

**NORTH CAROLINA CONFERENCE OF THE INTERNATIONAL
PENTECOSTAL HOLINESS CHURCH**

**SCHOOL OF MINISTRY
MINISTERIAL CREDENTIALS PROGRAM**

Class Schedule:

- Classes will be held on the following schedule:

Friday:	7:00 p.m.	-	10:00 p.m.	-	Class Time
Saturday:	8:30 a.m.	-	11:45 a.m.	-	Class Time
	11:45 a.m.	-	12:30 p.m.	-	Lunch
	12:30 p.m.	-	3:00 p.m.	-	Class Time
	3:00 p.m.	-	4:00 p.m.	-	Testing for ministerial candidates
- Classes will be offered one weekend per month (August-May). This will equate to ten classes per academic year.

Class Requirements:

1. Read the assigned text(s) before the class sessions begin.
2. Complete the study guide for each text before the class sessions begin and bring the completed work with them to the first class session. Study guides will be examined by the School of Ministry Director or designated assistant to be sure that the work has been completed thoroughly and with care.
3. Attend the class (attendance is defined as being an active part of the classroom setting for a minimum of seven of the mandatory eight hours of instruction).
4. Bring a Bible, textbook(s), paper, pens, and other necessary supplies to class sessions.
5. Pass the required exam with minimum score of 70%.

Class Grading:

- 25% - Reading the textbook(s).
- 25% - Completing the study guide.
- 25% - Class attendance.
- 25% - Exam grade.

Independent Studies:

- Students are strongly discouraged from taking courses by independent study simply for personal convenience. Independent studies are to be reserved for special circumstances, such as personal or family health problems, the need to conduct a funeral, *etc.*, and therefore must be approved in advance by the School of Ministry Committee.
- No more than 3 courses taken by independent study may be applied toward qualification for a Minister's License, and no more than 4 may be applied toward qualification for Ordination (for a total of 7 overall).
- Students may complete no more than 3 courses by independent study in an academic year.
- Courses taken by independent study will generally require more reading and writing than those completed in the classroom.

Course Requirements By Level:

- **First year students** working toward a **Local Church Minister's Certificate (LCM)** or a **Minister's License** must complete MCP 1.01 "Knowing and Studying the Bible"; MCP 1.02 "IPHC Articles of Faith & Government"; MCP 1.03 "Effective Christian Outreach"; and, MCP 1.04 IPHC History (*Old-Time Power* by Vinson Synan). (**NOTE: MCP 1.02 and 1.04 may not be completed by independent study.**)
 - Candidates for **LCM** must complete one additional course to be determined in consultation with the SOM Director (for a total of 5 courses).
 - Candidates for the **Minster's License** must complete 6 additional courses (for a total of 10 courses).
- **Second year students (First-Year Ordination Studies)** must complete an additional 10 courses beyond the Minister's License (for a total of 20 courses).
- **Third year students (Second-Year Ordination Studies)** must complete 10 more courses (for a total of 30 courses).

Exemptions will be allowed for ministerial studies completed in a Pentecostal Holiness college (including Holmes Bible College) or for transferees currently credentialed by a sister denomination (provided their training programs are equivalent to our own requirements). Official transcripts will be required. Everyone, however, will be required to complete MCP 1.02, MCP 1.04, & MCP 1.05 "Theology 1" (if these have not already been completed elsewhere).

Transfer Credit is available to all who have completed equivalent work with a grade of "C" or better at accredited colleges or universities or at Bible colleges affiliated with the IPHC or one of our sister denominations. (We do not normally offer credit for work completed at Bible colleges other than Holmes or Heritage.) Official transcripts will be required. Every candidate with transfer credit will complete a minimum number of SOM courses on site to be credentialed with our Conference (4 for a Minister's License, a total of 8 for Ordination).

Annual Progress Report: Each student will receive a Progress Report to reflect accomplishments during the preceding academic year. This report will also be made available to Conference Superintendent and the Examining Committee.

Cost & Registration:

- All candidates must be properly registered for each class in advance.
- A one-time application fee of \$25.00 (for new students) is required for admission.
- The registration fee for each course is \$40.00, whether the course is taken in-class or by independent study. Monthly registration fee is subject to change. The fee for auditing (non-credit) is \$25.00 per course. (Checks should be made payable to the N.C. Conference IPHC and mailed to School of Ministry, PO Box 59, Falcon, NC 28342-0149).
- In addition to the required registration fee each candidate is responsible to purchase the textbooks and study guides from LifeSprings Resources (800-541-1376 or <http://www.lifespringsresources.com/products/credentials/>).

Housing Information: For those who may wish to stay overnight on Friday evening, the rooms in the dormitories will be made available (upon request) at no charge to those who are properly registered. Those using the rooms will be responsible for their own toiletries, linens, and towels.

Food Services: A \$20.00 fee will be charged per person to cover all refreshments, breakfast, and lunch on Saturday.