.

## **INTERNSHIP**

All students who have entered or re-entered the college since Fall 2018 are required to take an internship course in their junior or senior year. Internship courses involve hands-on training in a ministry situation or in a classroom setting. Students will serve in a Christian education or discipleship training programs, or regular pulpit ministry under an approved mentor. Internship requires a Theological reflection paper (discussing norms, data and function of the internship ministry). Both mentor and student are required to submit mid-course and exit evaluations.

## **MAJORS**

Upon initial enrollment, a student may declare the following majors: Associate of Arts in Biblical Studies, Bachelor of Arts in Biblical Studies, Master of Arts in Biblical Studies or Doctor of Ministry.

## **UNDECLARED MAJOR**

A Student may enroll in a Bachelor of Biblical Studies program without declaring a major with the option to declare a major at any time during the first two consecutive years of attendance. If a major has not been declared by the end of the second year, an academic hold will be placed on the student's record. An academic hold will deem the student ineligible to register until a major has been declared.

## **CHANGE OF MAJOR**

Individuals wishing to change their major must complete a Change of Major form which may be obtained from the Registrar's Office. A processing fee is required to change a major. See the financial section of this catalog for cost information to change a major. Upon change of major approval, student will be subject to the curriculum requirements listed in the catalog in effect at the time the change is approved. Upon changing a major, students are encouraged to see his or her Academic Advisor for counsel and further direction.

## **CHOOSING A MAJOR**

Students are encouraged to declare their major at time of initial registration or at any time prior to reaching sophomore class status. To declare a major after the first semester or to change a major, written documentation must be submitted to the Registrar's office. The appropriate Change of Major form is available in the academic office and on the IHIBII website.

## **QUALITY POINTS**

Quality points for a course are computed by multiplying the number of credit hours earned by the student's grade as measured on a four-point scale (A=4, B=3, C=2, D=1, F=0). The total quality points are computed by adding together the quality points earned in each course completed.

## **REPEATING A COURSE**

A student may elect to repeat a course for grade adjustment only once. The grade received the second time the course was taken will be counted in the computation of his/her grade point average (GPA). A student who has exhausted the "Course Repeat Policy" privileges may still repeat a course in which an F" is earned but no additional credits will be applied. Both grades will be counted in the GPA computation. Repeated courses are charged the same tuition rate and fees as any other courses.

## **SCHEDULE CHANGE**

A schedule change is defined as adding and dropping any number of courses, but maintaining enrollment. Students may change their class schedule the first week of the term, which is referred to as the Drop/Add period. After the Drop/Add dead-line, schedule changes are not permitted. Tuition and fee charges for a dropped class are based on the start of the term, not on the class start date.

Schedule changes made before the official semester start date have no financial impact. Students may change their schedule during before the start of the semester through the IHIBII student portal. After the semester starts, the student must contact the Registrar's Office to complete a change fee and pay the applicable change fee. See the financial portion of this catalog for more information.

## **TRANSCRIPT REQUEST**

Complete academic records for each student are maintained by the Academic Office. Transcripts are processed electronically and may be requested through Parchment by visiting the institute website at [www.ihibii.com](http://www.ihibii.com). Transcripts may be available electronically within 24 hours; transcripts requesting standard printing and mail processing may be available within five (5) business days upon submission of a request and payment of transcript fee. Transcripts requested during nonbusiness hours will be processed the next business day. See the financial section of this catalog for specific cost information. A transcript will not be issued for individuals with delinquent accounts.

## **TRANSFER OF CREDIT**

Transferring credits refers to the practice of applying credit hours earned at one educational institution toward the completion of an academic program at another institution. The transfer must equate to a similar course where the student earned at least a grade of "C". A maximum of 96 hours may be transferred for a Bachelor of Arts degree, 48 credit hours for an Associate of Arts degree.

Transcripts containing college credits acquired through USAFI courses, the College-Level Examination Program (CLEP), or through colleges in the various branches of the military, should be submitted along with the student's other transcripts. The transcript will be reviewed to determine the number of hours and the specific courses for which transfer credit will be allowed.

Credits earned at a non-accredited institution will be evaluated individually to determine acceptance.

An official transcript must be submitted for transfer evaluation.

## **WITHDRAWAL PROCESS**

An official course withdrawal is required if a student stops attending class. The instructor will assign a WP (Withdrawal Passing) if the student was passing the course at the time of

withdrawal, a WF (Withdrawal Failing) if the student was failing the course as the time of withdrawal. The deadline to withdraw is week 12 in a 15 weeks semester, week 6 in an 8 week term. The “WP” grade is counted as credit hours attempted on the student’s record and the “WF” grade is counted as a punitive grade on the student’s record. If a student fails to attend a class for which expenses were incurred in some form, an administrative withdrawal (W) will be assigned to the student’s transcript.

An “F” grade will automatically be assigned to any course withdrawn after the 8th week, except under approved circumstances for which official documentation is provided.

To withdraw from a course, an official withdrawal form must be completed and submitted to the Academic Office. This form is available from the Receptionist, the Academic Office, and the IHIBII web site (Registrar Office/Academic Forms). Choosing to stop attending class does not constitute withdrawal and will cause the student to incur all applicable charges pertaining to the enrollment.

Refunds for course withdrawals are prorated. See the refund policy in the policy section of this catalog for specific refund details. Information also provide on the website at [www.IHIBII.com](http://www.IHIBII.com) refund policy.

## **GRADUATION INFORMATION**

### **APPLICATION FOR DEGREE**

All potential candidates for degrees are required to complete an application for the degree(s) and pay appropriate *nonrefundable* graduation fee(s). The application for a degree is posted on the IHIBII web site during Summer and Fall semesters. The deadline for submission is October 1. All applications must be submitted by this date to avoid penalty.

To assist students with preparation for graduation, academic advising is available throughout the semester. All candidates for graduation are required to consult with an advisor prior to submitting application for graduation. After the application has been filed, any status changes must be reported to the Registrar. All graduation requirements must be satisfied by April 1st of graduating year.

### **COMMENCEMENT ATTENDANCE**

Commencement is held at the end of the Spring semester. Individuals that have completed all degree requirements are required to participate in the exercises except in extenuating circumstances where permission to miss is granted based on official documentation. The degree itself will not be conferred until all requirements for that degree are met.

Students with up to twelve (12) semester credit hours remaining are permitted to march in the Spring commencement based on a signed agreement that all requirements will be met by the end of the Summer semester. Before entering into this agreement, students must consider that the institution makes every effort to offer all courses needed but cannot guarantee that all courses needed will be offered during the Summer term. Course offerings are based solely on instructor availability and a minimum of 10 students enrolled in each course. In the event requirements are

met at a later time, a new graduation application must be filed and a graduation reorder fee will be assessed.

## **CURRICULUM REQUIREMENTS (CATALOG YEAR)**

Students who are enrolled intermittently must meet the requirements as outlined in the catalog of their original enrollment semester unless there is a lapse of one calendar year or more. In this case, the student will be expected to fulfill curriculum requirements of the catalog in effect at the beginning of the last continuous enrollment period prior to graduation.

Students changing majors will be subject to follow the catalog requirements in effect at the time the change of major is approved.

## **HONORS AND RECOGNITION IN GRADUATION**

Summa Cum Laude with highest honors 3.90 - 4.00

Magna Cum Laude with high honor 3.7 – 3.89

Cum Laude with honors 3.5 – 3.69

The highest honor of recognition is the valedictorian, which is determined by the highest GPA of the student with the most credits earned at IHIBII. Individuals achieving these outstanding scholastic achievements will be recognized during the commencement exercises. To be considered for an honor award, all course requirements must be completed by the end of the Spring Semester.

### **Delta Epsilon Chi (In-process)**

The honor society of Delta Epsilon Chi was established to encourage and recognize students and graduates from among the accredited institutions of the Association for Biblical Higher Education (ABHE) across North America who have distinguished themselves through Intellectual Achievement, Christian Character, and Leadership Ability. This honor is bestowed upon the top seven percent of the graduating class.

### **Beta Eta Beta Kappa (In-process)**

The honor society of Beta Eta Beta Kappa was formed in October 1966 as a local honorary scholastic society for students who demonstrated high scholarly achievement. Its aim is to promote scholarship in the college. A student must accumulate a 3.50 Cumulative GPA and receive nomination from the college faculty in order to establish membership.

## **ISSUANCE OF DEGREES**

Degrees are issued only to students who have satisfied all graduation requirements. Students with incomplete academic files and/or outstanding debts or account balances of any kind will not receive a degree. This includes library fines and all other student accounts.

## **REGALIA AND ANNOUNCEMENTS**

Prior to commencement, graduates will receive appropriate academic regalia and a limited number of graduation announcements. These items are covered by the graduation fee. See the

financial section of this catalog for specific cost information. Additional graduation announcements may be ordered for an additional charge by contacting the Registrar's office

## **REQUIREMENTS FOR GRADUATION**

- *Submit application by October 1 of year prior to graduating year*
- *Completion of all courses required to satisfy major and program*
- *GPA: 2.0 or above (Undergraduate student)*
- *Graduation fee paid in full*
- *Library books to be returned and all library fines paid in full*
- *Tuition account paid in full by April 1 of graduating year*
- *Minimum of 33 semester credit hours earned at IHIBII*
- *Last semester must be completed at IHIBII*
- *Completion of Bible Content and English Assessment Exams*
- *Financial Aid exit exam, if applicable*
- *Official High school transcript on file or equivalent*
- *Meet approval of faculty and the Board of Trustees*
- *Exit Survey*

## **STUDENT'S RESPONSIBILITY FOR SATISFYING ACADEMIC REQUIREMENTS**

Although counselors and advisors assist students in planning their programs, each student must assume complete responsibility for compliance with the instructions and regulations set forth in this catalog and for selecting the courses that will enable him/her to achieve his/her educational objective. Complete degree audit information is available for tracking through the student portal.

## **SATISFACTORY ACADEMIC PROGRESS POLICY (SAP) – (In Process)**

Federal regulations, HEA Sec. 484(c), §668.16, 668.34, require all schools participating in Title IV federal financial aid programs to have a Satisfactory Academic Progress (SAP) policy, which conforms to the requirements of the federal government. These requirements apply to all students as one determinant of eligibility for financial aid.

Students' SAP status is based on their entire academic record at all schools attended including transfer hours, regardless of whether you received financial aid. The SAP is calculated each semester after grades have been posted to academic history by the Registrar's Office. After the first semester of attendance, if you are not making SAP, you will be put on a warning status and allowed to keep aid for one semester. Your continued eligibility will be determined after the next semester check point. If after the second semester you are not making SAP, you will not qualify for financial aid for the following semester. If your SAP status is failure and you cannot mathematically attain SAP requirements following the next semester, an appeal will not be permissible. Documented mitigating circumstances may allow continued eligibility on a case-by-case basis and will required an academic plan. A student may appeal their SAP Failure status only twice during their academic career at In His Image Bible Institute International.

## **QUANTITATIVE REQUIREMENTS**

The quantitative requirement has two parts:

- A maximum time frame
- A required completion ratio

A student (full-time or part-time) must complete the total credit hours of the stated program objective within 150% of the minimum total hours required for a program. (Example: IHIBII's published length for an undergraduate four years degree is 120 credit hours, so the maximum time frame established by the institute must not exceed 180 attempted credit hours (that is  $120 \times 1.5$ ). You must earn your degree before reaching 180 attempted credit hours, which includes transfer credits attempted at any school prior to and while enrolled at In His Image Bible Institute International (IHIBII). Once you reach the maximum attempted credit hours, you are no longer eligible for financial aid as an undergraduate student.

Completion Ratio – You must complete and pass at least 67% of all credit hours you attempted. Courses earned include grades of A, B, C, or D. Courses attempted include any course in which grades of A, B, C, D, F, W, WF, WP, or I are given.

## **QUALITATIVE REQUIREMENTS**

Qualitative Requirement – The qualitative requirements sets a minimum Cumulative Grade Point Average for all students. Each student must maintain the GPA as stated below for each program and remain in good academic standing at IHIBII.

Undergraduate Students – The cumulative GPA requirement is 2.00 for each semester.

## FINANCIAL INFORMATION

### Financial Information

In His Image Bible Institute International's tuition is kept at an absolute minimum in an effort to put a Bible education in reach of any serious minded student. Moreover, one can be assured that he is obtaining a quality program of study with In His Image Bible Institute International.

### HANDLING OF ACCOUNT

Prior to registering for a semester, students are responsible for paying all debts from the previous semester. An outstanding balance will prevent the student from registering for the next semester. The Institute suggests that all fees and tuition be paid in full at the time of enrollment; however, if installments are desired a plan is available. A late charge of \$10 will be added to the account with each late payment. There will be a \$25 charge for each returned check.

### REFUNDS

Withdrawals within 15 days of enrollment will be given a total refund of tuition minus the \$50 registration fee. After 15 days, students are required to remit full payment for classes.

### Institute & Institute Programs

|                                     |      |
|-------------------------------------|------|
| Audit Semester (per semester) ..... | \$50 |
| (No Credit or Records)              |      |
| Application Fee.....                | \$50 |
| Graduation Fee.....                 | \$90 |
| Duplicate Diplomas.....             | \$25 |
| Transcript.....                     | \$5  |

**TUITION RATE:** (Does not include Registration Fee of \$90 per class)

Payments are due by the 10th of the month. A late charge fee of \$10 will be added to each late payment.

**TOTAL ACCOUNT MUST BE PAID BEFORE FINAL EXAMS ARE TAKEN. ALL BOOKS MUST BE PAID FOR AT THE TIME OF PURCHASE.**

## WITHDRAWAL REFUND

Institute planning and budgeting must be done for the semester based upon the number of students that register. Many of the fixed expenses of operating an educational program are already allocated when the student registers and are not diminished by the student's withdrawal. Understanding that circumstances may arise which necessitate the student to withdraw from one or more courses, the Institute has established set policy covering the withdrawal process.

Students withdrawing from one or more courses must complete the required forms for the withdrawal to be official. Refunds (if applicable) will be subject to the official withdrawal date

on the completed form. Forms are available in the Office of the Registrar. Students who do not officially withdraw (verbally or in writing) are not eligible to receive a withdrawal refund. Verbal requests for withdrawal will not be deemed as valid until followed-up with a written request. Request must be made by either completing the online withdrawal request or emailing the registrar's office.

For specific information on withdrawals and refunds, please see the Withdrawal Policy in the policies section of this catalog.

## **Student Life**

### **AUTOMOBILES** (Effective Fall 2019)

The State of Georgia requires that all drivers carry automobile insurance. Therefore, all students bringing cars to In His Image Bible Institute International must carry public liability and property damage insurance. IHIBII assumes no responsibility whatsoever in case of fire, theft, or accident involving vehicles not owned by the college.

All students, staff and faculty are required to register their vehicles with campus security. All decals must be renewed every May. Vehicle registration for students cost \$2.00 per vehicle, staff and faculty are free. Your student account will be charged the registration fee for the number of vehicles you register. All fields are required.

The Vehicle registration decal will be assigned by security. You will need to place the decal on your front driver's side windshield on the inside, down at the bottom. If you have any questions you may contact security or facility management.

### **BOOKSTORE**

The bookstore for In His Image Bible Institute International can be accessed online. The use of an online bookstore allows IHIBII to expand our services to a broader base. Students may purchase textbooks using credit or debit card. Students may also purchase textbooks from any textbook vendor.

### **CHAPEL**

Chapel services are conducted every Wednesday from 11:00 A.M. to 12:00 noon. All students with classes on chapel days are required to attend. Exceptions are those who have a gap of more than one hour between their class and chapel.

Chapel services are designed to contribute to the spiritual growth of the entire IHIBII community. Most of the chapel speakers are pastors and community leaders from metro Atlanta. Chapel services are one of the most popular activities on campus. Students, faculty, and staff are expected to attend.

### **COUNSELING**

Pastoral Care: In His Image Bible Institute International offers personal and spiritual assistance to its students. Matters on which students may receive assistance may include spiritual and ministry standards and interpersonal relationships. Assistance is provided by the Vice President for Student Life and Enrollment Management.

## **DRESS STANDARDS**

Moderation in the manner of dress and conduct is the safe guide for IHIBII students. Moderation refers to being not over-dressed or underdressed and wearing clothing suitable for a classroom setting. Casual dress is acceptable in the classroom as long as it is neat and modest. The student should request a copy of the student handbook for more detailed guidelines about dress and conduct.

## **LIBRARY**

The Herlis A. Evans Memorial library, located on the second floor, provides a well-lit and adequately equipped place for study. The library contains a growing collection of excellent resources for reference, research, and circulation. An easy to use computerized on-line catalog is available along with a computer lab that is provided at no additional cost to IHIBII students. IHIBII alumni may use the library for an annual fee of \$25.00. Persons that are not enrolled at IHIBII may use the library only with special permission and will not be allowed to borrow resources. The library is accessible by an elevator and stairs.

## **SPECIAL ACTIVITIES**

Throughout the school year, the students participate in special activities, which are planned and administered by the Student Government Association. Among these are:

**Annual Christmas Banquet:** The Students and staffs hosts a banquet for students, faculty, and alumni during the Christmas season.

**Discovery Days:** Discovery Days is a week set aside each semester when students invite friends, pastors, and relatives to see the campus and sit in the classrooms to observe the classes.

**International Day:** Included in the college student body are students from different countries who make up a significant percent of the student population. To honor this diversity, IHIBII sets aside special festive days. International students dress in their national dress and food from many different countries is served.

**Ministry and Leadership Seminars:** As a supplement to the normal classroom setting, ministry and leadership events are held regularly for students and staff.

**Thanksgiving Dinner:** In recognition of those students who are away from family on Thanksgiving Day and especially for international students, the students and faculty serves Thanksgiving dinner to all students.

## **SPIRITUAL LIFE**

It is the desire of the Board of Trustees that In His Image Bible Institute International be characterized by the pervading presence of the Holy Spirit. They recognize that a theological school, however faithful at its birth to the truth of God's Word, can, over a course of years, decline from emphasis upon the prominence of the Word of God and the humble dependence upon the Holy Spirit.

For this reason, strongest emphasis is placed upon cultivating and maintaining the spiritual life of the college, faculty, staff, and students.

## **STUDENT GOVERNMENT ASSOCIATION**

All students are eligible for membership in the Student Government Association (SGA) of In His Image Bible Institute International. SGA is responsible for matters of general student concern. The president and treasurer of SGA are elected in a general campus election. SGA coordinates the interaction among campus organizations, student body, faculty, and administration under the supervision of the Office of Student Life and Enrollment Management.

## **STUDENT CLUBS AND ASSOCIATIONS**

In addition to the Student Government Association, there are a variety of ways for students to get involved and be active.

**Performing and Visual Arts:** All students who enjoy expressing their faith or worship through dancing, singing, art, etc. are welcome to join this association to fellowship, plan events, rehearse, and to bring exposure and awareness to the believers of alternative forms of creative expression.

**IHIBII Campus Ministries:** Students who wish to get involved in campus life can connect with IHIBII Campus Ministries as a volunteer. IHIBII-CM plans student ran worship services like SNL [Saturday Night Live], and similar special events. IHIBII-CM also coordinates with the planning teams over other various IHIBII events to provide assistance. Volunteers may be requested to help with promoting, setting up, hosting, etc.

**IHIBII Food:** IHIBII Give is a student initiated food drive that provides food and clothing to low income families in housing communities near the Institute. Students also currently serve as volunteer mentors to high school students and the local alternative high school.

**M.O.S.T. [Missions Overseas Short Term]:** There is also a co-curricular activity available through the MOST [Missions Overseas Short Term] program. Students are required to complete a MOST course [in which they receive credit hours that calculate into their GPA] to receive missions training and are then afforded the opportunity to travel overseas to serve communities in need.

**C.A.T.S. [Chapel Assistant Training Symposium]:** Under the direction of the Dean of Chapel coordinator, students will assist the leadership team with the running of the Chapel Services. Your assistance may include but not limited to, Scripture reading, collecting the offering, taking CD orders, making duplicate CD's and labels and greeting Chapel attendees as they enter.

## **Policies & Procedures**

### **AMERICANS WITH DISABILITIES ACT (ADA)**

The Americans with Disabilities Act of 1990, as amended, and its implementing regulations provide that no qualified individual with a disability shall, on the basis of the disability, be excluded from participation in or be denied the benefits of the services, programs, or activities of a public entity. The Act and regulations also require an entity to “make reasonable modifications in policies, practices, or procedures when the modifications are necessary to avoid discrimination on the basis of disability, unless the public entity can demonstrate that making the modifications would fundamentally alter the nature of the service, program, or activity.” If you are an individual with a disability who may require assistance or accommodation in order to participate in or receive the benefit of a service, program, or activity, or if you desire more information, you may contact the Office of Student Development.

### **CAMPUS HONOR CODE PLEDGE**

(Effective FALL 2019)

Faculty, administration, and staff, as well as students enrolled at In His Image Bible Institute International are required to sign the Campus Honor Code Pledge. This action indicates that each member of the college family is willing to comply with the moral and spiritual standards of the college. They are also committing themselves to the scriptural principles of a daily walk with Christ.

In a changing world, it is imperative that all Christians be reminded that the Bible, as the revelation of God’s truth, must determine not only one’s doctrinal belief, but also one’s lifestyle. The Christian has an unchanging standard, the Word of God.

To insure that a high Christian standard is maintained by both faculty, staff, and students, and to encourage an atmosphere conducive to spiritual and academic excellence, the following activities are not accepted: use of alcoholic beverages, tobacco, illegal drugs, sexual immorality, and other activities that are inconsistent with biblical principles. This includes music, which may reflect the influence of either the occult or drug culture.

Those who, through attitude or conduct, show their unwillingness to abide by the lifestyle set forth in the Campus Honor Code Pledge will be asked to meet with the President’s Cabinet and may be subject to dismissal from the institution at the administration’s discretion.

Therefore, as a member of the IHIBII family, and having read the Campus Honor Code Pledge as it appears in the admission information provided as well as the student handbook, you must pledge without reservation to the following lifestyle commitment:

“As a Christian, I believe the Bible to be the verbally inspired and inerrant Word of God. I accept its teachings as the final authority in all matters of faith and conduct; and as a student and/or faculty and staff member at IHIBII, I will maintain the moral and spiritual ideals of the college, render respect to those who are my peers, subordinates, and those in authority over me; conform to its social, academic, and spiritual requirements; and recognize my responsibility to live an exemplary Christian life in keeping with the admonitions of Scripture (see 1 Cor. 6:19, 20; 2 Cor. 6:147:1; Rom. 12:1-2; 1 Thess. 4:1-8, 5:22; Gal. 5:16-26; Eph. 5:18; Col. 3:17; Rom. 13:14).”

Furthermore, in signing the Honor Code Pledge, said student recognizes that In His Image Bible Institute International was founded to be and is committed to being a leading academic institution serving the interdenominational Body of Christ, offering a lifestyle of commitment to Jesus Christ as personal Savior and Lord. Said student further recognize that the institute’s mission is to develop relevant Christian Leaders for ministry and the marketplace. Upon signing, said student accepts as their personal commitment to be a person of integrity in attitude and respect for what In His Image Bible Institute International is in its calling to be a Christian Institute.

The signed Campus Honor Code Pledge will be filed as a part of the student’s permanent file as acknowledgement of the student’s commitment and acknowledge of institutional policy and regulations pertaining to the code. The complete Campus Honor Code Pledge is available through the admission process and the student handbook for reference.

## **DIRECTED STUDY**

Under special circumstances, based on a GPA of 3.0 or above, a senior student in his or her last semester may take a course by directed study method. This form of study is designed to meet a specific need in exceptional circumstances for seniors and is not intended to have extended use. Two directed study courses is the limit for a 4-year course of study. Approval must be obtained from the Department Chair of Study, Dean of Academic Affairs, or the Registrar. Please refer to financial section of this catalog for tuition and fee information. The student can expect to receive a schedule of assignments equivalent to 150 clock hours of study for the duration of 15 weeks. The student is responsible for completing all course requirements within the 15 week semester and for maintaining contact with the instructor according to the agreement. A completed Directed Study Agreement signed by appropriate officials must be submitted to the Registrar at time of registration.

### **Restrictions for a Directed Study Course**

A directed study class must satisfy three semester credit hours and must include at least 37.5 clock hours for each credit hour. A student must receive at least one clock hour of faculty instruction and spend at least 2 hours of independent study per week. The hours of study can include lab work, internships, and practicums.

## **CONSUMER COMPLAINTS**

In His Image Bible Institute International has initiated and maintains a comprehensive plan for handling any form of consumer disputes or complaints. It is the desire of In His Image Bible Institute International to handle any such dispute or complaint in the most amicable manner. The below information has been provided to guide students/consumers in who to contact and/or how to initiate a dispute or complaint if necessary.

### **Internal Complaints submitted to In His Image Bible Institute International**

#### **DUE PROCESS / GRIEVANCE**

Misunderstandings or conflicts can arise in any organization and should be resolved before a serious problem develops. Most incidents resolve themselves naturally. However, should a situation persist that a student believes is detrimental to himself or the college, he should follow the procedure described here by bringing his complaint to the attention of the Vice President of Student Life and Enrollment Management.

- a. Discussion of the problem with the Vice President of Student Life and Enrollment Management is encouraged as the first step.
- b. Discussion of the problem with the Academic Dean is the second step. If he does not believe a discussion with the Academic Dean is appropriate, he should proceed directly with the step described below.
- c. If the matter is not resolved to the student's satisfaction through discussion, the student may proceed to the formal grievance stage by presenting a written grievance to the President.

#### **FINANCIAL AID (In-process)**

Regulations associated with federal student financial aid program include the following requirements: "The institution must make available for review to any enrolled or prospective student upon request, a copy of the documents describing the institution's accreditation and its State, Federal, or tribal approval or licensing. The institution must also provide its students or prospective students with contact information for filing complaints with its accreditor and with its State approval or licensing entity and any other relevant State official or agency that would appropriately handle a student's complaint."

In His Image Bible Institute International is approved by the State of Georgia Non-Public Postsecondary Education Commission. If after following the institute's student complaint procedure an issue cannot be resolved internally, you may file a complaint about In His Image Bible Institute International with the State of Georgia Non-Public Postsecondary Education Commission. The complaint form can be found at [www.gnpec.org](http://www.gnpec.org).

## **DISTANCE LEARNING**

Pursuant to the United States Department of Education’s Program Integrity Rule, each institution of higher education is required to provide all prospective and current students with the contact information of the state agency or agencies that handle complaints against postsecondary education institutions offering distance learning within that state. State of Georgia Non-Public Postsecondary Education Commission (GNPEC)

Students are encouraged to utilize In His Image Bible Institute International’s internal “due process / grievance” complaint process. Individuals are encouraged to review policies and procedures prior to filing a complaint with a state agency. These can be found in the Student Handbook and in the In His Image Bible Institute International catalog.

Current or prospective In His Image Bible Institute International students with a concern directly related to online learning may contact Mrs. Aleen Dillon, coordinator of Distance Education, at 404 457-0903.

### **External Complaints submitted to State Authorization or National Accrediting Agencies**

#### **State of Georgia Non-Public Postsecondary Education Commission**

770-414-3300

<http://gnpec.org/consumer-resources/gnpec-authorized-school-complainant-form/>

#### **Association of Biblical Higher Education – ABHE**

407-207-0808

<http://www.abhecoa.org/forms.abhe.org/webdocs/Policy%20on%20Complaints.pdf>

## **PLAGIARISM**

Plagiarism is completely unacceptable conduct. If not detected and challenged, it robs the student and the institution of integrity and Christian testimony. It bypasses the learning process and makes credit the goal rather than character. It is unfair to other students.

Instructors have a responsibility to the college and to the student body in this matter. Care must be taken not to allow plagiarism to go unnoticed. Tests should be carefully monitored to assure that one student does not copy the answers from another student’s paper. However, research papers provide the greatest temptation to the potential plagiarist. There are three common ways that plagiarism occurs. (1) The student copies work of another student, (2) the student copies verbatim text from a written source without acknowledging and documenting the source, and (3) the student lifts out textbook footnote reference and represents them as his or her own research. Plagiarism can result in course failure or recommendation for dismissal from college. Students have an ethical responsibility to report any instances of plagiarism they have personally observed.

The instructor who discovers an instance of plagiarism is encouraged to take the following steps: (1) Meet with the student(s) and point out the specific instances where plagiarism has occurred. (2) Help the student understand that the practice is ethically wrong. (3) Initiate corrective penalties. The instructor is authorized to (a) simply reject the paper with a warning, (b) require a more thorough paper done properly, (c) let the student apologize to the class, (d) fail the course, or (e) all of the above. Additionally, the instructor may recommend dismissal from the institute.

## **WITHDRAWAL POLICY**

Registration at In His Image Bible Institute International is considered a contract binding the student for the entire semester. Many commitments of the Institute are based upon the enrollment anticipated at the beginning of the semester. Students have the right to withdraw from individual courses or from the Institute. However, the Institute strongly encourages students to consult with his or her academic advisor prior to withdrawing.

To withdraw, the student must submit a completed withdrawal form to the Office of the Registrar. Student may complete this electronically from the website. This form can also be printed from the web site and mailed or faxed to the Administration Office.

Students who do not officially withdraw (verbally or in writing) are not eligible to receive a withdrawal refund.

When a student officially withdraws from the institution, any refund of tuition will be governed by the refund policy as outlined under Withdrawal Refund Policy. Refunds generated from institution withdrawals are calculated from day one to week eight, covering 61% of the semester in Fall/Spring semesters and week four in Summer.

## **WITHDRAWAL REFUND POLICY**

Refunds are calculated from day one to week eight, covering 61% of the semester in Fall/Spring semesters and week four in the summer.

1. The “Withdrawal Policy” goes into effect on the first day of the semester.
2. The withdrawal period begins the first week of the semester and continues to week 8 in Fall and Spring semesters, and week 4 in the Summer term. A drop/add period allows a student to drop a class before it begins, during the first semester week only. However, a drop is not considered a withdrawal.
3. Due to financial decisions made based on class enrollment, tuition and fee charges for withdrawals are based on the start of the term, not on the class start date. For example, if a modular class is scheduled the sixth week of the semester, withdrawal refunds are prorated from the first week of the semester through the 4th week as for any other class.
4. All classes are subject to the withdrawal policy regardless of start date. For example, in order to receive a refund for a modular course that is scheduled to begin week nine, the withdrawal must be submitted between week one and week 8 in order to receive any portion of a refund. All courses are subject to the same withdrawal policy.

5. Grades for withdrawals are determined according to the follow: A “W” grade is assigned if the student registered for the course and incurred some expense such as a registration fee, but did not attend class. WP (Withdrew Passing) – A “WP” is assigned if the student was passing the course at the time of the withdrawal. A “WP” grade will count as credit hours attempted. WF (Withdrew Failing) - A “WF” is assigned if the student was failing at the time of the withdrawal. A “WF” grade is counted as a punitive grade on the student’s record. A “WF” grade is automatically assigned for withdrawals submitted after week eight unless the student was in good standing and the instructor submits a passing withdrawal.
6. Withdrawals are not permitted after week 12.

In His Image Bible Institute International provides for refunds to withdrawing students under the following guidelines:

1. Some fees may be refunded based on the prorated withdrawal fee scale up to 50% of the semester.
2. Time computations will include the first day of class through the day the student brings an official withdrawal notice to the Registrar’s Office.
3. The tuition refund policy only applies to students who have officially notified the Institute in writing within the refund period.
4. Students who drop a course before the end of the fourth week of a semester will receive a refund for their tuition on a pro-rata basis depending on the date of the course withdrawal. Students who need to add or drop courses are strongly encouraged to do so by the end of the official first week of the semester. Course additions will only be allowed during week one (drop/add period).

**Please note:** Not attending classes for which you have registered does not entitle you to a refund of the charges incurred. You must drop your class(es) by the add/drop deadline or withdraw from ALL classes to receive a refund. Tuition and fee refunds are based on the date you have withdrawn from all your classes. Refunds remaining on students’ accounts after book purchases will be issued when the money is received from the source by the Institute. Refunds will not be made until In His Image Bible Institute International is in possession of the funds. Students should not depend on receiving their refunds by a certain date, as refunds will not be available before the end of the seventh week of the semester at the earliest.

### COURSE WITHDRAWALS

The refund schedule for course withdrawals is as follows:

| If a Student Withdraws from a Course:                       | Refund Percentage<br>Fall/Spring | Refund Percentage<br>Summer |
|---|----------------------------------|-----------------------------|
| During Week One - Drop/Add period<br>(before class has met) | 100%                             | 100%                        |
| During Week One (after class has met)                       | 95%                              | 95%                         |

|                   |     |     |
|-------------------|-----|-----|
| During Week Two   | 85% | 75% |
| During Week Three | 65% | 0%  |
| During Week Four  | 50% | 0%  |
| During Week Five  | 0%  | 0%  |

\*\*No withdrawals are permitted after week 12 (fall/spring) or after week 4 (summer).

### **INSTITUTIONAL WITHDRAWAL**

Students who withdraw from the institution (i.e. drop all courses) before the end of the eighth week of a semester will receive a refund of their tuition on a pro-rata basis dependent on the official date of withdrawal.

The refund schedule for institutional withdrawals is as follows

| If Student Withdraws from the Institution: | Refund Percentage Fall/Spring | Refund Percentage Summer |
|--|-------------------------------|--------------------------|
| On or before the first day of classes      | 100%                          | 100%                     |
| Week One (if class has started)            | 95%                           | 95%                      |
| Week Two                                   | 90%                           | 75%                      |
| Week Three                                 | 75%                           | 50%                      |
| Week Four                                  | 75%                           | 50%                      |
| Week Five                                  | 50%                           | 0%                       |
| Week Six                                   | 50%                           | 0%                       |
| Week Seven                                 | 50%                           | 0%                       |
| Week Eight                                 | 50%                           | 0%                       |

All classes/courses are subject to the same withdrawal refund policy, which includes modular, directed study, internships, and online.

### **ADMINISTRATIVE WITHDRAWAL POLICY**

Students who miss 50% of the first half of the semester and do not submit an official withdrawal notice are subject to be administratively withdrawn. An Administrative Withdrawal is processed upon receipt of a notice from the instructor that the student has not attended class for four consecutive weeks. Student who are administratively withdrawn are not eligible for a tuition/fee refund.

## **Online Students**

Weekly course participation is required for online students. Online students are required to log in and complete weekly assignments. Online students who log in but do not complete assignments are subject to be administratively withdrawn according to the policy as stated above.

All classes/courses are subject to the same withdrawal refund policy, which includes modular, directed study, internships, and online.

1. In cases of a withdrawal due to disciplinary action, no refunds will be granted for any part of the semester.
2. A student's account will not be considered final for at least 30 days after the student has completely withdrawn from the school. During this time the student's obligations will be reviewed and any necessary adjustments will be made, since some charges are posted only once a month. This applies to withdrawals at the end of a semester as well as during a semester.
3. The institute reserves the right to hold any refund for up to 30 days so that the necessary review of the student's account can be made.
4. There are no refunds for early lease terminations. Extenuating circumstances may be directed to the Vice-President of Student Life and Enrollment Management. Withdrawals under disciplinary action will not be entitled to an honorable dismissal

## **EQUAL OPPORTUNITY POLICY**

IHIBII is committed to equal opportunity in employment and education and admits students and employs individuals of any race, sex, color, disability, or national or ethnic origin. These have access to all the rights, privileges, programs, and activities generally made available to students or employees at the college. It does not discriminate on the basis of race, sex, color, national or ethnic origin, disability, age, or marital status in the administration of educational policies or other administered programs. Inquiries or complaints may be addressed to the Office of Human Resources.

## **PARTNERSHIP INFORMATION**

### **Gifts**

In His Image Bible Institute International can accomplish its vision only with the help of partners and many friends around the world. IHIBII appreciates those individuals and organizations that contribute to the development of relevant Christian leaders for ministry and the marketplace.

Generous supporters make it possible to keep tuition costs at a minimum and provide a quality program that embrace academic excellence that serves as a resource center and play a positive role as a change agent in our society. IHIBII encourages financial partnership assistance to assist in general operating expenditures, building fund, scholarship fund, and mission projects.

### **Non-Profit Status**

In His Image Bible Institute International (In His Image Ministry Inc.) is a 501(c)3 non-profit organization recognized by the Internal Revenue Service. All donations are tax-deductible.

#### Outside Audit

In His Image Bible Institute International believes in biblical stewardship and maintaining financial integrity. Therefore, a complete financial audit is conducted by an outside entity on an annual basis.

### **Giving Options**

#### **Bequeaths**

Because of the constantly increasing tendency on the part of our friends to provide for the growing needs of In His Image Bible Institute International by bequests, and because of the many inquiries received each year as to the proper wording thereof, the following format is being provided for the convenience of those who plan to remember the Institute in their wills.

#### **General Gifts:**

I give and bequeath to The In His Image Bible Institute International, Inc., a corporation existing under the laws of the State of Georgia, and located in the City of Marietta, in said State, \_\_\_\_\_ dollars, to be used at the discretion of the Corporation of said Association promoting the interests of the Institute.

#### Gifts for a Specific Purpose:

I give and bequeath to the In His Image Bible Institute International, Inc., a corporation existing under the laws of the State of Georgia, and located in the City of Marietta, in said State, \_\_\_\_\_ dollars, and direct that the income there from shall be used for the purpose following, that is to say:

(Here specify in detail the purposes, such as: maintenance of the Library, faculty, salaries, equipment, facilities, etc.)

It is advisable to ascertain the requirements of the law in the state in which the testator resides, and to be careful to comply with such requirements. In some states a bequest for charitable purposes is void unless the will is executed at least a certain length of time (varying in different states) before the death of the testator, and is attested to by two or more credible and at the same time disinterested witnesses.

#### **Stock Transfers**

Individuals and organizations desiring to donate stock to In His Image Bible Institute International may do so by contacting the Business Office for information to assist in this transaction.

#### **Pledges**

In His Image Bible Institute International accepts pledges from individuals and organizations desiring to partner in the development of leaders. Pledges can be made through the President's Office.

**Checks, Money Orders, Credit Cards**

Individuals, churches, and other organizations can forward their financial support to the institute by check, money orders, or credit cards. Contributions are tax deductible.

## UNDERGRADUATE DIVISION

### SUMMARY OF PROGRAMS OFFERED AND COURSES REQUIRED

- Certification in Biblical Studies (CBS) – 30
- Associate Degree in Biblical Studies (ABS) – 60
- Bachelor Degree in Biblical Studies (BBS) – 120

All courses are 3 credit hours unless otherwise noted.

#### **GENERAL Education**

All of nature and history exist through the creatorship and providential sustenance of God. It is appropriate for Christians to investigate the physical universe as well as the history of human thought, behavior, and social action for a full, rich, and effective life in a modern society.

The knowledge available in the arts and sciences offers a basic ground for a sound Christian education. This Division provides courses which facilitate improved communication, offers the student a sense of perspective, confront one with truth found in these areas generally considered secular, and enable one to have a better understanding and appreciation for both the world past and present, and for other people, individually and collectively.

#### **Students Learning Outcomes (SLO)**

- Effectively use written, oral, and multimedia communication, especially in their specific discipline of study.
- Use quantitative and qualitative skills for critical thinking problem solving.
- Demonstrate and apply a basic understanding of science and technology.
- Articulate an understanding of the major theories of counseling and psychology in the Christian context.
- Express an appreciation for the diversity of people and cultures in order to honor God's creativity and the creation.

#### **HUMANITIES/COMMUNICATIVE ART**

##### **Objectives:**

Students satisfactorily completing requirements in communication should be able to:

1. Display a proficiency in the use of the English language both in oral and written communication.
2. Display an appreciation of the effect of literature upon culture.

The methods in which these objectives will be measured will be through written test, and observation of oral articulation in class between the professor and their peers.

## **MATHEMATICS / SCIENCE**

### **Objectives:**

Students satisfactorily completing requirements in Mathematics and Science should be able to:

1. Display a proficiency in understanding the basic concepts of Mathematics.
2. Display an understanding of the basic concepts of the use of computers, and a basic understanding of physical science.
3. Display a basic understanding of the opposing philosophies of evolution and creationism.

The methods in which these objectives will be measured will be through written test, and observation of oral articulation in class between the professor and their peers.

## **SOCIAL SCIENCE**

### **Objectives:**

Students satisfactorily completing requirements in Counseling should be able to:

1. Articulate an adequate understanding of the major theories of counseling/psychology.
2. Articulate an approach to counseling/psychology that is distinctively Christian.

The methods in which these objectives will be measured will be through written test, observation of oral articulation in class between the professor and their peers, and by actually conducting, in some situations, mock group, and marriage and family sessions. These mock sessions will be critiqued by the professor, and their peers.

## **BIBLE / THEOLOGY**

### **BIBLE**

#### **Objectives:**

The four-year baccalaureate program requires a minimum of 30 hours of direct Bible study. The student, after satisfactorily completing the requirements for the baccalaureate degree, should be able to:

1. Demonstrate knowledge of the personhood of Jesus Christ as a means of salvation throughout all biblical literature.
2. Demonstrate a general knowledge of Bible content in required survey classes.
3. Demonstrate an intensive knowledge of Scripture content in all required electives.
4. Understand and articulate the various genres of literature within the Bible.
5. Interpret and understand the development of the early church's perspective on the life of Christ.

### **THEOLOGY**

#### **Objectives:**

1. Define and defend his or her faith from a conservative, evangelical viewpoint.

2. Demonstrate an intensive knowledge of hermeneutical principles by using proper methodology in biblical interpretation.

**General Electives – 6 credits (2 courses)**

Choose 2 elective courses from any area

1. See your Academic Adviser for assistance in selecting your electives Recognize and evaluate in the light of biblical revelation, the major schools of thought in historical and contemporary theology.
2. State and defend a worldview that is consistent with biblical revelation and stated in theological terms.
3. Defend the position of biblical inerrancy.
4. Articulate the major tenets of various theological systems.

**CERTIFICATE in BIBLICAL STUDIES - 30 Credits**

**Certificate**

Introduction: The Certificate in Biblical Studies focuses on the treatment of the Old and New Testaments with an emphasis in biblical interpretation. This 30 credit hours allows students to quickly and easily obtain practical knowledge of Bible survey, doctrine, methods of Bible study, evangelism, and discipleship.

**STUDENT LEARNING OUTCOMES (SLO)**

- Evaluate the Old and New Testaments from a literary perspective.
- Summarize the storyline of the Old and New Testament Scriptures.
- Accurately interpret the Old and New Testament Scriptures.

**CERTIFICATE in BIBLICAL STUDIES**

|  |  |
|--|--|
| <p><b>Bible/Theology – 18 credit hours (6 courses)</b><br/>         Bi 205 Pentateuch (Prereq: Bi 108)<br/>         Bi 116 <i>NT Survey</i><br/>         Bi 108 Old Testament Survey<br/>         Th 200 <i>Systematic Theology 1</i></p> <p><b>Bible/Theology Electives – 6 Credits (2 Courses)</b><br/>         Choose any <b>two courses</b> with Bi or Th prefix</p> | <p><b>General Studies – 18 credits (6 courses)</b><br/>         E 101 English Grammar<br/>         E 102 English Composition (Prereq: E 101)<br/>         E 258 Research Writing<br/>         SS 112 Interpersonal Cross-cultural Comm.<br/>         Sc 260 Basic Computers/Word Processing OR<br/>         Sc 270 Advanced Computers Applications</p> |
| <p><b>Professional Studies Courses – 12 credit hours (12 courses)</b><br/>         ATh Success for Life and Ministry<br/>         ATh 248 Urban Evangelism</p>   | <p><b>General Electives – 12 credits (4 courses)</b><br/>         Choose 6 elective courses from any area</p>  |

|  |  |
|--|--|
| Ss 225 Marriage and Family                     |  |
| Professional Studies Elective – 3 credit hours |  |

## ASSOCIATE OF BIBLICAL STUDIES - 60 Credits

The Associate of Biblical Studies degree is designed to equip students to more effectively study the Scriptures and offers training in general studies areas. The Associate of Biblical Studies utilizes an integrative approach in which the various courses build on one another to provide a unique focus that will help students connect biblical interpretation with an understanding of the world around them, while developing skills needed to succeed within an academic setting.

### STUDENT LEARNING OUTCOMES (SLO)

- Utilize historical geography and relevant ancient cultural contexts in the interpretation of the Old and New Testaments
- Evaluate modern cultural trends
- Summarize the story of the Old and New Testament Scriptures
- Compose written research works

### ASSOCIATE OF BIBLICAL STUDIES CURRICULUM

|   |  |
|---|--|
| <p><b>Bible/Theology – 18 credit hours (6 courses)</b><br/>         Bi 205 Pentateuch (Prereq: Bi 108)<br/>         Bi 212 Life of Christ <i>replace with NT Survey</i><br/>         Bi 108 Old Testament Survey<br/>         Th 200 <i>Systematic Theology 1</i><br/>         Th 210 Bibliology <del>Delete</del></p> <p><b>Bible/Theology Electives – 6 Credits (2 Courses)</b><br/>         Choose any <b>two courses</b> with Bi or Th prefix</p> | <p><b>General Studies – 18 credits (6 courses)</b><br/>         E 101 English Grammar<br/>         E 102 English Composition (Prereq: E 101)<br/>         E 258 Research Writing<br/>         SS 112 Interpersonal Cross-cultural Comm.<br/>         Sc 260 Basic Computers/Word Processing OR<br/>         Sc 270 Advanced Computers Applications</p> |
|---|--|

## BIBLICAL STUDIES

### BACHELOR OF BIBLICAL STUDIES - 120 Credits

Introduction: Students enrolled for the Bachelor of Science in Biblical Studies pursue a knowledge of and application of the Bible and theology preparing them for vocational ministry, marketplace ministry, or future graduate study.

### Student Learning Outcomes (SLO)

- Demonstrate knowledge, appreciation, and proper interpretation of the inerrant Word of God.
- Define and defend his or her own faith from a theologically conservative, evangelical worldview.
- Articulate the major tenets of various theological systems.
- Serve effectively in ministry or marketplace vocations through biblical thinking, interpretation, and application.

BACHELOR OF BIBLICAL STUDIES CURRICULUM

|  |   |
|--|---|
| <p><b>Bible/Theology – 33 credit hours (11 courses)</b><br/>         Bi 205 Pentateuch (Prereq: Bi 108)<br/>         Bi 212 Life of Christ (Prereq: Bi 116)<br/>         Bi 108 Old Testament Survey<br/>         Th 200 <i>Systematic Theology 1</i><br/>         Th 310 <i>Systematic Theology 2</i><br/>         Th 307 Hermeneutics<br/>         Th 300 Theology Proper<br/>         Bi 116 New Testament Survey<br/>         Th 325 Apologetics</p> <p>Bible/Theology Electives -- 6 credit hours</p>   | <p><b>General Studies – 33 credit hours (11 courses)</b><br/>         Ed 101 English Grammar<br/>         Ed 102 English Composition (Prereq: E 101)<br/>         Sp 107 Effective Oral Communication<br/>         SS 112 Interpersonal Cross-cultural Comm.<br/>         E 258 Research Writing<br/>         Hist 228 Survey of American History<br/>         Hist 253 Survey of World History<br/>         Sc 260 Basic Computers/Word Processing OR<br/>         Sc 270 Advanced Computer Applications<br/>         Ed 351 Literature of the Western World<br/>         (Prereq: E 101 &amp; E 102)<br/>         Sc 366 Principles of Science<br/>         Hist 414 Church History</p> |
| <p><b>Professional Studies Courses – 33 credit hours (12 courses)</b><br/>         LS 101 Developing the Healthy Leader<br/>         ATh 115 Success for Life and Ministry<br/>         ATh 205 Principles of Spiritual Growth<br/>         ATh 248 Urban Evangelism<br/>         Ed 216 Introduction to Christian Education<br/>         Ss 225 Marriage and Family<br/>         Ls 427 Principles of Organizational Admin<br/>         Mi 435 Contextualization of the Gospel<br/>         ATh 473 Internship I, II, III: Religious Studies (1 credit per semester for three semesters)</p> <p>Professional Studies Electives – 6 credit hours</p> | <p><b>General Electives – 21 credit hours (7 courses)</b><br/>         Choose 5 courses from any area</p> <p><b>Optional Bible and Theology Track Communication – 6 credit hours (2 course)</b><br/>         Choose any 2 Biblical language courses<br/>         (Either Greek I &amp; II or Hebrew I &amp; II)</p>   |

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| <p><b><u>Freshman Year</u></b></p> <p><b>Fall Semester</b><br/>         Sp 107 Effective Oral Communication<br/>         Bi 108 Old Testament Survey<br/>         Bi 212 Life of Christ<br/>         E 101 English Grammar<br/>         Th 200 Prolegomena</p>                     | <p><b>Spring Semester</b><br/>         Math 098 Basic Concepts of Mathematics<br/>         Bi 116 New Testament Survey<br/>         Bi 205 Pentateuch<br/>         Th 150 Christian Doctrine<br/>         E 258 Research Writing</p>    |
| <p><b><u>Sophomore Year</u></b></p> <p><b>Fall Semester</b><br/>         E 101 English<br/>         Hist 228 Survey of American History<br/>         Th 210 Bibliology<br/>         Bi 307 Hermeneutics/Bible Study Method<br/>         Gs 351 Literature of the Western World</p> | <p><b>Spring Semester</b><br/>         Th 300 Theology Proper<br/>         Gs 260 Basic Computer/Word Processing<br/>         Hist 253 Survey of World History<br/>         Bi 103 Synoptic Gospels<br/>         Ss 410 Archaeology</p> |
| <p><b><u>Junior Year</u></b></p> <p><b>Fall Semester</b><br/>         Bi 322 Daniel/Revelation Apocalyptic Literature<br/>         Bi 323 New Testament Epistle<br/>         Th 215 Christology<br/>         L 305 Greek<br/>         Sp 436 Expository Preaching</p>              | <p><b>Spring Semester</b><br/>         Th 408 Pastoral Ethics<br/>         Th 220 Pneumatology<br/>         Th 325 Apologetics<br/>         Hist 424 Church History<br/>         L 310 Hebrew</p>                                       |
| <p><b><u>Senior Year</u></b></p> <p><b>Fall Semester</b><br/>         Mi 435 Mission<br/>         Bi 412 Isaiah and Jeremiah<br/>         Sp 436 Expository Preaching<br/>         Th 240 Soteriology<br/>         Bi 326 Wisdom Literature</p>                                    | <p><b>Spring Semester</b><br/>         Mi 256 MOST<br/>         Th 230 Hamartiology<br/>         Bi 438 Pastoral Epistles<br/>         Th 344 Historical Theology<br/>         Bi 320 Old Testament Prophetic Books</p>                 |

## **DIVISION OF BIBLICAL STUDIES**

### **Dept. of Bible and Theology**

#### **Course Descriptions**

#### **Bible**

##### **Apocalyptic Literature - Bi 322**

This course compares the books of Daniel and Revelation and analyzes their prophecies of the end-times that reveal the awe-some sovereign power of God to control all history.

##### **Bible Study Methodology - Bi 230**

This course introduces the methods of inductive Bible study. Students will learn applied hermeneutics and exegetical principles. It is divided into two main sections: a) structural content methods, and b) technical methods.

##### **Biblical Introduction - Bi 104**

This course introduces the history and origins of the Old and New Testaments. Topics include the canonization of the Old Testament, religious backgrounds of both canons, and an evaluation of historical and textual criticism.

##### **Biblical Literature – Bi 117 (Effective Fall 2016; replacing Bi 108/116)**

This course gives a broad overview of the Hebrew Bible/Old Testament and New Testament text within the context of its history, geography and culture. The course is geared toward examining and exploring the dating, authorship, theological, and philosophical perceptions of each book as well as discuss the social, cultural, political, and ideological arguments proposed by the diverse writers' of the books. Using a literary and socio-historical lens to interpret the world of the text and the intention of the writer, the course attempts to theologially and philosophically reconstruct the teachings and rhetoric found within the Hebrew Bible/Old Testament/New Testament. This is a survey course. It is fast paced and seeks to give a better than cursory understanding of the testaments.

##### **Biblical Typology - Bi 240**

This course surveys biblical types in the Old Testament, especially those foreshadowing the coming and work of Christ, the antitype.

##### **Christ in the Old Testament - Bi 261**

A study of the person and ministry of the pre-incarnate Christ in the Old Testament, from creation to the incarnation. Prophecy, typology, and theophanies are examined with specific emphasis given to the direct appearances of Christ in Old Testament times.

##### **Corinthians and Thessalonians - Bi 207**

This course will be an analysis and exposition of each book stressing the historical background, devotional and doctrinal matters with special emphasis on the gifts of the Spirit as treated by Paul in 1 Corinthians.

### **Early Hebrew History - Bi 431**

The historical books from Joshua through Esther are presented through this chronological study of character studies, war stories, and romance, in this often-neglected section of the Bible. Each book's relationship to the fulfillment to God's plan of redemption is demonstrated.

### **Isaiah and Jeremiah - Bi 412**

This course covers the 118 chapters of Isaiah and Jeremiah, the two major prophetic books of the Old Testament, including the role of the prophets in God's dealings with His people, their call, experiences, historical circumstances, and revelation of the will of God.

### **John and Acts - Bi 109**

This course covers John's close-up portrait of Jesus and Luke's history of the church He began to build. The two books form a continuing story that presents and defines true New Testament Christianity.

### **Life of Christ - Bi 111**

This course covers a chronological overview of Jesus' life from birth to resurrection, based upon the Gospel record.

### **Ministry of Paul - Bi 211**

This course explores the sense of calling and mission which compelled Paul. It examines the Apostle's journeys, his teachings, and actions. The study draws from the Acts of the Apostles and many portions of the Pauline epistles.

### **New Testament Epistles - Bi 323**

This course gives an analysis and exposition of the books of Ephesians through Jude (except 1 and II Thessalonians) as the Gospel message is explained.

### **New Testament Survey - Bi 116**

This course gives a broad overview of the entire New Testament in the context of history, geography, and culture of its time. The chief events, characters, and teachings of each book will be studied in reaction to God's ongoing plan.

### **Old Testament Survey - Bi 108**

This course gives a broad overview of the entire Old Testament demonstrating how each book fits into the whole story of redemption. All other Old Testament courses are based on this course.

### **Old Testament Prophetic Books - Bi 320**

This study of the last twelve books of the Old Testament shows the revelation of the will of God in their message, how they viewed their call, and the circumstances they faced.

### **Pastoral Epistles - Bi 438**

The Apostle Paul's counsel to ministers is applied to the circumstances of ministry today in an intensive study of the Epistles of I and II Timothy and Titus. The historical context and social issues of the first century Church will be examined.

### **Pentateuch - Bi 105**

The first five books of the Bible are explored with special attention to the development of God's plan of redemption and Satan's efforts to stop it. These books relate a continuing record of revelation and the foundation of the rest of the Bible.

### **Prison Epistles - Bi 439**

Paul's theology is explored through Ephesians, Philippians, Colossians, and Philemon, with emphasis on the conditions of the churches at the time of writing.

### **Romans and Galatians - Bi 208**

Law and grace, works and faith are studied using the principles of exposition to examine the background, date, destination, and doctrinal content of both books.

### **Synoptic Gospels - Bi 103**

The story of Jesus' birth, ministry, crucifixion, and resurrection in chronological sequence is studied in the gospels of Matthew, Mark, and Luke. The Passion of our Lord Jesus Christ is studied through a focus on sayings and actions from incarnation to ascension.

### **Wisdom Literature - Bi 326**

This course explores the Books of Job, Psalms, Proverbs, Ecclesiastes, and Song of Solomon. Their authenticity, historical setting, and major themes will be examined with insight on the correct approach to Hebrew poetry interpretation.

### **Theology**

#### **Angelology, Satanology, and Demonology – 390**

This course is the study of Angels, Satan, and Demons the following will be covered: The description of Angels, The character of Angels, The Attributes of Angels, and The works of Angels; The Personality of Satan, The Origin of Satan, The Origin of Evil, The Time of Satan's fall, The Character of Satan, The Judgment of Satan and His Kingdom, The Works of Satan, How to Overcome Satan; The Origin of Demons, The description of Demons. The destiny of Demons, Demons Activity, The Worship of Demons, and Deliverance from Demons.

#### **Anthropology – Th 225**

This course looks at the study of Man, the following will be covered: Origin of Humanity, Time of Man's Origin, Unity of Humanity, Universality of Humanity, Original Creation of Man in the Image of God, and the Heart and Soul and Spirit.

### **Apologetics - Th 325**

1 Peter 3:15-18 (NIV) 15But in your hearts set apart Christ as Lord. Always be prepared to give an answer [apologia] to every-one who asks you to give the reason for the hope that you have. The purpose of this course is to introduce students to the discipline of apologetics from a Christian perspective. Christian beliefs are explained and students are introduced to other religions and worldviews that contradict our Christian beliefs. With 1 Peter 3:15 as the foundation, this course covers how to structure arguments and strategies for an effective and confident defense of our faith, including how to effectively argue for the existence of God, the deity of Christ, miracles, and evil.

### **Bibliology – Th 210**

This course covers the study of the Bible (The Word of God). The course will look at the following: Inspiration, Revelation, Inerrancy, Cannon, Interpretation, and Illumination.

### **Christology – Th 215**

This course examines Christology (the doctrine of Christ), that includes the names of Christ, His natures, humiliation, exaltation, and offices.

### **Church Doctrine – Th 150**

Church Doctrine provides a developmental and in-depth academic study of the teachings of the Old and New Testaments, focusing on important topics including the faithfulness of God; the doctrine of Christ; the nation of Israel; the history and integrity of the Bible; the pursuit of happiness; and friendship, dating, and marriage. These areas target four content strands: theology, the attributes of God, Christian growth, and Christian evidences

### **Contemporary Theology - Th 354**

Current trends in theology and schools of theological thought are studied and evaluated in the light of Scriptures.

### **Ecclesiology – Th 260**

This course covers the study of the Church, the following will be covered First Reference of the word "Church", A Bridge into the Church, Definitions of the Church, Description of the Church. The Universal Church, Denominations, Organization of the Church, and the Office of the Church.

### **Eschatology – Th 270**

This course covers the study of last things. This course will cover the following: Why Study Prophecy, Dangers of Prophetic Study, Major Schools of Prophecy, The Interpretation of Prophecy, Prophecy and the Church, The Course of this Present Age, The Rapture of the Church, The Great Tribulation, The second Coming of Christ, The Resurrection, The Judgements, The Millennium, The Eternal Abode of the Unsaved, and The Eternal Home of the Saved.

### **Gifts of the Spirit - Th 308**

An intensive study on the person of the Holy Spirit and His gifts covering the office, manifestation, and motivational gifts, and how each gift works within the Body of Christ to facilitate releasing the saints to do the works of service (See Ephesians 4).

### **Hamartiology – Th 230**

This course is a study of sin and will cover Sin and the Law, An Examination of the Covenant of Works, The Fall of Man, the Causes of the Fall, View of the Fall, The Assertion of Man's Sinfulness, Immediate Consequences of the Fall, Difficulties Connected with the Fall, The Nature of Original Sin, Incorrect Views of Sin, The Essential Element of Sin, Spiritual Consequences of Sin, Imputation of Adam's Sin, and Various Theories of Imputation.

### **Hermeneutics – Th 307**

This course develops the skill of biblical interpretation based on contextual, grammatical, and historical research. The principles of sound exegesis, which improve the ability to understand and teach the Word, are imparted.

### **Historical Theology - Th 344**

This course covers theology in its historical development throughout the centuries, taking note of the development, growth, and change in the church's understanding of the central doctrines of the faith.

### **The Holy Spirit in the New Testament Church - Th 231**

This exegetical study of key New Testament passages associates with the person of the Holy Spirit. Stress will be on the role of the Holy Spirit in the early Christian community, the ministry of the Spirit in the worship, and interpersonal relationships.

### **Pneumatology – Th 220**

This course covers the doctrine of the Holy Spirit, it covers the Personality of the Holy Spirit, the Deity of the Holy Spirit, the Procession of the Holy Spirit, the Representations of the Holy Spirit, the Holy Spirit and Creation, the Work of the Holy Spirit in the Old Testament, the Future Ministry of the Holy Spirit, the Holy Spirit in the life of Christ, and the Present Ministry of the Holy Spirit.

### **Prolegomena – Th 200**

This course serves as an introduction to the nature and source of theology. This course is called prolegomena, which means "things that are said before." Therefore, prolegomena is the

introduction to the study of theology because it comes first and gives direction to the formation of one's belief. Prolegomena deals with presuppositions and attitudes.

### **Soteriology – Th 240**

This course examines Soteriology (doctrine of salvation) deals with the general aspects of salvation, including election, salvation in the Old Testament, obtaining salvation, regeneration, sanctification, the believer's new position, and eternal security.

### **Theology Proper – Th 300**

This course covers the study of God, the following will be covered: The Nature of God, The Attributes of God, The Law of God, The Decree of God, The Trinity, The Father,

## **II. GENERAL STUDIES**

### **Course Descriptions**

### **Basic Steps in Understanding Greek I - L 299**

This introductory Greek course is designed to build confidence in preparation for advanced Greek courses. The course focuses on pronunciation of the Greek New Testament, Greek vocabulary, and beginning verb systems. The course is a “warm-up” for students who have no prior knowledge of Greek.

### **Communication Through Writing – E 203**

This introductory course will explore and examine major concepts, theories, and research perspectives within the field of culture and human communication. It will introduce and review key approaches to the study of human interaction, rhetoric, language, persuasion, and cultural processes across diverse contexts. How has computer mediated communications affected interpersonal relationships? How has the Internet formed virtual communities that might not have become possible in the “real world”? Specifically, the course provides a framework from which you can think seriously about how culture and society are constructed in our communication practices. We will examine the social, cultural, and political impacts of communication as it unfolds in everyday life. By semester's end, you will develop the critical tools to consider the process and role of communication in contemporary society and begin to establish your own perspectives on the study of human communication.

### **Research Writing - E 258**

This course provides the needed training for individuals desirous to someday publish their writing as it develops creative thinking and writing skills.

### **Elementary Hebrew I and II - L 310, L 330**

This course acquaints students with the essentials of Hebrew vocabulary, grammar, morphology, and syntax. Upon completion, students are able to read some of the simpler Old Testament passages. It also provides the necessary foundation for learning to speak Modern Hebrew.

**English Composition - E 102 (prereq: E 101)**

This composition course will equip students in the skills of written expression in the English language. It covers literary models of composition and affords practice in various forms of writing. Designed to develop clarity, correctness, and effectiveness in written expression, the rules learned in English are put into practice by writing a course thesis. Pre requisite: English Grammar

**English as a Second Language - E 096, E 0996, E 0996**

This course is a comprehensive review of grammar and mechanics to prepare students for success in regular and “advanced” English and writing-related courses. Sentence structure, paragraph writing, and essay writing will be included.

**English Grammar - E 101**

This course will focus on the vocabulary, sentence structure, and developing styles of powerful writing and speaking. This prepares students for the writing skills needed throughout their academic career.

**English (Learning Support) - E 098**

This course reviews the fundamentals of English grammar and composition, including parts of speech, sentence structure, standard grammatical usage, punctuation, and thesis and paragraph development. The student will be introduced to the basics of college level writing. This course carries three institutional credits which do not count towards program/major requirements.

**Greek I and II, (Elementary) - L 305, L 306**

This course teaches the alphabet, various parts of a sentence, and verb tenses of biblical Greek.

**Introduction to Biblical Languages – L 201**

This introductory course offers an overview of the components of the biblical Hebrew and Greek languages, covering the alphabet of both languages along with the dynamics of reading, writing, and pronunciation. Building upon these skills, the student will learn how to conduct advanced word studies using tools such as lexicons, dictionaries, and software. This dual language course can be covered in one semester and will lay the foundation for further study of the Hebrew and Greek languages.

**Literature of the Western World - E 351 (prereq: E 101 & E 102)**

Readings in the classics of Western literature from Homer to Milton. Prerequisite grade of “C” or better in English 102.

**Spanish I and II (Elementary) - L 304, L 314**

This course covers basic grammar with pronunciation, diction drills, and practice in conversation. Beginning composition is taught and practice provided in reading simple prose.

### **Spanish I and II (Intermediate) - L 404, L 405**

Building upon skills acquired in Spanish I, the course advances the study of grammar, composition, conversation, and reading. Time is given in class sessions to practice in conversation and reading.

## **History**

### **Church History - Hist 414**

This course presents the establishment and development of the Christian church and its influences upon world history. It gives special attention to the Reformation and its subsequent impact upon church history in Europe and in the Americas.

### **Survey of American History - Hist 228**

This course surveys the development of five factors from colonial times to the present: social, geographical, political, economic, and military.

### **Survey of World History - Hist 253**

An integrated course tracing the development of western culture in Europe and North America up to the present century. Study of the culture as a whole, including the historical events and development of thoughts as seen in the philosophies, literature, and art of each era.

## **Music**

### **Music Appreciation - Mu 220**

This course is designed to introduce students to the varied styles and style periods throughout music history. An appreciation for variety and a finely tuned ear will be the results. This course will be a combination of reading, listening, writing, and singing exercises.

### **Music Fundamentals I - Mu 260**

This is an introductory course that covers the basic fundamental concepts of music—staff, lines and spaces, key signatures, basic intonation, and harmony.

### **Hymnology – MU 275**

## **Mathematics and Science**

### **Advanced Computer Applications – Sc 270**

This course expands upon the basic knowledge of Microsoft Office suite of applications including Word, Excel, PowerPoint, and Access. Students will be introduced to advanced features of word processing, spreadsheets, and presentation graphics. In addition, students will

explore database tables, forms, queries, and reports. Throughout the course, the focus will be on the integration of the software applications in a personal, business, and church environment.

### **Basic Computers/Word Processing - Sc 260**

This course introduces the student to the functions of a personal computer, the Windows operating system, and basic word processing.

### **Introduction to Philosophy - Ph 420**

This entry-level course is designed to provide the foundational concepts and phraseology of abstract philosophical thinking. Special attention is given to the problem of knowledge, being, the existence of God, the freedom of will, and of good and evil.

### **Math (Learning Support) – Math 098**

This course is designed to lay a foundation for basic concepts of mathematics. It covers whole numbers, fractions, decimals and percentages, and word problems. This course carries three institutional credits, which do not count towards program/major requirements.

### **Principles of Science - Sc 366**

This course presents a general understanding of important scientific principles and concepts leading to an understanding of how science relates to daily life; it covers basic principles that govern the natural world, and the potential and limitations of science in explaining natural phenomena.

### **Speech**

#### **Effective Oral Communication - Sp 107**

This course is designed to build and enhance organizational and communication skills needed to support leadership roles. It covers extemporaneous speeches, as well as speeches to persuade, inform, and motivate. Student will learn techniques to develop delivery skills, control use of gestures, and to overcome fear.

#### **Expository Preaching - Sp 436**

This course demonstrates advanced principles in sermon preparation by helping the student construct well-organized expository sermon outlines, preach without relying heavily on manuscripts, and use sound communication principles in sermon delivery. Prerequisite: Pulpit Speech.

#### **Pulpit Speech - Sp 204**

This course introduces the student to basic sermon preparation and delivery, emphasizing sermon structure and the principles of effective speech. Studies include the elements of topical, textual, and expository messages, with special focus on expository preaching. The class will utilize opportunities for practice and evaluation of sermons in class.

## **Social Science and Sociology**

### **Biblical Archaeology - SS 410**

This course provides an orientation to the science of archaeology as it relates to the people, places and events of the Bible.

### **The Global Perspective – SS 325**

This course surveys various global issues arising in the world since World War II and into the first decades of the 21st century. The course combines the disciplines of history, political science, and economics. Emphasis will be placed on the interaction of the superpowers during the Cold War, the post-colonial emergence of the Third World, the ascendancy of globalization, as well as regional and international economic and political institutions; other aspects examined in the course include the “ambiguous blessing” of technological innovation, and the reshaping of contemporary Europe, Asia and Africa.

### **Interpersonal Cross-cultural Communication - SS 112**

This course builds from a base of self-acceptance to interpersonal communication, and on to principles for an effective cross-cultural ministry. As an interaction course, it is based on biblical models, building progressively from the fields of psychology (self-image), sociology (the other), anthropology (the other culture), and education. Consideration is given to self-worth, acceptance of the other, and verbal and nonverbal forms of communication.

### **Introduction to Sociology - SS 423**

This course explains the social organization, institutions, and social forces within our society. It evaluates the problems of society including social deviance, urban growth, drug addiction, and adjustment to social changes.

### **Marriage Family - SS 225**

This course focuses on the characteristics of problem areas in courtship and marriage as well as solutions. It covers the social and economic problems of the American family, the relations of parents with children, and the relations between home and church. The course uses a case study approach.

## **PROFESSIONAL STUDIES**

### **Bible Lands Study Tour I - ATh 400**

Study the locations of Bible stories in the Holy Land itself. This course gives academic credit for a travel study tour with a Biblical Studies Instructor. (The cost of the travel is extra.)

### **Bible Lands Study Tour II - ATh 470**

This course builds upon the A

Th 400 “Bible Lands Study Tour I,” and provides additional background material for the Bible sites visited on the tour. This advanced level course provides more understanding of the cultural, historical, and geographical settings for key biblical stories. Additional insights will be added from attention to recent discoveries in archaeology.

### **Business Communications – LS 120**

Business communications will give a comprehensive view of various communication media used in business. It will cover the external and internal role of communication as it relates to positively positioning a business. The course will focus on both oral and written communication. (Prerequisite English 101)

### **Church Planting - ATh 336**

This practical course shows how to start with house groups to plant strong churches whose “fruit” remains. The instructor draws upon years of experience as a church planter.

### **Contemporary Church History - Hist 424**

This course surveys the important events, persons, ideas, movements and interrelationships of the Church following the period of the Reformation up to the present time.

### **The Global Perspective – SS 325**

This course surveys various global issues arising in the world since World War II and into the first decades of the 21st century. The course combines the disciplines of history, political science, and economics. Emphasis will be placed on the interaction of the superpowers during the Cold War, the post-colonial emergence of the Third World, the ascendancy of globalization, as well as regional and international economic and political institutions; other aspects examined in the course include the “ambiguous blessing” of technological innovation, and the reshaping of contemporary Europe, Asia and Africa.

### **History of Preaching in the Black Church – ATh 363**

This course examines the history of black preaching in the African-American church. You will discover the unique approaches to the Bible, personal style, and the sermon. This study gives an understanding of the tradition of this style of preaching and its place in the modern day church.

### **Internship: Religious Studies – ATh 473**

Senior level students select from a variety of settings and participate actively in a church or parachurch environment under the supervision of a IHIBII advisor and a ministry official. The student must apply for the internship at the work location a semester prior to registering for the internship. Internships are only completed in the spring or fall semesters.

### **Journey of Israel: Historical, Religious and Cultural Survey – Mi 390**

This course introduces students to the stages of Israel’s national and religious development as a people of divinely-initiated covenant. Throughout the survey the cultural heritage, customs, rituals and social order of Jewish society are all introduced through observation and interaction

with modern Middle Eastern context and its unique ways of life. A very brief survey of modern history of the state of Israel and the ongoing Arab-Israeli struggle will help students better understand the modern day reality of life in Israel. This broad multi-faceted study should acquaint students with the land of Israel, its people and their enduring faith in a very effective and interactive way.

### **Pastoral Theology – ATh 408**

This course is an in-depth look at the inner life of ministry. It focuses on the skills relating to ministering in crisis situations: family illness, death, sexual assault, and domestic violence. It gives insight into the life of a minister, identifies the wounded healer, and describes the theological implications of ministry.

### **Principles of Organizational Administration LS 427 (ATh 427)**

The purpose of this course is to build a comprehensive understanding of the administration of an organization, using sound and universal principles in a biblical framework. The course will focus on the importance of quality management, looking at the purpose, leadership, organization, human resources, and building of people. These principles will guide the student to critique a ministry organization of their choosing.

### **Principles for Spiritual Growth – ATh 205**

This course is designed to give a student basic principles, concepts and dynamics in Christian discipleship. The student will develop a format in evaluating their own skills and leadership knowledge in Christ. The student will be encouraged to study, read and share in biblical/leadership concepts which will deepen their growth and insights to not only mature in Christ but actively help another to grow.

### **Success for Life Ministry – ATh 115**

This course introduces students to the educational philosophy, history, and mission of the institute. Students receive an overview of majors and program requirements. The course helps students grow in ministry and general education skills focusing on writing, studying, and critical thinking. It is required course and should be taken during their first semester.

### **Urban Evangelism - ATh 248**

This course explores the Biblical meaning of both the Gospel and evangelism. It covers different models of evangelism applicable in multicultural settings in urban communities and also addresses various strategies of evangelism that deal with diverse socioeconomic issues in urban communities.

## **Education**

### **Fundamentals of Biblical Teaching - Ed 352**

This course provides the basic principles of teaching and learning to improve the student's effectiveness as a communicator of biblical truth. Using basic and timeless laws, the course shows how to employ the essentials of successful teaching.

### **Introduction to Christian Education - Ed 216**

This course introduces the historic foundations of Christian education, including contemporary innovations, methods, and applications of ministry using the latest insights of social science and contemporary thought. The course emphasizes that Christian education is an all-encompassing endeavor and seeks to help the student develop unique ways to minister to others in the wider body of Christ.

### **Principles of Teaching (Pedagogy) - Ed 422**

This course covers the principles and methods of successful teaching, providing guidance in applying these in actual learning situations, and in developing a teaching unity.

## **III. LEADERSHIP STUDIES**

### **Course Descriptions**

#### **Accounting and Financial Management – ACCT 101 and 102**

This course addresses basic accounting principles, practices, and financial management. Students will learn how to interpret financial statements, maintain fiduciary responsibilities, and budgeting techniques for the nonprofit sector.

#### **Business Communications – LS 120**

Business communications will give a comprehensive view of various communication media used in business. It will cover the external and internal role of communication as it relates to positively positioning a business. The course will focus on both oral and written communication. (Prerequisite: English 101)

#### **Conflict Management- LS 339**

This course will teach the student how to implement biblical conflict resolution in sacred and secular arenas, how to prevent unnecessary conflict in these arenas, and how to become conflict competent leaders in any setting. The student will learn how to identify and deal with conflict in organizations examine how to prevent or reduce much of the pain and suffering caused by conflict, and learn to tell the difference between constructive, healthy conflict and destructive, unhealthy conflict.

#### **Developing the Healthy Leader - LS 101**

The student will analyze issues of the soul (mind, emotions and will). This analysis will be accomplished by examining their emotions, their perception, their beliefs, the scriptures and scientific studies. Additionally, the student will study how a healthy leader's thoughts and actions are manifested in practical principles. (Revised)

### **Dynamics of Biblical Leadership LS 318**

This course communicates the dynamics and distinctive of biblical leadership, contrasting it with the secular view of leadership. It reviews the grounds and essential for leadership in the context of the local church and the marketplace.

### **Dynamics of Global Leadership - LS 300**

Globalization is evolving, bringing with it new challenges and opportunities that impact the religious and business world. Leaders are called upon to work in nations other than their own or to lead at home in global settings. This course will equip leaders with global perspectives and strategies to help them lead successfully in that dynamic environment. It will examine strategies of world class leaders in business and ministry organizations as well as characteristics of global leaders. The growth and shift in Christianity from the western world to the southern world and how it impacts leaders' ability to do multicultural programming will be explored.

### **Servant and Transformational Leadership - LS 282**

Servant leadership focuses on serving the follower and transformational leadership focuses on developing the follower so as to align with the organization's objectives. This course is designed to provide a Biblical and contemporary understanding of the influence of servant and transformational leadership. Leaders are guided into maximizing their potential using the paradigm of a biblical and contemporary servant and transformational leader. (Revised)

### **Spiritual Formation – LS 103**

The student will discover in this course how a person is built into an effective and relevant leader. The course focuses on the stages that leaders experience as they progress, and the qualities they must embrace as they mature. The student will be exposed to the stages and seasons of a leader's development and learn how to interpret the processes one encounters during spiritual formation.

### **Strategic Planning and Decision Making - LS 465**

This course is designed to help students become strategic planners and thinkers in their organizations and their lives. Students will learn proven strategic planning models, how to apply these models, how to assess their effectiveness and how to continuously improve this important process. The course covers strategic planning in both public and nonprofit organizations including churches. (Revised)

### **Urban Economics - UD 302**

This course gives an understanding of major economic issues of urban communities and forces behind growth and decline. Areas covered include: market forces, land rent, urban land-use patterns, poverty, housing, transportation, education, and crime. Focus will be on the principles of micro-economics, macro-economics, and economic forces and policies affecting the working of the economy.

## **Professional Studies**

### **Counseling**

#### **Counseling Issues of Death: The Terminally Ill and Grieving - Co 374**

This course teaches how to counsel grieving persons. It covers the areas of fear, attitudes towards death, and helps the therapist deal with his/her own attitudes and feelings.

#### **Counseling the Battered and the Abused - Co 378**

This course looks at the signs and symptoms of abuse and then teaches how to effectively counsel those suffering with the aftereffects of the trauma. Effort is made to understand the mindset of the victims and how victims deal with the abuse through rationalization and other means. One part of the course focuses specifically on sexual abuse.

#### **Counseling Theory - Co 268**

This course is a study of basic counseling theories, principles, and techniques. Attention is given to their application for pastors, churches, and other affiliated counseling settings.

#### **Crisis Counseling - Co 413**

This course is designed to help students formulate a theology of ministry, which will allow them to respond to crisis situations. The nature of crisis in real life situations is surveyed and effective pastoral counseling responses rooted in Christian theology and pastoral care are critiqued.

#### **Cross-cultural Counseling - Co 376**

This course teaches the issues of such cross-cultural counseling as the problem of similarities and differences between people. It looks at the universal, cultural, and personal aspects of mankind, and models and approaches to cross-cultural counseling with the goal of developing a unique and more effective model.

#### **Human Growth and Development - Psy 333**

This course is the study of the origins and patterns of our behavior from infancy to adulthood, studying the stages of physical, intellectual, social, and emotional development. This is a foundational course for those involved in Christian education, counseling, or pastoral care.

#### **Introduction to Counseling and Psychology - Co 109**

This entry-level course studies the contributions of modern psychology to the Christian's perspective of man. The course will focus on the pastor's responsibility in counseling. It covers the psychological principles that underlay human behavior and gains skill in understanding people.

### **Missions**

#### **Contextualization of the Gospel - Mi 435**

The virtually borderless church of the 21st century must learn how to effectively take the Gospel into other cultures and how to separate the Gospel message from its own cultural wrappings. This exciting course will enable the great commission Christian to make the Gospel relevant and attractive in new cultures without compromising its message or allowing dilution by syncretism.

### **Journey of Israel – Mi 390**

### **Missionary Advance Through the Centuries - Mi 425**

This study covers the history of Christian missions from Pentecost to the present. A brief overview shows the mission paradigms in the days of the church fathers, in the days of Augustine, in the Middle Ages, in the Protestant Reformation of the 16th century, the present era which began with the publication of The Communion of Saints by Dietrich Bonhoeffer, and the tremendous changes that have been made in world mission strategy.

### **Journey of Israel – Mi 390**

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### **MOST I (Missions Overseas Short Term) - Mi 255**

This intensive training course is designed to be a “boot camp” for short term missions overseas. It includes fifty (50) plus hours of instruction by guest teachers who are experienced senior missions personnel on the cutting edge of world missions today.

### **MOST II (Missions Overseas Short Term) - Mi 257**

This advanced level workshop in short term missions in a specific country is offered each year. It is available to senior pastors, local church directors, and to those who have completed the MOST basic course. It focuses on short term opportunities in a specific country. In addition, the completion of a research project is required.

### **MOST Trip (Missions Overseas Short Term) - Mi 256**

This course provides the opportunity to serve on a short term mission assignment for one week in another country. This practicum gives field experience under a senior missionary and is open to those who have completed at least one of the MOST courses. Guidance is given for raising funds.

## **GRADUATE DIVISION**

## **SUMMARY OF PROGRAMS OFFERED AND COURSES REQUIRED**

☐ **Master of Arts in Biblical Studies (MA) - 39**

☐ **Doctor of Ministry (D.Min.) - 30**

All courses are 3 credit hours unless otherwise noted.

The Graduate Division of In His Image Bible Institute offers programs that prepare leaders for ministry and the market place. The curriculum seeks to develop in students those competencies required for ministry in contemporary society. It includes a strong emphasis on the Bible itself, a working knowledge of church history and systematic theology, as well as ministry skills.

Programs and majors include the following: Master of Arts in Biblical Studies and Doctor of Ministry.

The Master of Arts with concentrations in Biblical Studies require 39 credit hours for completion. Each program encompasses 24 hours of core curriculum requirements and 15 hours in the area of concentration.

To be eligible to enroll in our graduate program, a student must have earned a bachelor degree and have completed a minimum of 18 semester credits in Bible and theology

### **MASTER OF ARTS - BIBLICAL STUDIES**

#### **Student Learning Outcomes (SLO)**

1. Exhibit an understanding of hermeneutical principles by using proper methodology in biblical interpretation.
2. Engage in the larger religious culture with a thorough understanding of world religions.
3. Build a strong emphasis on understanding the Bible.
4. Recognize and evaluate in light of biblical revelation the major schools of thought in historical and contemporary theology.
5. State and defend a worldview that is consistent with biblical revelation and stated in theological terms.

### **PROGRAM REQUIREMENTS**

Core Curriculum 24

Concentration 15

**Total Hours 39**

**Core Curriculum – 24 credit hours (8 courses)**

ATh 613 Theological Research Writing

(ATh 613 must be taken the first year.)

ATh 699 Biblical Studies Capstone

Bi 501 Old Testament

Bi 502 New Testament

Th 503 Theology Proper

Th 513 Christology

Th 601 History of Christian Thought I

Th 602 History of Christian Thought II

Th 607 Hermeneutics

**Biblical Studies Bible / Theology Requirements – 9 hours (3 courses)**

**Students will choose 9 hours of curriculum study from the following list: 9 hours Bible, 6 hours electives (excluding leadership courses).**

Bi 601 Interpretation of the Old Testament

Bi 602 Interpretation of the New Testament

Bi 603 Isaiah

Bi 604 Daniel

Bi 605 Mark

Bi 606 Romans

Bi 615 Early Hebrew History

Bi 616 Biblical Wisdom Literature

Bi 619 Survey of Matthew

Bi 620 Survey of Luke & Acts

Bi 621 Survey of John

Bi 622 Survey of Revelation

Bi 623 Survey of Genesis

**Biblical Studies Electives 6 Hours (2 courses)**

**Students will choose 6 hours of curriculum study from the following list.**

ATh 601 Introduction to Pastoral Care

ATh 602 Introduction to Preaching

ATh 603 Ethics and Society

ATh 604 Contextual Education Practicum  
ATh 610 Introduction to World Mission  
ATh 611 Ethics of Pastoral Leadership  
ATh 612 Introduction to Evangelism  
ATh 613 Theological Research and Writing  
ATh 614 Spiritual Formation  
ATh 616 Worship  
ATh 620 Introduction to Global Chaplaincy  
ATh 621 Prison / Jail Chaplaincy  
ATh 622 Ministry Response to Crises and Disasters  
ATh 624 Healthcare Chaplaincy  
ATh 623 Sports / Athletics Chaplaincy  
L 605 Hebrew 1  
L 606 Hebrew II L 607 Greek I  
L 608 Greek II  
Mi 555 Mobilizing the Local Church for Missions  
Th 603 Church Scholars (Soren Kierkegaard)  
Th 604 Church Scholars (John Wesley)  
Th 605 Church Scholars (Karl Barth)  
SP 609 Expository Preaching  
SP 615 Contemporary Biblical Preaching  
Th 606 Women in Theology  
Th 608 Introduction to World Religions  
Th 609 Inclusive Theology  
Th 610 Holy Spirit Throughout the Bible

**COUSE CYCLE - MASTER OF ARTS BIBLICAL STUDIES**

**Fall Semester - August**

ATh 613 Theological Research Writing

Bi 501 Old Testament

Bi 502 New Testament

Th 503 Theology Proper

Th 601 History of Christian Thought I

### **Spring Semester - January**

Th 607 Hermeneutics

ATh 698 Biblical Studies Capstone Course

Th 513 Christology

Th 602 History of Christian Thought II

## **COURSE DESCRIPTIONS (MA)**

### **Biblical Wisdom Literature - Bi 616**

This course is a survey of Job, Psalms, Proverbs, Ecclesiastes and Song of Solomon. This material will be explored in relation to its ancient Near East historical and cultural setting, and involves a study of the nature of Hebrew poetry. The main themes of each book will be evaluated in the theological light of the New Testament.

### **Capstone Courses (LS 698, ATh 698, ATh 699)**

During the last semester of study before graduation from each program of study, and before being awarded a degree, the student will be required to complete this course in which the student produces a substantial writing assignment (generally 50-60 pages). This research paper will demonstrate comprehension and synthesis of the material covered over the course of the program of study and will address an area of interest, ministry, or future employment context, relating biblical concepts to ministry or leadership topics. A grade of C or better must be achieved in this course to earn a degree.

### **Case Studies in Biblical Leadership – LS 613**

This course empowers students to look at biblical examples of leadership (both good and bad) to identify leadership “styles” and to distill leadership principles. It utilizes a case study methodology and thereby engages the student’s critical thinking and synthesis of key concepts related both to sound leadership practices and biblical models.

### **Christology - Th 513**

This course examines Christology (the doctrine of Christ), that includes the names of Christ, His nature, humiliation, exaltation, and offices.

### **Church Planting - LS 609**

This course will look at biblical basis, the historical background and the planting process of birthing churches in a number of contexts. Special emphasis will be placed on understanding the role of the church planter and the local and cultural context of the church plant.

### **Church Scholars: Dietrich Bonhoeffer TH 601**

This course will focus on a selected portion of the primary writings of Dietrich Bonhoeffer's theological views placed within a larger framework of his thought.

### **Church Scholars: Soren Kierkegaard - TH 603**

This course is an intensive study of the thought of Soren Kierkegaard. Special emphasis will be placed on Kierkegaard's moral philosophy of religion and philosophy of human nature.

### **Church Scholars: Wesleyan Theology - TH 604**

This course will focus on the primary writings of John Wesley, with an introduction to the works of Charles Wesley, and the rise of the Wesleyan Movement. Wesley will be placed within the larger theological context of Western Christendom, but with special emphasis placed on the development of his thought. Interaction over sections of primary readings will form a vital part of the course.

### **Church Scholars: Karl Barth - Th 605**

This course will focus on a selected portion of the primary writings of Karl Barth's theological views placed within a larger framework of his thought.

### **Conflict Resolution - LS 604**

This course equips students to apply biblical principles to personal, pastoral and group conflict, and considers effective models for leading congregational change with preventive measures to minimize conflict. Attention is given to understanding personality distinctive, implementing change and decision making leadership.

### **Contemporary Biblical Preaching - Sp 615**

This course is designed to introduce various contemporary models of preaching in theory and to give the students the opportunity to practice these various models. Emphasizing sermon structure, students will be expected to acquire numerous ways of proclamation to enhance their pulpit ministry and to present topical sermons within the new models studied.

### **Contextual Education Practicum - A Th 604**

Introduction into practical elements of ministry with special emphasis placed on career planning and field experience. This course requires a pre-project paper on the chosen project's relativity to the student's career path. The field experience is done "hands-on" in a ministry location with guidance by a ministry supervisor and the course instructor. Prerequisites: All Master of Divinity core courses (57).

### **Critical Thinking and Creative Problem Solving - LS 605**

This course addresses critical thinking and how to use the cognitive skills or strategies that increase the probability of a desirable outcome. Students learn to interpret, analyze, and evaluate ideas and arguments and to develop strategies for critical thinking & problem solving. Students also learn how leaders acclimate to the reality that change is constant and how effective problem solving examines many ways to productively deal with change.

### **Daniel - Bi 604**

This course will be an exposition, emphasizing the background issues, purpose, structure, and interpretation of prophetic literature and theological contributions of Daniel.

### **Elements of Greek I - L 607**

This is an introductory course on the fundamental essentials of Koine Greek as reflected in the New Testament and the early Christian writings. The course will therefore focus on teaching the students basic vocabulary, grammar, and syntax required to read the New Testament.

### **Elements of Greek II - L 608**

This is an intermediate course for students who have completed the prerequisite L 607 Elements of Greek I course who are interested in furthering their vocabulary, grammar, and syntactical Koine Greek skills. Prerequisite: L 607 Greek I

### **Elements of Hebrew I - L 605**

This is an introductory course on the essentials of Hebrew grammar, syntax, and vocabulary preparation for assisting the student in reading and understanding the Hebrew Bible/Old Testament.

### **Elements of Hebrew II - L 606**

This is an intermediate course for students who have completed the prerequisite introductory course on the L 605 Elements of Hebrew I and desire further work in the areas of Hebrew grammar, syntax, vocabulary, criticism, and the reading of the Hebrew Bible/Old Testament. Prerequisite: L 605 Hebrew I

### **Ethical Considerations of Leadership - LS 601**

This course focuses on how values and ethics are established and managed in ministry and how they are influenced by the personal beliefs, values and ethical standards of the individual leader. This study examines how an organization with Christian leaders can induce changes in the values and ethical behaviors of the communities and cultures within which they reside and operate.

### **Ethics and Society - A Th 603**

This course introduces students to a general knowledge of the development of the literature of Christian ethics. It focuses on the impact of social sciences that inform the task of critical inquiry

into the moral life through learning to analyze ethos and lay bare the roots of fundamental character of a community's moral life.

### **Early Hebrew History - Bi 615**

This course surveys the history and literature of Israel from Abraham through the end of the United Kingdom and studies the socio-political-religious culture which shapes the literature of this period. The course also deals with important issues such as the early formation of the canon and the authority of the Old Testament scriptures, and provides insights from related geographical, historical, and archaeological perspectives.

### **Ethics of Pastoral Leadership - A Th 611**

This course examines the appropriate ethical conduct of Christian workers based upon the text of the New Testament. Of particular interest will be such contemporary issues as gender behavior in the workplace, confidentiality and liability, abortion, euthanasia, living wills, stem cell research, and genetic engineering.

### **Expository Preaching - Sp 609**

In this course, a variety of texts from Scripture will be studied in order to understand structure, content, theology and contemporary relevance. A series of expository sermons will be developed by the students in order that the holistic mechanics of each sermon may be examined.

### **Financial Administration - LS 610**

This course examines the challenges faced by ministers in small to medium-sized congregations. The course will deal with integrity in handling offerings, raising special offerings, planning for financial growth, budgeting, managing church debt, IRS reporting, IRS audits, records of contributions and designated giving.

### **Global Dimensions of Leadership - LS 602**

This course will examine various models of leadership and their appropriateness for use within a community of faith. Once foundational material is presented, an analysis and critique of each model is performed resulting in practical application in ministerial settings.

### **Grief and Loss Counseling - A Th 624**

This course will focus on the role of the chaplain during times of grief and loss, whether loss of life, career, or property. It will explore the psychological/emotional response of people to loss and how the chaplain can bring a healing presence during times of chaos and confusion.

### **Healthcare Chaplaincy - A Th 625**

This course will focus on the needs, challenges and practices of healthcare chaplaincy. It will include the role of chaplains in hospitals, nursing homes, hospices and home healthcare settings. The student will explore the unique challenges associated with healthcare chaplaincy and the role of the chaplain with respect to patients, relatives of patients, and healthcare workers.

### **Hermeneutics - Th 607**

A study of basic principles and specific guidelines of interpretation some attention is given to the historical schools of interpretation, but the focus of the course is on historical-grammatical interpretation and legitimate application of the Scriptures. General principles, such as reliance on the Holy Spirit, biblical context, ancient culture, and different literary genre are studies in this course.

### **History of Christian Thought I - Th 601**

This course is a study of the early church scholars and how each impacted Christian theology and doctrine. It deals with early church councils and the writings of church fathers.

### **History of Christian Thought II - Th 602**

This course is a continuation of the study early church scholars and how each impacted Christian theology and doctrine. It deals with the Reformation and the history of various contemporary theologies.

### **The History of the Pentecostal Movement – Th 611**

The purpose of this course is to survey the beginnings, growth, and current developments in the Pentecostal movement. The course will cover the beginnings of the movement and will be international in scope. Major attention will be given to the theological development of the first ten years of the movement from 1906 – 1916, the historic significance of the subsequent years, the major figures of the movement, and then shift to current events and personalities in the various Pentecostal denominations and movements from that period forward. The course will be concerned with the teachings and personalities of each movement and will attempt to evaluate their current and potential importance in world Christianity.

### **Holy Spirit Throughout the Bible - Th 610**

This course surveys the role of the Holy Spirit throughout the Old Testament and New Testament. Special consideration is given to the function of the Holy Spirit within the Triune Godhead, His activity in regard to Creation, to miracles, and to His work in the lives of believers.

### **Inclusive Theology - Th 609**

This is a graduate course which introduces the students to techniques for constructing their theological framework and worldviews around issues and challenges of doctrinal tradition and ecumenical movements in the contemporary Church.

### **Interpretation of the Old Testament - Bi 601**

This course is an examination of the content, canon, text and interpretation of the Old Testament, including an introduction to various critical approaches to biblical studies. This course answers the questions who, what, when, why, to what extent, and how, of the Old Testament.

Prerequisite: Bi 501 Old Testament

### **Interpretation of the New Testament - Bi 602**

This course is an examination of the content, canon, text and interpretation of the New Testament, including an introduction to various critical approaches to biblical studies. This course answers the questions who, what, when, why, to what extent, and how, of the New Testament. Prerequisite: Bi 502 New Testament

### **Introduction to Evangelism - A Th 612**

In this course you will study the biblical basis and theology of evangelism; as well as methods of developing evangelism as a part of the total mission of the congregation. Other aspects of the course include a comparison of evangelistic work of churches in different parts of the world and a survey of approaches needed to specific immigrant cultural groups in large cities.

### **Introduction to Global Chaplaincy - A Th 620**

This course is designed to train and equip pastors, pastoral counselors, and lay workers for ministry in specialized settings such as hospitals, nursing homes, jails and prisons, rescue missions and shelters, law enforcement agencies, business and industry, detention centers, benevolence organizations, social services agencies, and other institutions. Students will be exposed to the theological and practical ramifications of specialized ministries in these settings and in a pluralistic and secular environment. The various aspects of chaplaincy to be taught include: defining Chaplaincy Ministry, History of Chaplaincy, Theology of Chaplaincy, Chaplain as Person, and various core skills such as Stress Management & Debriefing, Confidentiality, Workplace Etiquette, Suicide, Death Notifications, Grief, and more.

### **Introduction to Leadership – LS 600**

This course introduces key leadership concepts and practices based on current theory and research. It is designed to help students to discover the knowledge and skills that are characteristic of effective leaders, as well as to encourage self-discovery of leadership strengths, weaknesses, and styles.

### **Introduction to Pastoral Care - A Th 601**

This course will study ministry to the physically, emotionally or relationally ill, crisis ministry and ministry to the dying and bereaved.

### **Introduction to Preaching - A Th 602**

This course is designed to bring together the theoretical and practical aspects of sermon development. Students explore a theological understanding of preaching along with a psychological and sociological analysis of the formal elements of sermon development, construction and delivery.

### **Introduction to World Missions - A Th 610**

This is an introduction to the task of world mission in the light of biblical, theological, and historical foundations. Current mission trends and realities will be examined. The course will also highlight the role of the local church in world missions.

**Isaiah - Bi 603**

This course will be an exposition, emphasizing the background issues, purpose, structure, and interpretation of prophetic literature and theological contributions of Isaiah.

**Laws of Leadership – LS 683**

This course analyzes the fundamental laws of leadership. The emphasis is on the application of the laws, and the types and different approaches of leadership in day to day leadership scenarios. In addition, the students will gain an understanding as to how to integrate biblical principles of leadership into their life. The principles or “laws” of leadership can be seen in leaders within the Scriptures as well as throughout history.

**Leadership, Technology, Job Design, Socio-technical Systems and Innovation - LS 608**

Presents technology as the study of tools and methods and explores how leaders help followers interact with tools and methods to accomplish the organization’s objectives. This includes job design, human-computer interaction, understanding how new technology should cause current tools and methods to change, and how to help followers through the adoption and diffusion of the innovation process. The course also presents the organizational culture challenges that occur when technology begins to run the organization.

**Leading Through Times of Crises - LS 617**

This course provides an introduction to crisis management in organizations. It examines the types of crises encountered, potential impact on the organization and its stakeholders, and strategies for prevention, management, and recovery. Current events and cases will be presented to explore the ethical, legal, and human implications of these crises. Effective date Fall 2011.

**Managing Organizational Change - LS 607**

This course leads students through a biblical, organizational and psychological understanding of leadership, motivation, planning, evaluation, change principles and organizational development.

**Mark - Bi 605**

This course will be an exposition, emphasizing the background issues, purpose, structure, and interpretation of prophetic literature and theological contributions of Mark.

**Ministry in Crises and Disasters - A Th 622**

This course is designed to equip chaplains in addressing the spiritual, emotional, and physical needs of individuals following a major natural or manmade crisis, such as a tornado or a terrorist attack. It will explore theories of shock, coping mechanisms, and post-traumatic stress as a result of a critical event affecting a large population. Further it will equip chaplains as part of a first responder team, as well as, in ministry to first responders as they cope with spiritual and emotional needs.

**M. L. King Jr and the Church as a Social Agent for Change Th 615** (can also be used as a leadership elective)

The course entitled, "Dr. Martin Luther King Jr. and the Church as a Social Agent of Change will explore and examine the theological, ethical and philosophical foundations of the life, work, and thought of Dr. Martin Luther King, Jr. Attention will be given to King's understanding of God, Christ, the Church, the move of the Holy Spirit and G-D's mandate to and for humanity along with how the interplay of these conceptions informed his quest to critique, contest and transform North American civilization and the emerging global order. Students will be asked to explore and examine the cultural and social dynamics that shaped King's identity as a minister/theologian, preacher of the Gospel, and his understanding of the church's role and significance as GOD's agent of transformation in and to the world. The Course will also examine Martin Luther King Jr.'s impact on international theology, his cultural legacy, and his engagement with historical theologians, the theologians of his day, historical ethicist and the ethicist of his day, and the prevalent thought and attitudes concerning race, gender, class, and justice.

### **Mobilizing the Local Church for Missions - Mi 555**

This identifies and highlights the theological and practical foundations for missions. The course addresses the methods proven to educate and mobilize the local church for involvement which moves beyond financial and material gifts. Students will learn the long term value of short-term mission projects and how to keep congregations engaged in meaningful mission activity.

### **New Testament - Bi 502**

This course gives a broad overview of the entire New Testament in the context of history, geography, and culture of its time. The chief events, characters, and teachings of each book will be studied in reaction to God's ongoing plan.

### **New Testament Exegesis (Discontinued effective Fall 2012) - Bi 618**

This course is designed to help the student read and interpret the New Testament. Using the tools of biblical exegesis and redaction criticism, in particular, students will examine the historical and background issues, as well as theological approaches in the texts. Particular attention will be given to theological implications and how they apply to contemporary issues of today's church. Prerequisite: L 607 Greek I

### **Oak Seed Executive Leadership - LS 590**

To train successful global leaders in biblical principles, practical leadership, business and economic development skills that are transferable cross-organizationally.

### **Old Testament - Bi 501**

This course gives a broad overview of the entire Old Testament in the context of history, geography and culture of its time demonstrating how each book fits into the whole story of redemption.

### **Old Testament Exegesis (Discontinued effective Fall 2012) - Bi 617**

This course is designed to examine particular themes, motifs and passages from the books of the Old Testament using the tools of exegesis for proper translation, interpretation and application of the texts. Particular attention will be given to the historical background, composition and structure of the texts. Prerequisite: L 605 Hebrew I

### **Organizational Administration - LS 606**

This graduate level course is designed to sharpen managerial skills for leadership in ministry settings. It will deal with principles of good leadership based upon biblical norms, streamlining the organization for effectiveness, staff development, planning for the future, and leading with vision.

### **Organizational Communication - LS 603**

This course examines organizational communication including dyadic, small group, formal and informal communication, as well as the relationship of communication to organizational satisfaction and effectiveness. In addition, students study how communication defers in leader-member exchange and mass-communication of charismatic leader/large group interaction.

### **Prison/Jail Chaplaincy - A Th 621**

This course will focus on the needs, challenges and practices of prison/jail chaplaincy. It will include the role of chaplains in prisons, jails, and other law enforcement arenas. This course will address both ministry to inmates and their families, as well as to law enforcement officers. It will explore the unique role of the chaplain in the law enforcement and rehabilitation contexts and foundational theoretical concepts relative to this role.

### **Research Writing in Biblical Studies - A Th 609**

An introductory survey of basic research and writing skills that is required of graduate students. Topics will include library research, theological tools, internet research, writing formats, documenting sources and common writing errors.

### **Romans - Bi 606**

This course will be an exposition, emphasizing the background issues, purpose, structure, and interpretation of prophetic literature and theological contributions of Romans.

### **Servant Leadership – LS 618**

This course explores servant leadership theory along with biblical integration and practical application. As a theory, servant leadership is supported by a growing body of academic literature that demonstrates the positive potential effect that a servant leadership approach can have in a variety leadership venues. As a practice, servant leadership was exemplified in the life of Jesus Christ, who is the ultimate model

### **Spiritual Formation - A Th 614**

In this course you will explore ways to develop ministry or educational experiences which will enable spiritual development and formation in various age groups. Areas covered include

learning theory, human developmental growth and Christian nurture theories. As you understand them you will be encouraged to integrate them into your own ministry model.

### **Sports Chaplaincy - A Th 623**

This course is designed to train and equip pastors, pastoral counselors, and lay workers for ministry in the specialized setting of sports. The chaplaincy focus of this course will include collegiate and professional sports programs and the issues and challenges related to serving athletes, coaches, managers, administrators, etc., who are connected with a sports program. It will address emotional, financial, marital, and moral issues often associated with high profile sports programs at both the amateur and professional levels.

### **Survey of Genesis - Bi 623**

This course examines the structure of the book of Genesis, its theological message and the implications of its message today. The student will be led through an analysis of this foundational book of the Hebrew canon, including an intensive look at the first four narratives

### **Survey of John - Bi 621**

This course is designed to help students examine the Fourth Gospel's relationship, style and theology, to the Synoptic Gospels; and a portrait of Jesus as presented in the text. Particular attention will be given to authorship, purpose and the writer's doctrine of spirituality.

### **Survey of Luke / Acts - Bi 620**

This course will allow the students an opportunity to explore primary themes such as the role of women, wealth and poverty and the fulfillment of Old Testament prophecies. Close attention will focus on the authorship, history, literary style and theological implications of the texts.

### **Survey of Matthew - Bi 619**

This course will examine the theological approaches and the history of the book and the writer of the book of Matthew. Analysis and synthesis will be used to explore the motifs, literary style and Matthew's relationship to the Old Testament and the other Synoptic Gospels.

### **Survey of Revelation - Bi 622**

In this course you will study the nature of apocalyptic literature in the New Testament era and examine the structure and message of the Book of Revelation against its historical background. Emphasis will be placed upon the significance of this book for church in the world today.

### **Theology Proper - Th 503**

This course serves as an introduction to the nature and source of theology, the inspiration and verification of the Scriptures, the doctrine of God, the creation and doctrine of man, and the doctrine of the angels. Study includes God attributes, God's names and Trinitarians.

### **Theological Research and Writing - A Th 613**

This course will enable the student to conduct meaningful theological research as well as give attention to the planning, preparation and writing of graduate-level research papers. Attention will be given to grammar, clarity and style. The format and documentation of scholarly writing will also be addressed.

### **Worship - A Th 616**

This foundational course explores the history of the Western World's worship renewal movements in the last half century and deals with shifting focus on the Word and the Ordinances of Communion and Baptism; in comparison to renewal movements in the Two-Thirds World. Also covered will be the theology of contemporary music, acoustics, and the theological focus of contemporary weddings and funerals.

### **Women in Leadership - LS 611**

This course will explore the roles, responsibilities and challenges of women in leadership or those called to leadership positions, from a biblical perspective. Particular attention will be given to help students learn their leadership style along with providing strategies for leadership skill development.

### **Women in Theology - Th 606**

This course examines the historical roots, key ideas and trajectories of women in theology and philosophy, the passions and contradictions of these women and their effects on various social practices and religious institutions.

### **Introduction to World Religions - Th 608**

This course will study the historical ethnic religions with special emphasis on their comparison and encounter with Christianity.

## **DOCTOR OF MINISTRY (Doctor of Ministry)**

The Doctor of Ministry program is a three-year program with four components: core courses, context-based covenant group, focus area electives, and project/dissertation. As part of its overall mission to educate persons for service in the ministry and marketplace, In His Image Bible Institute International offers the Doctor of Ministry degree. The purpose of the Doctor of Ministry degree is for qualified persons to increase their effectiveness by acquiring advanced competencies in various disciplines. The Doctor of Ministry degree focuses upon professional leadership development for the Church and society, and is intended for persons preparing for Christian leadership within the church, para-church organizations, and civic positions. General Description of the Curriculum: The Doctor of Ministry curriculum seeks to further develop a student's leadership competencies required for Christian ministry in contemporary society.

Therefore, the In His Image Bible Institute International Doctor of Ministry focuses on holistic ministerial and leadership preparation. All dimensions of Doctor of Ministry study encompass the environment and realities of the modern world in which ministry must take place. Much of the coursework involves in-service projects of direct benefit to the student's ministry. In addition, regular classroom time provides occasions for disciplined study, critical reflection, and evaluation concerning ministry issues. The program also emphasizes learning from group interaction among peers. The faculty cultivates interaction among students, thus promoting openness, caring, and cross-fertilization of ideas. In His Image Bible Institute International's classes typically contain people from many denominations, ethnic and cultural backgrounds, locations, and points of view, a fact, which makes the sharing among peers a desired and recognized feature of the Doctor of Ministry program.

To enroll in the Doctor of Ministry (D.Min) program a student must have a MA and two years of ministry experience.

### **Student Learning Outcomes (SLO)**

1. Students will engage in the process of self-assessment and reflection, both personally and professionally, within a ministry context in order to analyze and enhance their ministry effectiveness.

2. Students will demonstrate enhanced ability to integrate effective and appropriate research design, methodology, and analytical evaluation techniques with biblical and theological reflection to enhance the practice of ministry.

3. Students will develop a "needs assessment" and "strategic approach" for identifying and addressing a specific challenge and/or issue within their identified ministry and community context.

4. Students will complete a thorough implementation project for the strategic ministry model developed for their ministry context and be able to communicate and collaborate with stakeholders in the implementation of the model.

### **PROGRAM REQUIREMENTS**

All courses are 3 credits unless otherwise noted.

Core Curriculum 18

Project and Dissertation 9

Doctor of Ministry. Electives 9

**Total Hours 36**

**Core Courses – 18 credit hours (6 courses)**

DM 901 Doctor of Ministry Orientation and Assessment

DM 902 Foundations for Ministry Leadership: Scripture, History, and Theology

DM 903 Executive Coaching for Transformational Ministry

DM 904 Leadership and Peacemaking: Conflict and Reconciliation

DM 906 Leading Worship and Discipleship: Equipping a People, Communicating the Word

DM 909 Holistic Mission: Evangelism, Justice, and Mercy Ministries with Global Awareness

**Electives - 9 credit hours (3 courses)**

Elective courses in the student's area of focus [up to 9 hours may be transferred and applied to the electives if they are from an accredited school and meet the requirements of the student's focus of study and program structure.]

**Project and Dissertation – 9 credit hours (3 courses)**

DM 931 Advanced Research Methodologies

DM 933 Doctor of Ministry Project/Dissertation

DM 934 Doctor of Ministry Dissertation

**COURSE CYCLE – DOCTOR OF MINISTRY**

**YEAR ONE**

**Fall Semester**

DM 901 Doctor of Ministry Orientation and Assessment

DM 902 Foundations for Ministry Leadership: Scripture, History, and Theology

**Spring Semester**

DM 904 Leadership and Peacemaking: Conflict and Reconciliation

DM 931 Advanced Research Methodologies

**Summer Semester**

Elective

**YEAR TWO**

**Fall Semester**

DM 903 Executive Coaching for Transformational Ministry

DM 906 Leading Worship and Discipleship: Equipping People, Communicating the Word

**Spring Semester**

DM 909 Holistic Mission: Evangelism, Justice, and Mercy Ministries with Global Awareness

Elective

Summer Semester

Elective

## **YEAR THREE**

### **Fall Semester**

DM 933 Doctor of Ministry Project

### **Spring Semester**

DM 934 Doctor of Ministry Dissertation

## **Course Descriptions**

### **Advanced Research Methodologies - DM 931**

This course is designed to offer advanced instruction in research, structure, and development of scholarly work. It will expertly guide students in the initial formulation of a dissertation proposal and outline. This course provides specific instructions concerning Turabian writing and dissertation planning. Students will undergo a thorough review of the process and management of research, especially as it relates to theological studies. Students will be introduced to the contemporary conventions of advanced academic research and communication, and become acquainted with newly emerging possibilities for framing inquiries and for gathering, organizing, and critically examining data.

### **Critical Issues for 21st Century Ministry – DM 920**

The purpose for this course is to survey contemporary issues that those who are engaged in ministry in the 21st century will certainly encounter. The principle objective of the course is to provide a socio-cultural overview of the perennial challenges of the contemporary times and suggest methods for meaningful Christian engagement with people and the issues they embody. This course frames discussions about prevalent cultural concerns within a framework of sacred scripture, cogent theology, and solution oriented practical suggestions. The basis of this course hinges upon the notion that those engaged in ministry must be conversant in these issues of common culture.

### **Doctor of Ministry Orientation and Assessment - DM 901**

This introductory course gives a general overview of the program and provides specific instruction and guidance toward fulfilling the requirements of the program. This includes: course progression, Turabian writing requirements, statistical analysis, covenant group stipulations, dissertation planning, etc. Students will meet with their individual faculty advisors and begin preliminary discussion of project/thesis topic.

## **Electives**

The elective courses are to be taken in a common area of concentration reflecting the area of research which the student will engage in for his or her project and dissertation. There are two options for the student regarding the elective credits: First, the student may take courses in the current graduate program (either on the IHIBII campus or Online) in the concentration of biblical studies, applied theology, or leadership studies. These classes are currently offered at the master's level of instruction, but to facilitate the Doctor of Ministry program additional reading with a reflection paper and an additional ten pages of writing will be added to the research paper required in the elective course. Second, the student may enroll in doctoral level courses from another accredited university in the area of their concentration and may transfer those credits into the IHIBII Doctor of Ministry program. (The total elective courses will be 9 credit hours.)

### **Executive Coaching for Transformational Ministry - DM 903**

This course will expose students to the executive coaching model. The students will be expected to learn the practices of executive coaching techniques including developing authentic peer relationships, employing the Socratic method of listening and asking questions, providing focus, feedback, and reflection in a coaching context.

### **Foundations for Ministry Leadership: Scripture, History, and Theology - DM 902**

This course will address the theological, philosophical, and historical tenets of ministerial leadership by exploring Scripture, the historical development of ecclesiastical leadership paradigms, and some contemporary models of ecclesiastical leadership. The servant leadership model of Jesus will also be explored as a methodology for contemporary ministerial leadership in the twenty-first century.

### **Holistic Mission: Evangelism, Justice, and Mercy Ministries with Global Awareness - DM 909**

This course will explore the role of the church in addressing social justice issues within the United States and around the world and engage in mercy ministries that empower and liberate the mind, soul, and spirit of oppressed, marginalized, disenfranchised, and dispossessed people. This exploration shall invite the students examine acts of mercy and justice as loving acts of evangelism. It will address the concept of holistic mission as it relates to the church or parachurch ministries in the world of the twenty-first century.

### **Leadership and Peacemaking: Conflict and Reconciliation - DM 904**

This course will address the role and function of ecclesiastical leaders as peacemakers and the manner in which this role and function can be used in conflict management and the reconciliation of parties. The theology, philosophy, and ethical dynamics associated and ascribed to the role of the "peacemaker" will be explored and examined with the context of a transitioning global context. This exploration will therefore examine and discuss the diverse techniques being taught and practiced within the 21st century on issues of conflict resolution and reconciliation.

### **Leading Worship and Discipleship: Forming a People, Communicating the Word - DM 906**

This course will highlight the role of the minister within the worship experience, church discipleship, and communicator of the Word. It will examine and discuss biblical principles and precepts related to facilitating the liturgical embodiment of a community at worship and how that worshipful community lives out its divine calling. It therefore provides individuals with a forum to enhance their skills in these areas and provide them with methodologies and techniques for teaching others to function in these roles within the church or parachurch setting.

### **Project/Dissertation Colloquium Process**

At two junctures in the student's project/dissertation a colloquium of faculty and students will be used to evaluate and approve the student's proposals and work.

### **Research Module Workshop**

Each student must attend a research module workshop conducted by the IHIBII library while the student attends a main campus course. The research module will provide orientation about the nature of theological research on the Doctor of Ministry level. Further, the research module will provide the students information and preliminary experience with the research resources of IHIBII. This includes a comprehensive orientation to the variety of library learning resources, literature review resources, holdings of the library that are particularly helpful for Doctor of Ministry research, and computer accession of library holdings. The research module is preparatory for Doctor of Ministry projects.