

COURSE CATALOGUE

The Institute of Theology and Ministry Training

“The unfolding of your words gives light” Psalm 119:130

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MISSION STATEMENT

The Courses offered by The Institute of Theology and Ministry Training provides structured, independent study to Pastors, Missionaries, Evangelists, Christian Workers and individuals who want to study the Bible on an academic level.

Academic courses will increase their understanding God's Word, while elective courses assist them in becoming skillful and competent in their ministries, offices and callings.

The goal of the Institute of Theology and Ministry Training is to "Equip the Saints" without placing emphasis on Christian dogmatic doctrine, denomination or church creeds.

RELIGIOUS PHILOSOPHY

The Institute of Theology and Ministry Training accepts the Holy Scriptures as the only inspired, infallible, authoritative Word of God.

We affirm that the Bible reveals the will of God, that it is all-sufficient for rules of faith and its practice, and that it sets forth the perfect doctrine for salvation.

We believe that there is one eternal God existent in three persons, God the Father, God the Son, and God the Holy Spirit.

We further believe in the deity of Jesus Christ, His conception by the Holy Spirit, His virgin birth, His death and bodily resurrection, His ascension to the right hand of God the Father, and His return for the blood-bought Church.

EDUCATIONAL PHILOSOPHY

The educational purpose of The Institute of Theology and Ministry Training is to provide structured, practical quality Biblical study and ministry training to develop proficiency in Christian ministry offices and church function.

We consider the acquisition of knowledge in the domains of Theology, Biblical Studies, History, Christian Counseling, Missions, Evangelism and Christian Education to be of the utmost importance for church leaders.

We believe that every student has the ability to succeed and complete their program of study in the spirit of excellence. We are committed to assist every student in reaching their full spiritual academic potential.

HISTORY

The Institute of Theology and Ministry is based out of Orlando, Florida. The 2009 school year marks the college's 21st anniversary as an institute of higher Christian education.

I.T.M.T. began as a correspondence school offering certificates in Biblical Studies, Missions and Evangelism. It has since grown into a college that granted Specialization Certificates, Associate, Bachelor and Master Degrees. In 2008 The Institute will proudly confer its first Doctorate Degrees.

The Institute places great emphasis on practical means of higher education to meet the needs of its students. For several years I.T.M.T. made careful observations of educational applications and trends. We have found that advanced certificates and Associate Degrees are the most desired achievements for today's ministers. And, that because of their busy lifestyles, they prefer home study through the Internet to meet their educational goal.

In the fall of 2007, The Institute transferred its entire program to Distance Learning. Students receive the same quality Christian education with the added convenience of studying when and where they choose.

The Institute has added an on-line library, audio overviews, teleconference and video lectures to its programs which bring the campus home to our students.

CREDENTIALS

The Institute of Theology and Ministry Training is fully accredited through ACI a non-government accrediting commission for private and Christian schools and colleges.

The Institute of Theology and Ministry is governed by the Commission for Independent Education, Florida Department of Education.

As a "religious, non-public college," the Institute only offers educational programs that prepare its students for a religious career, occupation, or life work. Certificates, diplomas or degrees clearly identify the religious character of its educational program in compliance with the state board regulations.

The Institute of Theology of Theology and Ministry Training (is also referred to as The Institute, I.T.M.T.) is not *affiliated with* or *is part of* any other religious school, college or university that has a name similar.

FREQUENTLY ASKED QUESTIONS

Q: Are there any prerequisites to get started?

A: No. There are no prerequisites to get started at I.T.M.T. in the Certificate Programs.

Q: What are the prerequisites for the Associate Degree Programs?

A: To be accepted into the Associate Degree Program you must:

1. Have a High School Diploma or GED
2. Take one of the Specialist Certificate Programs and pass it with a 3.0 GPA
3. For the 1 Year Associate Degree for Pastors and Ministers which grants 30 Ministry/Life Experience Credits, you must prove that you've been in ministry for 3 or more consecutive years.

Q: Can I transfer credits from courses I took at another Bible School?

A: Yes. However, the Institute reserves the right to accept credits from other schools at its own discretion.

Q: Can I transfer credits I received from a secular school?

A: No. Because of the specialized area of education that will only earn credentials in an ecclesiastical field, the Institute does not accept secular credits.

Q: Can I get credit for my work in ministry?

A: Yes. I.T.M.T. offers 30 "Ministry/Life Experience" credits for pastors and ministers who have been in ministry for three or more consecutive years. These credits are applied at the Associate Degree level. Special curriculum is available with subjects that address the specific educational needs of ministers.

Q: What are the requirements for enrollment?

A: You must be 18 years or older, have a high school diploma, attend a Christian church, make affirmation of your Christian faith, and agree with the religious philosophy of the Institute and submit a 150 (Specialist) 300 (Associate) word essay.

Q: Who governs The Institute?

A: The Institute of Theology and Ministry Training is governed by the Commission for Independent Education, Florida Department of Education. I.T.M.T. is accredited through ACI a non-government accrediting commission for private and Christian schools and colleges.

The Institute of Theology and Ministry Training does not base admission upon race, creed, color, national or ethnic origin, sex, age, handicap or disability.

POLICIES

Admission

The Institute of Theology and Ministry Training is a non-public Christian College. I.T.M.T. does not base admission upon race, creed, color, nationality or ethnic origin, sex, age, handicap or disability. For admission a perspective student *must be*:

- an active member of a Christian church
- in agreement with the religious philosophy of the Institute
- over 18 years of age
- a high school graduate or have a high school equivalency diploma (GED)
- financially able to pay tuition based on the financial agreement of choice
- able to use a computer and navigate the internet

Application Process

1. Submit a completed application with tuition payment. The \$50 Registration Fee is non-refundable.
2. On the Associate Degree level, I.T.M.T. will contact reference (not required for Pastors) and evaluate the application to determine if the applicant is qualified for the program for which they have applied.
3. A letter of Acceptance or Denial will be sent to the applicant. I.T.M.T. will deposit (or draft applicant's credit card) tuition payment if applicant is accepted into their program. If the applicant is not accepted into the program of their choice the Letter of Denial will have a recommended program. Applicant at that point can accept the recommendation or withdraw their application in writing within 5 business days of receipt of letter. I.T.M.T.'s Refund Policy at this point will be enforced.

Completion of Programs

Students should be able to complete their programs within the suggested time frames set by the Institute. All programs must be completed within one calendar year of enrollment. After six months of incompleteness of program, students will be required to re-enroll and repeat courses, after which there will be no further extensions or grace periods.

Suggested Time Frames for Completion and Credits

Biblical Studies Certificate Program 3-4 months = 15 credits

Specialist Certificate Programs 6-8 months = 30 credits

Associate Degree Programs 8-10 months =60 credits

Refund Policy

The registration fee of \$50 is non-refundable. Request for a refund of tuition must be made in writing to I.T.M.T. within 3 days of payment or receipt of acceptance into a program letter to receive a full tuition refund.

Refunds are given only if course materials are returned to the Institute in new condition and can be re-used. No refund will be given until tuition payment check has cleared the bank and all

course materials are received by the Institute. Refunds will not be given for lost, stolen, damaged or undelivered course materials.

Refunds to students are made within 10 days of receipt of request for refund and returned course materials.

Transcripts

1. A request for transcripts must be made in writing.
2. Request must obtain the name, address and telephone number of the school or organization to whom the transcript will be mailed.
3. Transcripts are mailed in a closed envelope with the official seal of the Institute.
4. The addressee is advised to void receipt of the transcript if the seal is broken.
5. Cost: \$10 for regular mail, \$25 for express mail and \$5 for each additional copy.

PREREQUISITES

Certificate in Biblical Studies:

Prerequisite: None

Total Course Credits: 15

Specialist Certificates:

Prerequisites: None

Total Course Credits: 30

Associate Degree:

Prerequisite: High School Diploma or GED

Specialist Certificate from I.T.M.T. or equivalent transferable credits

Total Course Credits: 30 beyond Specialist for a total of 60

Associate Degree for Pastors and Minister:

Prerequisite: High School Diploma or GED

Verification of 3 or more years in ministry for 30 "Ministry/Life Experience Credits"

Total Course Credits: 30 with verification of ministry experience for a total of 60

GRADING SCALE

A = 100 - 90% - 4.0 Points

B = 89 - 80% - 3.0 Points

C = 79 - 70% - 2.0 Points

D = 69 - 65% - 1.0 Point

F - Below 65% - Failing

WP - Withdrawal with Passing Grades

WF - Withdrawal with Failing Grades

I - Incomplete

FEES:

In addition to the cost of tuition, Fees (student, commencement and conference of certificates degrees) are not included in the cost of tuition. These minimal costs are announced to students by February of every year. Attending commencement is optional.

SEMINARY

Bachelor, Master and Doctorate Degree Programs are specific to the student's ministry and academic interest. A Seminary Catalogue is available upon request.

NO EXAM OPTION

The "No Exam" Option allows a student to listen to course lectures or receive course materials without taking exams. Some of the subjects are grouped together to form an *on-line seminar* that will offer a "Certificate of Completion" from The Institute of Theology and Ministry Training.

All of the subjects offered in the "No Exam" Option are intended to give audited students information and insight that will enhance their function in ministry. Unlike regular classes there are no books to purchase, exams to take or essays to write.

START-UP SCHOOL PROGRAM

- A valuable resource for teaching the basics of the Bible and the Christian Faith.
- Ideal for group study, seminars and church educational programs.
- Suitable for everyone on every level and stimulates church growth.
- An enlightening and inspirational way to study the Bible.

The Program Includes: The Three Volume Introduction Series, a Teacher's Manual, a PowerPoint Animated Slide Overview CDs with Audio, Microsoft's PowerPoint Viewer and 5 sets of books for group participants. The time frame for this program is 3-4 months. Academic Credit can be earned by participants at The Institute of Theology and Ministry Training by enrolling in the Biblical Studies Program and taking the on-line exams. Upon successful completion, the student will receive a Certificate in Biblical Studies from I.T.M.T.

CHURCH EDUCATION RESOURCE MATERIALS

The Institute of Theology and Ministry Training also offers curriculum and resource materials for Educational Programs, Seminars and Conferences. Subjects such as Missions, Homiletics, Personal Evangelism, Practical Evangelism, Spiritual Gifts, Ministry Gifts, Leadership, Sacred Music and more are available at any time.

THE SPECIALIST CERTIFICATE PROGRAMS combines the Biblical Studies Program (Systematic Theology) with in-depth courses relative to the student's specific field of ministry.

Prerequisites: None

Transfer of Credits: The Institute's Biblical Studies Program with a GPA of 2.5

Total Credits: 30

Total Clock Hours: 225

Time Frame: 6-8 Months

Completion Requirements:

Student must complete and pass (with a Grade Point Average of 3.0) all of the subjects and course requirements in the program within the time frame suggested by the Institute to receive a Specialist Certificate.

On-Line Contact Hours for Specialist Certificate Programs:

Web Posting to Student Bulletin Board:

Here students answer course questions posted by their professor.

Classroom Blog: A platform for debates between students on academic or social subjects.

Research and Presentations: Oral presentation to student body and instructors on specific subjects. These may be posted in the on-line classroom for review and comments from other students and instructors.

Other Course Requirements:

7 Library Hours (3 1/2 per semester) of Independence Reading on related subjects or other ministry related literature. Forms to verify reading hours at a public library, large chain bookstore or Christian bookstore are included with course materials.

1 Hour of Community Service or the Level One Fitness Program (PE 101)

Online Assignments, Blog and Discussion Forums

Registration Fee: \$50 (non-refundable) sent with completed Application and Tuition

Tuition: \$800

Books: \$50 (includes shipping) Payable by September 3rd of every year

Total cost including Registration Fee: \$900

Tuition Payment Plans: Payment-in-Full Payment

Installments: \$100 a month for 8 months

Payment Method: MasterCard, Visa or Check Card, Money Order (for full payment only)

Other Fees: Student Fees, Commencement and Conference of Certificates are not included in the cost of tuition. These costs are announced to students by February of every year in a Commencement Bulletin and in the online classroom.

Specialist in Christian Counseling

(First Semester)

TH 101	4	Introduction to Bible Doctrine
TH 102	4	Introduction to Bible Origin
TH 103	4	Introduction to Typology and Symbolism

(Second Semester)

COUN 101	4	The Principals of Christian Counseling
COUN 102	4	Understanding People
COUN 103	3	Family Dynamics
COUN 104	4	Individual Counseling

Specialist in Christian Education

(First Semester)

TH 101	4	Introduction to Bible Doctrine
TH 102	4	Introduction to Bible Origin
TH 103	4	Introduction to Typology and Symbolism

(Second Semester)

ED 101	4	Teaching Techniques
ED 102	4	Understanding Teaching
ED 103	2	Biblical Foundations for a Philosophy of Teaching
ED 104	2	Christian Education and Theology
ED1PRO	3	Develop and teach a Bible Study lesson for a small group adults

Specialist in Evangelism

(First Semester)

TH 101	4	Introduction to Bible Doctrine
TH 102	4	Introduction to Bible Origin
TH 103	4	Introduction to Typology and Symbolism

(Second Semester)

EV 101	2	Introduction to Homiletics
EV 102	4	Homiletics
EV 103	3	Practical Evangelism
EV 104	4	Evangelism
EV 105	2	Pulpit Etiquette

Specialist in Sacred Music

(First Semester)

TH 101	4	Introduction to Bible Doctrine
TH 102	4	Introduction to Bible Origin
TH 103	4	Introduction to Typology and Symbolism

(Second Semester)

FA 101	8	Understanding Music and Worship
FA 102	4	Worship and Praise Ministry Development
FA 202	3	Internship

Specialist in Church Administration

(First Semester)

TH 101	4	Introduction to Bible Doctrine
TH 102	4	Introduction to Bible Origin
TH 103	4	Introduction to Typology and Symbolism

(Second Semester)

CA 101	4	Church Finances
CA 102	4	Church Development and Management I
CA 103	4	Church Development and Management II
CA 104	4	Business and Leadership

Specialist in Leadership

(First Semester)

TH 101	4	Introduction to Bible Doctrine
TH 102	4	Introduction to Bible Origin
TH 103	4	Introduction to Typology and Symbolism

(Second Semester)

LE 101	4	Spiritual Leadership
LE 102	4	Effective Leadership
LE 103	4	Small Group Leadership
LE 104	3	Evaluation for Leadership

Specialist in Ministry

(First Semester)

TH 101	4	Introduction to Bible Doctrine
TH 102	4	Introduction to Bible Origin
TH 103	4	Introduction to Typology and Symbolism

(Second Semester)

MN 101	3	Ministry and Spiritual Gifts
MN 102	4	Outreach Ministry
MN 103	4	Missions
MN 104	4	Survey of Bible Prayers:

Specialist in Advanced Biblical Studies

(First Semester)

TH 101	4	Introduction to Bible Doctrine
TH 102	4	Introduction to Bible Origin
TH 103	4	Introduction to Typology and Symbolism

(Second Semester)

OT 101	3	Dispensations and Covenants
OT 102	3	Bible Prophecy
NT 101	3	Romans
NT 102	3	Hebrews
NT 103	3	Acts

THE ASSOCIATE DEGREE PROGRAMS advances the student's study in the field of Biblical Studies using a comprehensive and topical approach. Through research and comparison of the Scriptures, the "truth" of God's Word is proven. This academic achievement will equip the student to propagate the gospel more effectively.

Prerequisites: A High School Diploma or GED, I.T.M.T. Specialist Program

Total Credits: 60 **Total Clock Hours:** 450 **Time Frame:** 9-10 Months

Program Completion Requirements:

Student must complete and pass (with a Grade Point Average of 3.0) all of the subjects and course requirements in the program within the time frame suggested by the Institute to receive an Associate Degree.

On-Line Contact Hours for Associate Degree Programs:

Web Posting to Student Bulletin Board: Here students answer course questions posted by their professor.

Classroom Blog: A platform for debates between students on academic or social subjects.

Research and Presentations: Oral presentation to student body and instructors on specific subjects. These may be posted in the on-line classroom for review and comments from other students and professors.

Other Course Requirements:

15 Library Hours (7 1/2 per semester) of Independence Reading on related subjects or other ministry related literature. Forms to verify reading hours at a public library, large chain bookstore or Christian bookstore are included with course materials.

1 Hour of Community Service or the Level Two Fitness Program (PE 102)

Online Assignments, Blog and Discussion Forums

Registration Fee: \$50 (non-refundable) sent with completed Application and Tuition

Tuition: \$1,800

Books: \$75 (includes shipping) Payable by September 3rd of the enrollment year.

Total Cost including Registration and Book Fees: \$1, 925

Payment Plans: Payment-in-Full Payment

Installments: \$150 a month for 12 months

Payment Method: MasterCard, Visa or Check Card, Money Order

Other Fees: Student Fees, commencement and conference of degrees not included in the cost of tuition. These costs are announced to students by February of every year in a Commencement Bulletin and in the online classroom.

Associate in Biblical Studies (All students are eligible for this degree)

(First Semester)

TH 201	2	Anthropology (The Doctrine of Man)
TH 202	1	Ecclesiology (The Doctrine of the Church)
TH 203	1	Eschatology (The Doctrine of Last Things)
CH 201	4	Church History

(Second Semester)

RE 201	4	Comparative Religions and Cults:
RE 202	2	Cult Research and Report
NT 201	4	The Life Christ:
ABSTP	8	15,000 Words on the Atonement

Associate in Ministry (Specialist in Ministry students only are eligible)

(First Semester)

TH 201	2	Anthropology (The Doctrine of Man)
TH 202	1	Ecclesiology (The Doctrine of the Church)
TH 203	1	Eschatology (The Doctrine of Last Things)
CH 201	4	Church History

(Second Semester)

RE 201	4	Comparative Religions and Cults:
RE 202	2	Cult Research and Report
LE 102	4	Effective Leadership
AMNTP	8	15,000 Words on “The Call to Ministry”

Associate in Christian Education (Specialist in Christian Education students only are eligible)

(First Semester)

TH 201	2	Anthropology (The Doctrine of Man)
TH 202	1	Ecclesiology (The Doctrine of the Church)
TH 203	1	Eschatology (The Doctrine of Last Things)
CH 201	4	Church History

(Second Semester)

RE 201	4	Comparative Religions and Cults:
RE 202	2	Cult Research and Report
ED 201	4	Teaching Ability
EDAPJ	8	Develop and teach a Vacation Bible School Program

Associate in Church Administration (Specialist in Church Administration students only are eligible)

(First Semester)

TH 201	2	Anthropology (The Doctrine of Man)
TH 202	1	Ecclesiology (The Doctrine of the Church)
TH 203	1	Eschatology (The Doctrine of Last Things)
CH 201	4	Church History

(Second Semester)

RE 201	4	Comparative Religions and Cults:
RE 202	2	Cult Research and Report
CA 201	4	Business Plan Development
CAAPJ	8	Make an assessment of your church and implementation plan for change.

Associate in Christian Counseling (Specialist in Christian Counseling students only are eligible)

(First Semester)

TH 201	2	Anthropology (The Doctrine of Man)
TH 202	1	Ecclesiology (The Doctrine of the Church)
TH 203	1	Eschatology (The Doctrine of Last Things)
CH 201	4	Church History

(Second Semester)

RE 201	4	Comparative Religions and Cults:
RE 202	2	Cult Research and Report
COUN 201	4	
COUN 202	4	
OSP	4	Course taken from an affiliated school.

THE INSTITUTE OF THEOLOGY AND MINISTRY TRAINING

COURSE DESCRIPTIONS 2009 – 10

<u>Course #</u>	<u>Credits</u>	<u>Course Description</u>
COUN 101	4	The Principals of Christian Counseling: A revisit of the church's responsibility to restore troubled individuals to productive lives is addressed in this subject with biblical models for application.
COUN 102	4	Understanding People: A formal study of developmental issues, observations of people and the Scriptures for a better understanding of the various stages of life.
COUN 103	4	Family Dynamics: Teaches the characteristics of a healthy family vs. an un-healthy one, power displacement, birth order and personality traits. Reports on family observation for dysfunction and a prescribed plan of action for the family is required by students.
COUN 104	4	Individual Counseling: This is an introductory course to Christian counseling. Effective strategies are learned that will help troubled individuals recognize, understand and solve their own problems in accordance with the Word of God.
COUN 201	4	The Psychology of Counseling: A concise, semi-technical course that combines professional and practical experiences with sound Christian foundation. Case studies, suggested counseling steps and recapitulations are included.
COUN 202	4	Biblical Counseling: The causes of and Biblical solutions for problems pastors and leaders confront in the ministry of Christian counseling is offered with a check list for procedures, possible failure, reference index of situations as well as samples of counseling materials that can be reproduced and used in counseling sessions.
ED 101	4	Teaching Techniques: This course teaches various principals of selection and methodologies of teaching with a focus on the philosophical basis of teaching methods. The methods covered in the text are derivative of current research in the field of education. This course aids the educator in identifying the different personalities of learners and different techniques to reach everyone at every level.

ED 102	4	Understanding Teaching: Details how teachers should prepare themselves in the Word of God, how to write lesson aims and objectives, write lesson plans, how to choose a published curriculum, selecting and perfecting new methods of instruction, materials, and setting up the classroom so that it is conducive to learning, and the process of evaluation to maximize the potential of both the teacher and student.
ED 103	2	Biblical Foundations for a Philosophy of Teaching: In this course students will gain a working knowledge of philosophy, understand the Bible's implied philosophy and mandate of education and create their own personal philosophy of education.
ED1PRO	2	Project: Develop and teach a Bible Study lesson for a small group of adults observing and reporting their responses to the teaching.
ED 104	2	Christian Education and Theology: The relevance of the Church, its mission and purpose, the objective of Christian Education and its structure (which makes it more than methods and procedures) is defined in this subject. Five major functions of the church are also clearly outlined in order to see the objectives that drive education, which ultimately strengthens faith and discipleship with God.
ED 105	2	Biblical Model for Teaching: Effective Christian education leads people into Bible study as a means of growth, not as an end in itself. Jesus is presented in this subject as a model for Christian educators in this modern age because of what He did and said as a teacher.
ED 201	4	The Authority to Teach: An ecumenical dialogue that addresses one of the foundational theological questions of our times – the authority to teach as it relates to Christian education.
ED 202	4	Teaching for Spiritual Growth: Two important questions are explored from the perspectives of theology, developmental psychology and educational learning theory: 1 – What does it mean to be spiritually mature? 2 – What can the church do to help people grow spiritually? The goal of this course is to help Christian educators develop a philosophy of Christian education that will be applicable to a variety of ministry contexts.
EV 101	2	Introduction to Homiletics: An explanation of the art of homiletical sermonizing with a focus on writing a sermon introduction that will engage an audience.
EV 102	4	Homiletics: The discovery and practice of five models of sermonizing, with online discussions and workshops.

EV 103	3	Practical Evangelism: A handbook for the evangelist with an overview of the organization of revival meetings and the involvement of evangelistic team members.
EV 104	4	Evangelism: A complete understanding of Evangelism the way God intended. The text outlines eight basic principles: selection, association, consecration, impartation, demonstration, delegation, supervision and reproduction; these are principles employed by Jesus Christ.
EV 105	2	Pulpit Etiquette: Do's and Don't on proper attire, posture, expressions and decorum for one of the most sacred places in the church...the pulpit.
FA 101	8	Understanding Music and Worship: A historical overview, the Biblical foundation for and an introduction on renewing music and worship within the local church.
FA 102	4	Worship and Praise Ministry Development: A practical approach to developing a ministry of contemporary praise and worship that is Biblical and that transcends denominational boundaries.
FA 201	4	Evangelistic Worship: A study on the evangelistic potential of worship that will draw unbelievers closer to God during church services.
FA 202	3	Internship
CA 101	4	Church Finances: The money matters of the Church such as: keeping the finance committee ministry-minded, how and who to delegate financial affairs, how to handle designated gifts, how to deal with financial mismanagement and more, are taught in a personal way to help strengthen the management of church finances.
CA 102	4	Church Development and Management I: A solid Biblical and practical application for church management and leadership. God's original design of the church is the framework of this course.
CA 103	4	Church Development and Management II: A continuation to part I that gives an exhausted description of ministerial qualifications for church management and stability.
CA 104	3	Business and Leadership: Discussion and Notes from business professionals.

CA 201	4	Business Plan Development: How to develop and implement various stages of a business plan.
LE 101	4	Spiritual Leadership: Development of leadership character and skills pertinent to effective ministry.
LE 102	4	Effective Leadership: Although written for a specific denomination, emphasis is placed on the function of leadership positions within the Christian Church that makes this course applicable and helpful to all leader.
LE 103	4	Small Group Leadership: Teaches the import role small group ministries play in the growth of the church and outreach to the community.
LE 104	3	Evaluation for Leadership: Self evaluation of personality traits, spirituality and leadership qualifications for ministry preparedness.
MN 101	3	Ministry and Spiritual Gifts: This course gives the student a clear understanding of both categories of Gifts and how these gifts are governed.
MN 102	4	Outreach Ministry: The challenge of getting the church congregation into “outward” thinking is addressed by examples from churches that have successfully accomplished this goal in a variety of motivational ways.
MN 103	4	Missions: An exploration of the Historical, Theoretical and Practical views of missions to stimulate an interest in this facet of church outreach and evangelism both home and abroad.
MN 104	4	Survey of Bible Prayers: An expository study of how the people in the Bible prayed, the different types of prayers, postures and purposes.
NT 101	3	Romans: The epistle written to the Romans (which was not intended to become a formal literary product) is researched to extract its doctrinal contributions to the Christian faith and the issues of the Roman church that concerned Paul at the time.
NT 102	3	Hebrews: Written to stabilize and preserve Christians who were in danger of lapsing in faith, Hebrews shows the centrality of Jesus Christ. Students will outline and discuss the book’s doctrines and correlations with the Old Testament.

NT 103	3	Acts: A survey of the acts of the Apostles, including charting the importance and results of Paul's missionary journeys. Discussions on significant values derived from this study and how they provide motivation and inspiration for ministry is part of the course.
NT 201	4	Life of Christ: A hermeneutic approach to the life, mission and ministry of Christ. The core of this course is the student's ability to investigate some of the sayings, parables and discourses of Christ for clearer interpretation.
OT 101	3	Dispensations and Covenants: This is a chronological study that reveals how God dealt with man and His purpose for each dispensation of time with their subsequent covenant for a better understanding of divine history.
OT 102	3	Bible Prophecy: Research of General Predictions, The Messianic Prophecies of The Old Testament and their New Testament fulfillment, predictions made by Jesus and their fulfillment using the Bible as the textbook. The overview of this course explains the classifications of prophecy and prophetic fulfillment.
OT 401	4	Advanced Old Testament Survey: A hermeneutical approach to The Old Testament that includes Israelite and Near Eastern history, archaeology, geography Old Testament theology (biblical and systematic), and critical methodologies.
OT 402	4	Introduction to the Pentateuch: Ancient Poetry, Prophetic Revelation, Pentateuch History and Reliability, Interpretation, New Testament Understanding of the Law are the major topics of the course along with a survey of the first five books of the Bible.
OT 404	6	Pentateuch Research/Writing Project: This involves other students to strengthen collaboration skills. Students are assigned to a group that will develop an exegetical study, survey or report on one of the books of the Pentateuch.
PH 401	4	Introduction to Psychology and Theology: Key issues and problems that grow out of the integration of psychology and theology are examined. Theories of both theoretical and applied psychology, and fundamental concepts of theology are treated to stimulate further thinking on the practice, research and theory of the integration of psychology and theology.
PE 101	1	Fitness and Wellness I: The focus of this level is basic and teaches correct technique, strength training (weight size and reps), cardio, flexibility and motivation lessons.

PE 102	1	Fitness and Wellness II: The focus of this level is intermediate changing workout routines making them more challenging.
PE 103	1	Fitness and Wellness III: The focus of this level is lifestyle. Maintenance level fitness and routines for travel, office or vacation with 30 minute cardio boot camp workouts.
RE 201	4	Comparative Religions and Cults: The study and companion together religions and religious practices making comparisons with Christianity.
RE 202	2	Cults Research and Presentation: Students are assigned a cult to research and give an oral presentation to other students with a question and answer session. The report may be posted in the online classroom for further discussion.
RE 301	4	Introduction to Judaism: A comprehensive introduction to Jewish family and social life, customs and traditions. The results of this insightful excursion will give a better understanding of The Old Testament and Christian heritage.
RE 302	3	Judaism and Christianity: A serious focus on the similarities and differences between the Jewish and Christian religions for an appreciation of the foundation of Christianity.
RE 303	1	Synagogue/Temple Observation: A field trip to a traditional synagogue to experience Jewish worship and teaching from the Torah. A report on the experience is required.
TH 101	4	Introduction to Bible Doctrine: A systematic study of seven doctrines of the Christian faith: God, Angels, Sin, Christ, Salvation, The Holy Spirit and Scripture.
TH 102	4	Introduction to Bible Origin: A study of the formation of the Bible, explaining how the Bible was derived and what makes it authoritative.
TH 103	4	Introduction to Typology and Symbolism: An expository study of Types and Symbols found in the Bible.
TH 201	2	Anthropology: An in-depth study of the origin of man, descriptions of his tri-unity and the complexities related to him being body, soul and spirit.
TH 202	1	Ecclesiology: The Doctrine of the Church is the study of its constitution, ordinances, work and worship. This course concentrates on the church as an organism which makes it more than mere Christendom.

TH 203	1	Eschatology: Death, The Resurrection, Future Life, Heaven and the Second Coming of Christ are future events that can bring much speculation and erroneous views. This course gives explanations and scripture references of these topics for clarity, truth and understanding.
TH 204	4	Christian Ethics: Biblical answers to questions of major social concerns are offered. Students are given an opportunity to give their personal views while considering the opinions of others.

OTHER COURSE REQUIREMENTS

LIRH		Library Hours/Research: Independent Reading on related subjects or other ministry related literature at a public library, large chain bookstore or Christian bookstore or I.T.M.T. Online Library.
	1	Biblical Studies Certificate Program: ½ hour a semester – <i>3 total</i>
	1	Specialist Certificate Programs: 3 ½ hours a semester – <i>7 total</i>
	2	Associate Degree Programs: 7 ½ hours a semester – <i>15 total</i>
CMSV	1	1 Hour of Community Service: Required by the end of the year. Student may exchange this requirement with a Fitness and Wellness Program (PE 101 or 102)
ONAB	1	Online Assignments, Blog and Discussion Forums:
THESIS	8	Associate Research Hours for Project Development and Practicum
	10	Bachelor Degree Thesis: 50,000 words on subject approved by faculty. A defense may be required.
OSP	4	Outside Programs (OSP) course requirements or recommendations From associated schools.

THE INSTITUTE OF THEOLOGY AND MINISTRY TRAINING

COURSE CODES

Church Administration [CA]

CA 101	Church Finances
CA 102	Church Development and Management I
CA 103	Church Development and Management II
CA 104	Business and Leadership

Christian Counseling [CA]

COUN 101	The Principals of Christian Counseling
COUN 102	Understanding People
COUN 103	Family Dynamics
COUN 104	Individual Counseling
COUN 201	The Psychology of Counseling
COUN 202	Biblical Counseling

Education [ED]

ED 101	Teaching Techniques
ED 102	Understanding Teaching
ED 103	Biblical Foundations for a Philosophy of Teaching
ED 104	Christian Education and Theology
ED 105	Biblical Model for Teaching
ED1PRO	Develop and teach a Bible Study lesson
ED 201	The Authority to Teach
ED 202	Teaching for Spiritual Growth

Evangelism [EV]

EV 101	Introduction to Homiletics
EV 102	Homiletics
EV 103	Practical Evangelism
EV 104	Evangelism
EV 105	Pulpit Etiquette

Fine Arts [FA]

FA 101	Understanding Music and Worship
FA 102	Worship and Praise Ministry Development
FA 103	Evangelistic Worship
FA 104	Internship

Leadership [LE]

LE 101	Spiritual Leadership
LE 102	Effective Leadership
LE 103	Small Group Leadership
LE 104	Evaluation for Leadership

Ministry [MN]

MN 101	Ministry and Spiritual Gifts
MN 102	Outreach Ministry
MN 103	Missions
MN 104	Survey of Bible Prayers

New Testament [NT]

NT 101	Romans
NT 102	Hebrews
NT 103	Acts
NT 201	Life of Christ

Old Testament [OT]

OT 101	Dispensations and Covenants (I.T.M.T.)
OT 102	Bible Prophecy
OT 401	Advanced Old Testament Survey I
OT 402	Advanced Old Testament Survey II
OT 403	Pentateuch
OT 404	Pentateuch Research/Writing Project

Psychology [PH]

PH 401	Introduction of Psychology and Theology
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Physical Education [PE]

PE 101	Fitness and Wellness I
PE 102	Fitness and Wellness II
PE 103	Fitness and Wellness III

Religion [RE]

RE 201	Comparative Religions and Cults
RE 202	Cults Research
RE 301	Introduction to Judaism I
RE 302	Introduction to Judaism II
RE 303	Judaism and Christianity
RE 304	Synagogue/Temple Observation

Theology [TH]

TH 101	Introduction to Bible Doctrine
TH 102	Introduction to Bible Origin
TH 103	Introduction to Typology and Symbolism
TH 201	Anthropology
TH 202	Ecclesiology
TH 203	Eschatology
TH 204	Christian Ethics

The Institute makes no promise of employment opportunities based on taking its courses. All certificates and degrees have religious modifiers to identify the specialized area of Christian academics.

For questions about our programs please call (407) 292-9922 Tuesdays – Thursdays from 10:00 a.m. until 3:00 p.m. You may also e-mail your inquiries to itmt@theinstituteoftheology.org.

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