

	<p>Equip Biblical Institute</p> <p>Church Planting * Team Leadership * Pastors Institute</p> <p>2100 Greenfield Drive, El Cajon, CA 92019</p>	
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Sunday School Disciple Making

Professor:

Training Center City:

Semester and Year:

Course Description

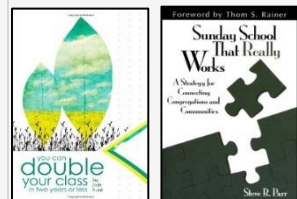
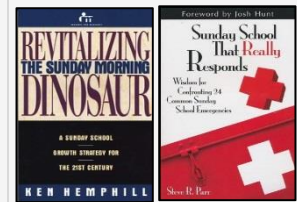
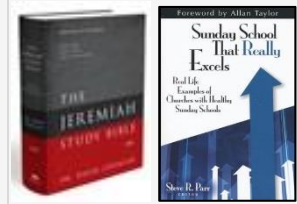
This course focuses on how to apply and teach Sunday school evangelism and leadership. Topics include teaching to change lives, turning your Sunday school into a disciple-making process, the Sunday school growth spiral, how to lead the Sunday school, how to train leaders for the Sunday school, how to double a class, and how to multiply classes. Students will create visual projects and applications for disciple-making, evangelism, and spiritual development.

Course Design

This 14-week course is designed to equip pastors, church planters, and next-generation leaders with Bible knowledge, Christian character, servant leadership, and disciple-making skills with the goal of life change. It addresses the learning styles of adults through active discussion, charts, visuals, Internet resources, team-building, and presentations. To ensure transfer of credit, changes to this course syllabus must be approved by both Equip Biblical Institute and Southern California Seminary. Over 1,200 leaders have completed EBI courses. *Suggestions for improving course design are appreciated.*

Required Textbooks

1. *Jeremiah Study Bible*. Annotated by Dr. David Jeremiah. Worthy Publishing, 2013. [CBD](#) or [9781936034895](tel:9781936034895)
2. Dr. Steve Parr and Dr. Thom Rainer. *Sunday School that Really Works: A Strategy for Connecting Congregations and Communities*. Kregel Academic, 2010. [CBD](#) 9780825435676
3. Dr. Steve Parr. *Sunday School that Really Responds: Wisdom for Confronting Common Sunday School Emergencies*. Kregel Academic, 2011. [CBD](#) 9780825440649
4. Dr. Steve Parr. *Sunday School that Really Excels: Real Life Examples of Churches with Healthy Sunday Schools*. Kregel Academic, 2013. [CBD](#) 9780825443183



Additional Books for Pastors, Leaders, and Advanced Students

- David Francis. *Transformational Class*. (#1 Free 48-page [ebook](#))
- David Francis. *Missionary Sunday School Booklet*. (#2 48-page [ebook](#))
- David Francis. *The 5-Step Formula for Sunday School Growth*. (#3 [ebook](#))
- David Francis. *Extreme Sunday School Challenge*. (#4 46-page [ebook](#))
- David Francis. *Great Expectations: Planting Seeds for Sunday School Growth*. (#5 4-page [ebook](#))

Professors – [Click here to receive the Notes by email](#). The intent of this course is to equip you with the Word of God, to strengthen your character and integrity, and to develop your relational and servant-leadership skills for the glory of God.

Internet Resources <http://www.lifeway.com/Keyword/david+francis>

* <http://www.lifeway.com/Article/missionary-sunday-school-david-francis-conference-plans-downloads>

David Francis. *The Discover Triad: Three Facets of a Dynamic Sunday School Class*, 2008. (#6 48-page [ebook](#))

David Francis. *Invite I-6: A Six-Land Strategy Toward an Inviting Sunday School*. (#7 [ebook](#))

David Francis. *Connect3: The Power of One Sunday School Class*. (#8 [ebook](#))

David Francis. *3D Sunday School: A Three Dimensional Strategy to Help Members and Leaders Fulfill the Great Commission*. (#9 [ebook](#))



Free resources by [David Francis](#)

Learning Outcomes

The student who successfully completes this course will be able to:

1. Explain how to organize the Sunday school to grow.
2. Explain how to reach out to the lost and unchurched.
3. Explain how to keep all members connected.
4. Explain how to sharpen the skills of the leaders continually
5. Explain how to respond to common organizational emergencies.
6. Explain how to respond to common class/group emergencies.
7. Explain what we can learn from churches with healthy Sunday schools.
8. Share the free Sunday school resources by [David Francis](#) with church leaders.
9. Participate in a group presentation on a chapter in one of the textbooks.
10. Write a 10- to 15-page term paper titled, "Applications from Sunday School Disciple Making for Leadership and Character Development."

Methods of Instruction

Instruction emphasizes active learning, problem-based learning, project-based learning, presentation-based learning, team-based learning, reflection, discussion, interactive lecture, collaboration, visuals, term papers, and exams, with the goal of long-term and real-world learning that results in life-change and leadership skills. The major pedagogical premise of this course is that students should be treated like the servant-leaders they are becoming.

Accelerated Adult Learning Strategies

Authentic learning involves observation, interpretation, and application. The goal of *balanced instruction* is to address the learning strengths of adult learners, including verbal, visual, musical, logical, kinesthetic, reflective, interpersonal, natural, and spiritual. *Student-centered instruction* is most effective when it impacts the mind, will, and emotions.

TEAM-based Active Learning Principles

Students are encouraged to study in teams to develop application skills, leadership/relational skills, and presentations. Students are not to give answers to co-learners, but help them learn how to find the answers. **TEAM = Together Everyone Accomplishes More.**

The Cone of Learning



Student Requirements

First, answer the **questions** in the **portfolio** before class. This will assist student-leaders in focusing on core information and developing the time-on-task study skills and writing skills essential to effective learning and long-term memory. Each student must do his or her own work.

Second, maintain the **journal** in the portfolio. (1) What is God teaching you in this session? (2) How are you going to apply these concepts to your life, family, and ministry? (3) How can your church apply these concepts to making disciples and developing leaders? This will assist student-leaders in developing reflection, application, and decision-making skills essential to spiritual growth.

Third, participate in the **discussion** of the questions and applications in the portfolio during class. Through discussion students learn from one another and sharpen one another as iron sharpens iron. This will assist student-leaders in developing the relational, speaking, and creative/critical thinking skills essential to effective teaching and servant-leadership.

Fourth, complete the **midterm exam**. This will assist student-leaders in developing long-term memory through multiple reviews of the core material.

Fifth, participate in an individual or **group presentation** on one of the chapters in the textbooks. The ability to make engaging presentations will multiply your influence, leadership, teaching, and preaching. Discuss applications found in that book. This presentation can be a PowerPoint, drama, role-play, charts, or drawings. This will assist student-leaders in developing the creative/critical thinking and teamwork skills essential to effective teaching and servant-leadership. Week 13

Sixth, type a 10- to 15-page **term paper** titled “**Applications from Sunday School Disciple Making for Leadership and Character Development.**” The ability to write well will multiply your influence, leadership, teaching, and preaching. Footnote all the ideas, paraphrases, and direct quotes in your paper, whether from books or the Internet. Font should be Times New Roman 12. Include illustrations and charts. This will assist student-leaders in developing the creative/critical thinking and writing skills essential to effective biblical teaching, preaching, and servant-leadership. Week 13

Seventh, complete the **final exam** in the portfolio. This will assist student-leaders in developing long-term memory through multiple reviews of the core material and in focusing on transformational leadership and teaching skills. Week 14

Course Objective Is Life Change

Our mission is to bring glory to God by assisting local churches to equip believers to live and minister biblically based on the inerrant Word of God. This equipping includes Bible knowledge, Christian character, and ministry skills. The objective is to take student-leaders from where they are and move them to where they need to be. Students will learn how (1) to read with their brains; (2) to remember what they have read; (3) to sharpen their thoughts through journaling; (4) to speak effectively before others; (5) to work as learning teams of leaders; and (6) to biblically apply what they are learning to life, family, and ministry.

Accelerated Adult Learning Techniques

Adults learn in unique ways and so this course incorporates multiple learning styles. According to the **Cone of Learning**, writing, discussing, and applying concepts are the keys to accelerated adult learning. The portfolio is foundational to learning because students remember more of what they write, discuss, and apply. By applying these principles of champion learners, students will experience transformational growth. Welcome to the accelerated disciple-making process!

Session	Date	Session Content	Assignment Due
1		<p>Introduction Does the Sunday School Still Work? The Foundation that Works Appendixes</p> <p>Go over this syllabus and the portfolio. Preview the study guides for the exams. Discuss the appendixes. Discuss portfolio questions and journal applications. Demonstrate how to get the most out of the Topical Index in the textbooks. Group Activity: Create a visual summary or mind-map of one of these chapters.</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Print 348 Sunday School Disciple-Making portfolio and notes. <input type="checkbox"/> Pay the honorarium to the director. <input type="checkbox"/> Skim the textbooks and be prepared to discuss how these books are unique as learning tools. <input type="checkbox"/> Study chapters 1-2 and appendixes in <i>Sunday school that Really Works</i>. <input type="checkbox"/> Explore the free resources at http://www.lifeway.com/Article/missionary-sunday-school-david-francis-conference-plans-downloads <input type="checkbox"/> Type the answers to the portfolio questions and journal applications in preparation for the discussion and group activity. <input type="checkbox"/> Begin writing the term paper. <input type="checkbox"/> Read the <i>Baptist Faith and Message</i> in Resources at http://www.sbc.net.
2		<p>The Measure of a Sunday School that Works Want to Grow</p> <p>Welcome guests and encourage students to share what they have learned so far. Discuss portfolio questions and applications. Group Activity: Create a visual summary or mind-map of one of these chapters.</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Study chapters 3-4 in <i>Sunday School that Really Works</i>. <input type="checkbox"/> Type the answers to the portfolio. <input type="checkbox"/> Work on the term paper. <input type="checkbox"/> Review the study guide. <input type="checkbox"/> Students are encouraged to invite friends to see how the course works. <input type="checkbox"/> Explore <i>Transformational Class</i>. (#1 Free 48-page ebook)
3		<p>Organize to Grow Reach out to the Lost and Unchurched</p> <p>Discuss portfolio questions and applications. Group Activity: Create a visual summary or mind-map of one of these chapters.</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Study chapters 5-6 in <i>Sunday School that Really Works</i>. <input type="checkbox"/> Type the answers to the portfolio. <input type="checkbox"/> Work on the term paper. <input type="checkbox"/> Review the study guide. <input type="checkbox"/> Explore <i>Missionary Sunday School Booklet</i>. (#2 48-page ebook)
4		<p>Keep all of the Members Connected Sharpen the Skills of the Leaders Continually</p> <p>Discuss portfolio questions and applications. Group Activity: Create a visual summary or mind-map of one of these chapters.</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Study chapters 7-8 in <i>Sunday School that Really Works</i>. <input type="checkbox"/> Type the answers to the portfolio. <input type="checkbox"/> Work on the term paper. <input type="checkbox"/> Review the study guide. <input type="checkbox"/> Explore <i>The 5-Step Formula for Sunday School Growth</i>. (#3 ebook)

Session	Date	Session Content	Assignment Due
5		<p>Common Organizational Emergencies Our Sunday School Is Dying We Do Not Have Enough Leaders</p> <p>Discuss portfolio questions and applications. Group Activity: Create a visual summary or mind-map of one of these chapters.</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Study chapters 1-6 and appendixes in <i>Sunday School that Really Responds</i>. <input type="checkbox"/> Type the answers to the portfolio. <input type="checkbox"/> Work on the term paper. <input type="checkbox"/> Review the study guide. <input type="checkbox"/> Explore <i>Extreme Sunday School Challenge</i>. (#4 46-page ebook)
6		<p>A lot of people on our rolls do not Attend We have a class that will not cooperate</p> <p>Discuss portfolio questions and applications. Group Activity: Create a visual summary or mind-map of one of these chapters. Review for the midterm exam.</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Study chapters 7-12 in <i>Sunday School that Really Responds</i>. <input type="checkbox"/> Type the answers to the portfolio. <input type="checkbox"/> Work on the term paper. <input type="checkbox"/> Review the study guide. <input type="checkbox"/> Explore <i>Great Expectations: Planting Seeds for Sunday School Growth</i>. (#5 4-page ebook)
7		<p>Midterm Exam</p> <p>Take the midterm exam. Preview the second half of the course. Make corrections to the term paper in class. Discuss who would benefit from the EBI leadership training program.</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Review the study guide in the notes to prepare for midterm exam. Four hours of study are recommended. <input type="checkbox"/> Work on the term paper. <input type="checkbox"/> Pay for textbooks for the next courses.
8		<p>Common Class Emergencies They Want to Split My Class My Class Has No Life</p> <p>Welcome guests and encourage students to share what they have learned. Discuss portfolio questions and applications. Group Activity: Create a visual summary or mind-map of one of these chapters.</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Study chapters 13-18 in <i>Sunday School that Really Responds</i>. <input type="checkbox"/> Type the answers to the portfolio. <input type="checkbox"/> Work on the term paper. <input type="checkbox"/> Review the study guide. <input type="checkbox"/> Students are encouraged to invite friends to see how the course works. <input type="checkbox"/> Explore <i>The Discover Triad: Three Facets of a Dynamic Sunday School Class</i>, 2008. (#6 48-page ebook)
9		<p>My Class Is Not Growing I Want to Quit</p> <p>Discuss portfolio questions and applications. Group Activity: Create a visual summary or mind-map of one of these chapters.</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Study chapters 19-24 in <i>Sunday School that Really Responds</i>. <input type="checkbox"/> Type the answers to the portfolio. <input type="checkbox"/> Work on the term paper. <input type="checkbox"/> Review the study guide. <input type="checkbox"/> Explore <i>Invite 1-6: A Six-Land Strategy Toward an Inviting Sunday School</i>. (#7 ebook)

Session	Date	Session Content	Assignment Due
10		<p>The State of Sunday School Today Excels in Hands-on Missions</p> <p>Discuss portfolio questions and applications.</p> <p>Group Activity: Create a visual summary or mind-map of one of these chapters.</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Study chapters 1-6 in <i>Sunday School that Really Excels</i>. <input type="checkbox"/> Type the answers to the portfolio. <input type="checkbox"/> Work on the term paper. <input type="checkbox"/> Review the study guide. <input type="checkbox"/> Explore <i>Connect3: The Power of One Sunday School Class</i>. (#8 ebook)
11		<p>Excels on the Heels of a Crisis Excels in Multicultural Community</p> <p>Discuss portfolio questions and applications.</p> <p>Group Activity: Create a visual summary or mind-map of one of these chapters.</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Study chapters 7-12 in <i>Sunday School that Really Excels</i>. <input type="checkbox"/> Type the answers to the portfolio. <input type="checkbox"/> Work on the term paper. <input type="checkbox"/> Review the study guide. <input type="checkbox"/> Explore <i>3D Sunday School: A Three Dimensional Strategy to Help Members and Leaders Fulfill the Great Commission</i>. (#9 ebook)
12		<p>Excels in Transitioning to Small Groups</p> <p>A Plan to Excel-erate Your Sunday School</p> <p>Discuss portfolio questions and applications.</p> <p>Group Activity: Prepare for next week's student presentations.</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Study chapters 13-17 in <i>Sunday School that Really Excels</i>. <input type="checkbox"/> Type the answers to the portfolio. <input type="checkbox"/> Work on the term paper. <input type="checkbox"/> Review the study guide.
13		<p>Student Presentations and Term Papers</p> <p>Welcome guests.</p> <p>Participate in student presentations.</p> <p>Review for final exam.</p> <p>Make corrections to the term paper in class.</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Prepare for group or individual presentations. <input type="checkbox"/> Bring a rough draft of your term paper for peer-review and corrections. <input type="checkbox"/> Students are encouraged to invite friends to watch student presentations.
14		<p>Final Exam and Course Evaluation</p> <p>Take final exam.</p> <p>Submit portfolio for grading.</p> <p>Submit term paper.</p> <p>Students will debrief by sharing how they are using what they have learned.</p> <p>Discuss how to recruit students who would benefit from the EBI leadership training program.</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Review the study guide for the final exam. <input type="checkbox"/> Complete the 10- to 15-page term paper. <input type="checkbox"/> Complete the portfolio. <input type="checkbox"/> Distribute the textbooks, syllabi, portfolios, notes, and promotional materials for the next course.

EBI holds to the *Baptist Faith and Message*. The inclusion of articles, books, or external links in this course does not imply that the opinions expressed represent the official position of EBI.

Webliography

1. Alternative articles http://www.oneplace.com/Ministries/The_Alternative/Article_Archives.asp
2. Apologetics 4Truth www.4truth.net
3. Bible.org <http://www.bible.org>
4. Bible Bulletin Board <http://www.biblebb.com/>
5. Bible History <http://www.bible-history.com/>
6. Bible Land Photos <http://bibleplaces.com/>
7. Bible Study Resources www.bible.org
8. Bible study tools <http://www.biblestudytools.net/>
9. Blue Letter Bible Study Tools/Charts <http://www.blueletterbible.org/study/>
10. Christian Apologetics & Research Ministry <http://carm.org/>
11. Christian Classics Ethereal Library "World Wide Study Bible" <http://www.ccel.org/wwsb/>
12. Church Starting <http://www.churchstarting.net>
13. Crosswalk Articles <http://www.crosswalk.com/>
14. David Jeremiah <http://www.davidjeremiah.org/>
15. E-sword.net Bible study tools <http://www.e-sword.net/>
16. Ed Stetzer <http://www.newchurches.com/>
17. Focus on the Family <http://www.focusonthefamily.org>
18. Got Questions <http://www.gotquestions.org/>
19. Holy Land Photos <http://www.holylandphotos.org/>
20. Injoy.com pastoral leadership articles <http://www.injoy.com/>
21. Institute of Strategic Evangelism <http://bgc.gospelcom.net/ise/links.html>
22. Jeremiah Study Bible Online Content <http://www.JeremiahStudyBible.com>
23. Leading from your Strengths <http://www.leadingfromyourstrengths.com/>
24. Leadership Journal Past Issues <http://www.christianitytoday.com/le/issues/>
25. Leadership U <http://www.leaderu.com/menu/ministry.html>
26. Leadership Wired <http://www.injoy.com/newsletters/subscribe.asp>
27. LifeWay.com church planting articles <http://www.lifeway.com>
28. LifeWay Ministry Grid – Training made simple <http://www.ministrygrid.com/guest-home>
29. Lumina Bible study tool <https://lumina.bible.org/bible/Matthew+1>
30. Malphurs Group <http://www.malphursgroup.com>
31. Moody Magazine articles <http://www.moodymagazine.com>
32. NAMB Video <http://www.namb.net/video/>
33. Need Him <http://www.needhim.org/>
34. New Churches <http://www.newchurches.com/>
35. New Testament Summary http://www.bible.org/page.asp?page_id=2076
36. North American Mission Board <http://www.namb.net>
37. Old Testament Gateway <http://www.otgateway.com/>
38. Old Testament Survey http://www.bible.org/series.asp?series_id=76
39. On Mission to Share Jesus <http://www.namb.net>
40. One Place Articles <http://www.oneplace.com/articles/>
41. Online Bible links <http://www.onlinebible.net/links.html>
42. Pastors.com subscription <http://www.pastors.com/aboutus/>
43. Pastors.com ministry articles <http://www.pastors.com/articles/>
44. Send North America http://www.namb.net/Send_North_America_Video/
45. Send Network church planters <http://sendnetwork.com/>
46. Turning Point Articles <http://www.turningpointradio.org/>
47. Way of the Master Explore <http://www.wayofthemaster.com/>

Holman Bibliography

Apologetics Study Bible. Annotated by Ted Cabal, Chuck Colson, and Norm Geisler. Nashville, TN: Holman Bible, 2007. 9781586400248

HCSB Study Bible. Annotated. Nashville, TN: Holman Bible.

Holman Book of Biblical Charts, Maps, and Reconstructions. Edited by Marsha A. Ellis Smith. Nashville, TN: Holman Reference, 1993. 9781558193598

Holman Concise Bible Commentary. Edited by David S. Dockery. Nashville, TN: Holman Reference,

2011. 9780805495461

Holman Guide to Interpreting the Bible. Edited by David S. Dockery and George Guthrie. Nashville, TN: Holman Reference, 2004. 9780805428582

Holman Illustrated Bible Dictionary. Edited by Charles W. Draper and Chad Brand. Nashville, TN: Broadman & Holman, 2003. 9780805428360

Holman QuickSource Bible Atlas. Edited by Holman. Nashville, TN: Holman Reference, 2011. 9780805495645

Holman QuickSource Guide to Christian Apologetics. Edited by Doug Powell. Nashville, TN: Holman Reference, 2006. 9780805494600

Holman QuickSource Guide to Understanding Creation. Edited by Mark Whorton and Hill Roberts. Nashville, TN: Holman Reference, 2008. 9780805494860

Holman Treasury of Key Bible Words: 200 Greek and 200 Hebrew Words Defined and Explained. Edited by Dr. Eugene Carpenter and Dr. Philip Comfort. Nashville, TN: Holman Reference, 2000. 9780805493528

Course Bibliography and E-books

David Francis. *Transformational Class*. (#1 Free 48-page [ebook](#))

David Francis. *Missionary Sunday School Booklet*. (#2 48-page [ebook](#))

David Francis. *The 5-Step Formula for Sunday School Growth*. (#3 [ebook](#))

David Francis. *Extreme Sunday School Challenge*. (#4 46-page [ebook](#))

David Francis. *Great Expectations: Planting Seeds for Sunday School Growth*. (#5 4-page [ebook](#))

David Francis. *The Discover Triad: Three Facets of a Dynamic Sunday School Class*, 2008. (#6 48-page [ebook](#))

David Francis. *Invite I-6: A Six-Land Strategy Toward an Inviting Sunday School*. (#7 [ebook](#))

David Francis. *Connect3: The Power of One Sunday School Class*. (#8 [ebook](#))

David Francis. *3D Sunday School: A Three Dimensional Strategy to Help Members and Leaders Fulfill the Great Commission*. (#9 [ebook](#))

Dr. Ken Hemphill. *Revitalizing the Sunday Morning Dinosaur: A Sunday School Growth Strategy for the 21st Century*. Nashville: B& H, 1996. [CBD 9780805461749](#)

Josh Hunt. *Disciple-making Teachers*. Group Publishing, 2009. 9780764420313

Josh Hunt. *Make Your Group Grow: Simple Stuff that Really Works*. Group Publishing, 2010. 9780764440151

Josh Hunt. *You Can Double Your Class in Two Years or Less*. Group Publishing, 2009. [9780764420191](#)

Dr. Steve Parr and Dr. Thom Rainer. *Sunday School that Really Works: A Strategy for Connecting Congregations and Communities*. Kregel Academic, 2010. 9780825435676

Dr. Steve Parr. *Sunday School that Really Responds: Wisdom for Confronting Common Sunday School Emergencies*. Kregel Academic, 2011. 9780825440649

Dr. Steve Parr. *Sunday School that Really Excels: Real Life Examples of Churches with Healthy Sunday Schools*. Kregel Academic, 2013. 9780825443183

Transfer of Credits to Southern California Seminary

Attendance Policy

Attending class on time is important to receive the most out of the course. Entering class late disrupts the learning process of all students. Students are permitted three absences for a 14-week semester course. For the semester (28 classroom hours plus 68 homework hours) courses, more than 10 minutes late is a *tardy*; more than 20 minutes late is an *absence*. Two tardies count as one absence. **College credit cannot be transferred to Southern California Seminary when a student misses four or more class sessions.** A grade of NC (No Credit) will be recorded when a student misses four sessions, does not complete coursework on time, or earns less than 700 points.

Class Time and Homework Policy

To transfer credits to Southern California Seminary, **each 2-unit course must include at least 28 hours of class time discussion and 68 hours of portfolio homework during the 14-week semester.** Courses with less than 28 hours of class time do not meet EBI requirements. Since “time plus focus equals learning,” increased classroom time and active learning result in increased learning—and learning is the key to leadership and service. Courses start the week of January, May, and September. For maximum learning, **it is recommended that working students take 2 courses per semester or 6 courses per year.**

Late Work Policy

Completing work on time is an important habit for leaders to develop. Homework should be completed weekly before the class discussion and application. The grade for work that is between 1 and 7 days late is lowered by 20%. The grade for work that is between 8 and 14 days late is lowered by 40%. **Work that is over 14 days late will not be accepted.** Professors are to send to the EBI offices the grade sheet within 15 days of the end of each course so that transcripts can be updated each semester.

Portfolio Policy

To transfer credits from Equip Biblical Institute to Southern California Seminary, **students must present a complete portfolio of their course work.** The portfolio consists of the questions, journal applications and reflections, term papers, and exams for each course. Upon successful completion of the Associate of Biblical Studies, students may transfer **66 units** into the Bachelor of Arts in Biblical Studies degree. If the portfolio for a course is not complete, the credits may not be transferable. Portfolios must be completed individually—not as couples. Answers to portfolio questions are subjective so each student must do his or her own work.

Grade Scale			
Grade	=	Percent	Points
A	=	95-100%	950-1,000
A-	=	90-94%	900-949
B+	=	87-89%	870-899
B	=	84-86%	840-869
B-	=	80-83%	800-839
C+	=	77-79%	770-799
C	=	74-76%	740-769
C-	=	70-73%	700-739
NC	=	Below 70%	0-699



Student Evaluation		Percent	Points
Portfolio/Group Activities		55%	550
Midterm Exam.....		10%	100
Student Presentations		10%	100
Term Paper.....		15%	150
Final Exam.....		10%	100
Total.....		100%	1,000

Session 1	Session 2	Session 3	Session 4	Session 5	Session 6	Midterm 7	Session 8	Session 9	Session 10	Session 11	Session 12	Presenta-tion 13	Term Paper 13	Final Exam 14	Points	Grade
50	50	50	50	50	50	100	50	50	50	50	50	100	150	100	1,000	ABC

Course Grading Rubric		
Grade	Requirements	✓
A	Exams, portfolio, presentation, and the 10- to 15-page paper with zero errors.	
A-	Exams, portfolio, presentation, and the 10- to 12-page paper with less than 2 errors.	
B+	Exams, portfolio, presentation, and the 10- to 11 page paper with less than 4 errors.	
B	Exams, portfolio, presentation, and the 8- to 9-page paper with less than 6 errors.	
B-	Exams, portfolio, presentation, and the 6- to 7-page paper with less than 8 errors.	
C+	Exams, portfolio, presentation, and essay are completed with few errors.	
C	Exams, portfolio, presentation, and essay are completed but need corrections.	
C-	Exams, portfolio, presentation, and essay need individual tutoring or peer coaching.	
NC	Students earn less than 700 points or miss more than 3 sessions.	
<p>It is possible to earn a “C” by writing an essay rather than a term paper, but it is necessary to write a term paper to earn an “A” or “B”. Writing clarifies one’s thoughts and is a key skill for an effective leader. Initially students may have difficulties in developing writing skills, but they will improve and gain confidence with each course they complete. It is important that professors help students improve their writing skills to maximize their thinking and leadership skills. Students should use the term paper rubric, sample term paper, and type-over template to write their term papers. Since students have different abilities, goals, responsibilities, and schedules, students can choose the grade for which they are aiming.</p>		
<p>Writing is one of the most important skills that a leader can develop. As part of the academic agreement with Southern California Seminary, to earn an "A" students are required to email or mail a copy of their academic work to the EBI Registrar. The goal is to catch students doing something right and affirming them. The objective is to recognize and analyze the best term papers and to prepare next generation leaders for university level education by helping them improve their writing skills, thinking skills, and leadership skills.</p>		
<p>The mission of Equip Biblical Institute is to bring glory to God by assisting local churches to equip believers of various cultures and languages to live and minister biblically based on the inerrant Word of God. This equipping includes building biblical knowledge, Christian character, and ministry skills. The goal is to provide preaching and teaching resources, intentional leadership development, disciple-making materials, Skype courses, YouTube videos, charts, notes, and visuals to pastors and churches around the world. EBI is equipping the next generation of pastors and leaders to multiply their influence by training leaders, creating videos, and writing books.</p>		
<p>EBI is a religious exempt school and not accredited by the US Department of Education; however, EBI Associate degrees are transferable to Southern California Seminary and other schools.</p>		
<p>As students take each course their brains will develop a multitude of new neural connections increasing their ability to read with comprehension, make practical applications from what they are learning, and improve their communication, leadership, and writing skills.</p>		
<p>Sermon-based small groups and the Sunday school are the key disciple-making and evangelism programs of the church.</p>		