

APOSTOLIC FAITH ONLINE BIBLE INSTITUTE

Doctor of Ministry Degree

Welcome to AFOL International Bible Institute Doctor of Ministry Program!

This program is for those who wish to gain an expert understanding of Christianity to prepare them for the Ministry. At AFOL International Bible Institute and Graduate School, we believe there is a need to train leaders. Not just full-time ministers, but men and women who love God and feel called to serve him in everyday life.

The Doctor of Ministry program requires the student to take 20 courses from categories that have been selected by AFOL International Bible Institute.

A Doctoral Thesis is also required.

Pre-requisites:

In order to enter the Doctoral Program, the following pre-requisites must be adhered to:

(1) Unless, you have received a Master of Ministry degree from AFOL Bible Institute, the Academic Dean must receive official transcripts from the College or University from which you received your **Masters Degree**. These transcripts must bear the seal of the institution and must not be photocopies but come directly from the University you attended.

(2) A student must have a grade point average of 2.75 or above in his previous graduate study program.

(3) A student must fill out a **Doctor of Ministry Application** form found on the following pages of this handbook and sent or emailed directly to the Academic Dean. academicdean@afoledu.us. or postal mail to:

AFOL Academic Dean
2401 E. 32nd St. Ste 10-187
Joplin, MO 64804

(4) A student must also arrange to send in 2 reference forms from former instructors or pastors who would recommend you for this program.

Please note: *There are no transfer credits accepted towards the Doctoral program. Also, there are no Life Experience or Previous Ministry credits given toward the Doctoral Degree Program.*

APOSTOLIC FAITH ONLINE BIBLE INSTITUTE

Doctor of Ministry Application

**Please fill out the following and send online to the Academic Dean at:
academicdean@afoledu.us**

First Name _____

Last Name _____

Student I.D. _____

Date of Birth _____

Citizenship _____

Current Address (No., Street, P.O. Box) _____

City _____ **State** _____ **Zip** _____

County of Residence _____

Telephone _____ **Email Address** _____

Apostolic Faith Online Bible Institute is committed to the policy of providing equal opportunity for all persons. We do not discriminate in admissions programs, or any other education function.

A. Current Ministry involvement, if any. _____

B. How did you hear about the Doctor of Ministry program? _____

C. In chronological order, list all schools attended since High School:

1. Name of Institution: _____

Location _____

From-to Dates _____

2. Name of Institution: _____

Location _____

From-to Dates _____

3. Name of Institution: _____

Location _____

From-to Dates _____

D. Concerning undergraduate Bible training, please check only one:

_____ Have had at least eight courses (16 hours minimum) in the Bible

_____ Have had at least four courses (8 hours minimum) in the Bible

E. What is your undergraduate grade point average (GPA) _____

F. What is your graduate grade point average (GPA) _____

G. List any significant life and ministry experience you have had.

H. Do you know of any problem that might otherwise adversely affect your admission to this program?

I. References to whom you will be sending forms:



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BIBLE INSTITUTE

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Apostolic Faith Online International Bible Institute

Reference Form for Doctor of Ministry Candidate

The person named below has made application to the Doctor of Ministry program at Apostolic Faith Online Bible Institute. The purpose of the program is to equip an increasing number of Christians as professional and non-professional ministers capable of serving effectively and encouraging others in Christian service in the local church and the world.

Name of Applicant _____

Date _____

Applicant has waived the right to see the information provided below.

Check Yes _____ or No _____

Your help in filling out the information below is appreciated. Please return this form to Apostolic Faith online at academicdean@afoledu.us If you are not able to send online send to: AFOL, Academic Dean, 2401 E. 32nd St. Ste 10-187, Joplin, MO 64804

Your Name: _____

Address: _____

Phone _____ Email _____

Your area of involvement within the local church: _____

Your relationship to the applicant: _____

Length of time you have known the applicant: _____

1. Please list the ways in which the applicant has served or is serving in the local church of which you are aware.

2. The Doctor of Ministry is a graduate level Bible program. From what you know of the applicant is he/she able to perform academically at a graduate level?

3. This program helps people develop skills for ministry. What do you consider to be the applicant's skills for serving in the church?

4. Would you recommend the applicant for admission into the Doctor of Ministry program? Please explain.

5. Would you like to be contacted by a representative of the program to speak further about the applicant?

Thank you! Your cooperation is deeply appreciated.

The Doctor of Ministry Degree

A. Tuition Costs

The tuition for each course of study is \$50. There are 20 courses that are required. Total course cost: \$1000. A student may pay their tuition as he enrolls in each course or he may make payment all at one time. If the student wishes to pay the amount in full he will receive a 10% discount off the total cost. If a student discontinues his course of study there are no refunds. It is advisable to pay on a monthly basis.

AFOL receives donations and tuition payments with credit cards: Visa, Mastercard, Discover and American Express through the web site, <http://www.apostolicfaithonline.org>. See the menu list on the left of the page with the caption "Pay Tuition Fees". A student may also use the option of paying with check or money order and sending it to: AFOL, 2401 E. 32nd St. Ste 10-187, Joplin, MO 64804

B. Assignments/Tests

1. Each assignment will simply be an essay written on the subject matter of the course. *For example:* With the course PHDBIDO712 Bible Doctrine: the student will write an essay on the topic of Bible Doctrine.
2. AFOL International Bible Institute requires one assignment to be completed for each course in a program.
3. Each assignment will be written using the course material, required readings, if any, and other sources the student wishes to utilize.
4. References to outside sources must be cited within the assignment.
5. When all the required assignments are completed within a given program, the student is deemed to have completed that program and the respective diploma will be sent to the student.
6. **Direct copying of any information or other web pages without proper references is strictly forbidden and may result in the student being expelled from the program. Students are not to submit work that has been completed by someone else. Each assignment is to be written by the student in the student's own words.**

7. To learn more about how to write an essay or thesis this page gives a good explanation of how to research and write an essay or thesis: to Research – by Dr. SM Young. <http://bibleuniversity.googlepages.com/research> Please follow this format for your thesis.

Assignment Layout:

1. Doctorate programs require essay assignments to be a minimum of 1500 words or more in length. Shorter essays will be returned ungraded.
2. Assignments should be written in an essay format.
3. The assignment must be written in English. Leniency will be given to those who do not use English as their first language, but it is expected that each student will use proper grammar and correct spelling.
4. Students are to submit their assignment as an attachment to an email. The assignments are to be submitted in popular word process format. Rich Text Format (.rtf) is preferred. Your professor may request a particular format after you begin.

Grading Pattern:

AFOL International Bible Institute will receive the assignment. The professor will designate of either **passed** or **rework**. If the assignment is found to be well written and seen that the student has understood the content of the course, that student is then finished with that course. If the student receives a message stating the assignment needs Rework, he will be told the reasons why and then asked to resubmit the assignment when the rework is done. We will do everything we can to ensure each student understands the content of any course in which they are having difficulty.

For any student who requires a transcript of their grades after completion of their program, all assignments given the designation of “Pass” will be equal to an “A” in the traditional model of marking, and this will be reflected on a student’s transcript. Anything less than an “A” will be sent back to the student for Rework until our standards are met.

Submission of Assignments Process

AFOL International Bible Institute has set up the assignment submission process so it is easy for students to get their work to AFOL International Bible Institute. Assignments will be e-mailed to the Institute by using the course number. For example: Bible Doctrine 712 would be emailed as: PHDBIDO712@AFOLedu.us. Your assignment will be directed to and received by the instructor teaching this course who will mark, grade and comment on the assignment.

When you send in assignments, and to enable prompt marking, make certain that the email contains the following information:

- 1) your name
- 2) your program (In this case Doctor of Ministry)
- 3) the course name and number
- 4) your student number (I.D.)
- 5) your email address

After the student's assignment is marked as "passed", AFOL will keep a record of this completion. However, an actual copy of the assignment will not be kept on file. It is important that the student keeps a copy of his assignments for his own records.

THE DOCTORAL THESIS

Remember that the first requirement of enrolling in the Doctoral Program with AFOL is that the student must first have earned a Master's Degree or its equivalent with a probable previous experience of writing a Master's Thesis.

Thesis Assignments for the Doctoral Program are required to be no less than 20,000 words in length. Assignment requirements are listed at the end of each course. See the Assignments page for more details.

There is no time frame in which to complete the Doctoral Program. Students may complete the program at their own pace.

Instructions for Writing the Thesis

Each thesis is to be the original work of the student. Submitting a paper completed by someone else is strictly forbidden and will result in the student being expelled from the program. Any thesis submitted should not have been previously approved as a thesis with any other program with Apostolic Faith Bible Institute or any other school. **Proper references should be cited within the thesis.**

The thesis can be submitted at any time during the program. If a student wishes to complete their thesis before, during, or after completion of their courses, it is their choice. Because there is no time frame for completion of any of our programs, the student may take as much time as they need to complete their research to produce a well-written thesis.

Apostolic Faith Online Bible Institute does not require a set format for submitting a thesis. As long as the thesis is neat, well-written and references are cited, it should be acceptable. An internet search will give students more than enough information on how to complete a traditional thesis paper. The thesis should be submitted in the same manner as the assignments. However, your thesis format should be consistent throughout the program. Be sure you do not skip from one format to another.

When the thesis is submitted, it will be reviewed and critiqued. If there are no major problems with the thesis, the student will be notified and the thesis will be deemed as having been completed.

The student may be asked to revise their thesis if it is found to be overrun with spelling or grammatical errors, or if clarification is needed in parts of the paper. Suggestions will be made and the student will be asked to resubmit his thesis where the required changes are completed.

If the thesis is received and upon initial review it is not deemed satisfactory, it will be sent back to the student with suggestions for re-work. The same may be done with the answers to the thesis defense. If the answers received are not satisfactory, suggestions may be made in regards to finding a stronger defense or in changing some of the ideas presented in the thesis.

AFOL International Bible Institute will work with any student as long as is needed to help them produce a thesis that will stand up to criticism and peer-review. After completion, the student may seek publication of their thesis if they so wish. AFOL reserves the right to publish the thesis in the AFOL library.

Explanation of Courses

. Click on any course online to read and study the full course material.

. Some courses have required Readings included. All required readings can be found online and the links are provided.

. Please read the Student Handbook before beginning your program.

. The Doctoral essays are to be no less than 1500 words. Each course requires an essay with research.

. AFOL International Bible Institute may be revising their courses and delivery method at times. After the change, students who registered before the revision can continue to proceed under the old system. New students will proceed under the updated system.

Assignments will be taken from the following courses of study.

| | |
|------------|--|
| PHDBIDO712 | Survey of Bible Doctrine |
| PHDCHLE736 | Christian Leadership |
| PHDCHRI822 | Historical Evidence of Christ |
| PHDCHFI744 | Bible Methods of Finance |
| PHDEVCH704 | Evangelism in the Church |
| PHDEXTE777 | Examination of the New Testament |
| PHDGODD840 | Faithfulness of God |
| PHDHERM877 | Hermeneutics and Bible Interpretation |
| PHDHUMA717 | Human Relations in the Church |
| PHDJEFE820 | Study of Old Testament Feasts |
| PHDMINI741 | A Study of Needs and Calling of Ministry |
| PHDMICO832 | Bible Based Conduct for Ministry |
| PHDNETE877 | A Study of the Writers of the New Testament |
| PHDPACO742 | A Study of Bible Based Counseling |
| PHDPERO816 | Research into the Roots of Pentecostal Teachings |
| PHDTHAT872 | A Study of Christ's Atonement |
| PHDTHTA877 | A Study of the Old Testament Tabernacle |
| PHDTEGR776 | A Study of the Great Commission |
| PHDTHTE723 | A Study of the Ten Commandments |
| PHDYOCH782 | <i>A study you choose for research</i> |

Helpful Links

<http://bibleuniversity.googlepages.com/research>

<http://www.sce.carleton.ca/faculty/chinneck/thesis.html>

<http://www.learnerassociates.net/dissthes/>

The following link was very helpful and used as a guide in putting this handbook together:

<http://bibleuniversity.googlepages.com/thesis>