



**BACHELOR OF  
PASTORAL MINISTRY  
PROGRAM GUIDE  
(USA STUDENTS)**



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**Teleo University**  
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Minneapolis MN 55445  
TeleoUniversity.org - 763-220-8850  
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## LETTER FROM THE PRESIDENT

Welcome to Teleo University. We are a global distance education institution committed to equipping pastors and church leaders with world-class practical ministry training without leaving their churches and networks of ministry relationships. Teleo University partners with our parent organization, T-Net International, to offer degrees to the thousands of pastors and church leaders participating in training centers in countries throughout Africa, Asia, and the Americas.



*Teleo* is a Koine Greek word that means 1) *to bring to a close, to finish*, or 2) *complete or fulfill a command*. In the New Testament, the Apostle Paul used *Teleo* in 2 Timothy 4:7, "I have fought the good fight, I have finished the race." Again, in John 19:30, as Jesus died on the cross for our salvation, He said, "It is finished." *Teleo* captures our passion for finishing the Great Commission by being and making disciples of all nations.

In Acts 1:8 and Matthew 28, Jesus told his followers that they would be His witnesses in their cities, their countries, and throughout the whole world until the Great Commission was finished. The **Mission** of T-Net, or Teleo-Network, is to coach pastors and church leaders to ***finish*** the Great Commission in their congregations, regions, and every country of the world. Finishing the Great Commission in every country of the world so that no nation is unreached is what we call **PROJECT ZERO** because the mandate of "all nations" or "all ethnos" ends at ZERO. Teleo University supports this global initiative by providing affordable, accessible, accredited degrees to pastors and ministry leaders seeking to finish the Great Commission by multiplying disciple makers and initiating saturation church planting.

We believe the Great Commission can and will be *finished*. We believe the whole world will be filled with the knowledge of the glory of God. It is our all-consuming passion to do everything we can, through the power of the Holy Spirit, to see it through. T-Net International is committed to establishing an indigenously led and funded, multiplying, disciple making, church planting, and revitalization movement in each of the more than 230 countries of the world and coaching them until the Great Commission is finished. I can think of no greater pursuit in our lifetime.

A handwritten signature in black ink, appearing to read "Jay Klopfenstein". The signature is fluid and cursive, with a large initial "J" and "K".

Jay Klopfenstein, MDiv, DMin



Offer of Admission



Date: \_\_\_\_\_

Dear T-Net Training Center Student, Congratulations, you have met the first requirement for admission to Teleo University-- participation in a T-Net Training Center. Therefore, I am pleased to present to you **this official invitation to apply** to Teleo University to complete this distance education, disciple making program for academic credit. See the school catalog on our website for more information. Please accept my congratulations on this offer of admission.

Located in Minneapolis, Minnesota, USA, Teleo University offers distance education to those currently serving as pastors, church leaders, and church planters. In this program, you will receive thousands of pages of lectures, labs, curriculum, and practical field assignments created by our expert faculty. Also, you will receive the encouragement and support of a facilitated study group called a T-Net Training Center. T-Net staff and facilitators will assist you by providing coaching and support as you complete your studies.

**I invite you to apply today for admission to Teleo University.** Our admissions team is anxious to process your application and previous transcripts to confirm the degree program you qualify for and provide you with an official letter of acceptance and placement. **NOTE: You are welcome to complete T-Net training without pursuing a degree, but you cannot attend T-Net training in pursuit of a degree without first applying for admissions to Teleo University.** I pray for success in your studies.

**STUDENT INFORMATION:**

Name: \_\_\_\_\_

Student Cohort ID: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
(two-letter country code or name / center code or name / student # 1, 2, 3, etc.)

**PROGRAM INFORMATION:**

**Program:** Pastoral Ministry  
**Program Length:** 10 terms (40 months)  
**Status:** Distance Education Student  
**Admission Status:** Invitation to Apply to Teleo University  
**Cohort Start Date:** \_\_\_\_\_

**CONDITIONS:**

This is your offer to apply for admission to Teleo University. Your **acceptance is contingent upon submitting** the 1) completed application, 2) \$50 application fee (MDiv and BPM only), 3) three recommendation forms, and 4) copies of transcript(s) documenting degrees or course credit awarded for previous studies (NOTE: Diploma and Certificate students are **NOT required** to pay the \$50 application fee). You may obtain the forms through your T-Net center or at [www.teleouniversity.org](http://www.teleouniversity.org) and return them through your T-Net Training Center cohort facilitator.

Students must currently be active in ministry, and they are required to apply what they learn within a local church. Therefore, students must have permission to complete the ministry assignments within their church to complete the pastoral ministry program.

Sincerely,

  
David D Durey, BA, MDiv, DMin  
Provost

\_\_\_\_\_  
Signature of the T-Net Training Center Facilitator

# ABOUT TELEO UNIVERSITY

## MISSION

**Our Mission** is to provide affordable, accessible, accredited education to pastors and ministry leaders who are seeking to *finish* the Great Commission through multiplying disciple makers and initiating saturation church planting.

## DISTINCTIVES

### **Distance Education for Non-Traditional Students: Pastors that Remain On-the-Job**

Teleo University plays a unique role in Theological Education by Extension. Teleo University's focus is on *finishing* the Great Commission of Jesus (Matthew 28:19-20) in each nation of the world by empowering indigenous pastors and church leaders. Teleo University only seeks students who are currently pastors, church planters, or key lay leaders. The average age of these non-traditional students is between 30 to 55 years old. These Christian leaders do not need to leave their ministries and families to attend classes. Teleo University offers no resident campus learning. Instead, students must remain in their local church ministry to implement what they learn in this unique distance education program.

Teleo University is not in competition with traditional Bible Colleges and Seminaries. Teleo University's core materials have been taught at a master's and doctoral level by several of the most prominent evangelical seminaries: Bethel Seminary, Columbia International University, Dallas Theological Seminary, Trinity Divinity School, Western Theological Seminary, West Africa Theological Seminary, and more.

Teleo University professors share their knowledge with students through a cross-culturally tested curriculum, printed lectures, and, more recently, web-based video coaching (currently English only). The course curriculum is translated into multiple languages. Therefore, Teleo University employs correspondence courses where students meet their professors only through printed lectures and perhaps video coaching, but without personal interaction. However, our print delivery, supported by local study groups and experienced facilitators, empowers our students to receive practical theological education without leaving their ministry or network of relationships.

By gathering students into study groups called T-Net Training Centers, students benefit from carefully prepared study materials, collaboration with fellow students, and facilitators who have studied and applied this curriculum in their ministries. Furthermore, the internet now offers more resources and allows student exposure to instructors, course authors, and subject matter experts through video coaching.

### **Trained as Trainers—The Disciple Making Model**

Teleo University students participate in local study groups called T-Net Training Centers to complete assignments and enjoy vibrant student life interaction. Teleo University requires that pastors learn as students and then apply what they learn by leading, training, and implementing it in their local churches. Finally, every student must take on the disciple making mindset of training other pastors and church leaders (2 Timothy 2:2). Within the T-Net Training Centers, students form training teams to fulfill teaching practicum requirements of training this material to other pastors and church leaders.

## INSTITUTIONAL GOALS

To accomplish our mission, Teleo University seeks to...

1. Keep the cost of education accessible to all students regardless of their financial means.
2. Provide students with learning resources adequate to meet the learning objectives of every study program.
3. Provide students with accredited degrees and certificates.
4. Complement not compete with existing Bible Colleges and Seminaries.
5. Recruit and train existing pastors and church leaders so they need not leave their current ministry positions but can apply their learning in their churches.
6. Make finishing the Great Commission the primary objective of all training programs.
7. Training students to revitalize local churches as disciple making churches.
8. Empower students as trainers and equippers who multiply disciple making training and saturation church planting to finish the Great Commission.

## ADMISSION POLICIES

### GENERAL ADMISSION REQUIREMENTS

Students admitted to Teleo University are chosen based on spirituality, ministry zeal, academic ability, and their current role as a pastor, Bishop, church planter, church leader, or spouse. Teleo University is an educational institution for those non-traditional students who are already in vocational or bi-vocational pastoral ministry and church leadership. Teleo University provides Theological Education by Extension through a correspondence curriculum facilitated in T-Net Training Centers' study groups. Teleo University expects all students to participate in a T-Net Training Center study group.

## SPIRITUAL REQUIREMENTS: BELIEF AND CHARACTER

Applicants must agree with, personally adhere to, and support Teleo University's Doctrinal Statement. By completing and signing the application, the applicant promises to respect and comply with the student standards of conduct of Teleo University. Applicants are to give evidence of Christian character and maintain a lifestyle consistent with biblical standards of a daily walk with Christ. Teleo University serves students in many cultures worldwide, and we acknowledge that some practices will be considered acceptable by Christians in one culture but not another. Therefore, Teleo University insists that the Scriptures guide godly conduct for both students and faculty. Where Scripture is clear, we will be clear, but where it is not, there will be freedom and grace.

## CHRISTIAN SERVICE REQUIREMENTS

Serving is an integral part of the Christian life. Students enrolled in Teleo University are non-traditional students serving as pastors, church planters, and Christian leaders in the local church. Christian service is not something added to the coursework. It is integrated into the entire educational experience at Teleo University at both the undergraduate and graduate levels. Serving and loving non-Christians and helping disciples grow is a way of life for those seeking to finish the Great Commission.

## STATEMENT OF FAITH

Teleo University is an Evangelical Protestant religious organization that holds to the essentials of biblical orthodoxy. The following statement addresses seven essentials upon which Christians have agreed throughout the centuries. These statements are inclusive rather than exclusive. We are eager to partner with denominations, churches, and other religious organizations that embrace the Christian faith's essentials. To maintain continuity and consistency, Teleo University expects faculty, administration, and students to agree with, personally adhere to, and support the following doctrinal statement:

We Believe:

1. The Scriptures, both Old, and New Testaments, to be the inspired Word of God, without error in the original writings, the complete revelation of His will for the salvation of men and women and the Divine and final authority for Christian faith practice.
2. In one God, creator of all things, infinitely perfect and eternally existing in three persons—Father, Son, and Holy Spirit.
3. That Jesus Christ is true God and true man having been conceived of the Holy Spirit and born of the Virgin Mary. He died on the cross as a sacrifice for our sins, according to the Scriptures. Further, He arose bodily from the dead, ascended into heaven, where at the right hand of the Majesty on High, He is now our High Priest and Advocate.
4. The ministry of the Holy Spirit is to glorify the Lord Jesus Christ, and during this age, to convict men and women, regenerate the believing sinner, and indwell, guide, instruct, and empower the believer for godly living and service.
5. That mankind was created in the image of God but fell into sin and is, therefore, lost and only through regeneration by the Holy Spirit can salvation and spiritual life be obtained.
6. That the shed blood of Jesus Christ and His resurrection provide the only ground for justification and salvation for all who believe. That the new birth comes only by grace through faith in Christ alone and that repentance is a vital part of believing, but is in no way in itself a separate and independent condition of salvation; nor are any other acts such as confession, baptism, prayer, or faithful service to be added to believing as a condition of salvation.
7. In the bodily resurrection of the dead; of the believer to everlasting blessedness and joy with the Lord; of the unbeliever to judgment and everlasting conscious punishment.

## ADMISSIONS PROCESS

### Step 1: Join a T-Net Training Center Study Group

As a distance education institution, Teleo University does not offer traditional classroom education. Teleo University expects all students to participate in a local study group facilitated by T-Net International, where students collaborate with group members and complete directed instructional activities. Visit [www.finishprojectzero.com/transform](http://www.finishprojectzero.com/transform) to find a training center in your country or contact [info@teleouniversity.org](mailto:info@teleouniversity.org) to find a T-Net Training Center study group in your country.

### Step 2: Submit the Application, Fee, Three Recommendations, and Transcripts

Applicants must submit the following items through their T-Net Training Center study group facilitator in their country or directly to the Office of Admissions if so directed:

1. **Admission Application:** Begin the application process by completing and submitting a paper application to your T-Net Training Center study group facilitator in your country. Click on the "Admissions" tab at [www.teleouniversity.org](http://www.teleouniversity.org) to download an application.
2. **Application Fee:** Submit the \$50 (USD) non-refundable application fee through your T-Net Training Center study group facilitator, or for further assistance, contact [admissions@teleouniversity.org](mailto:admissions@teleouniversity.org). (NOTE: Diploma and Certificate students are **NOT required** to pay the \$50 application fee.)

3. **Acknowledge Agreement:** Affirm agreement with Teleo University's Statement of Faith and agree to abide by the school's policies and program requirements by checking the appropriate boxes on page two of the application form.
4. **Recommendations:** Teleo University requires three recommendation forms for all new applicants. Provide the following forms to the appropriate references. Have your references return the recommendation forms to your T-Net Training Center facilitator to submit to Teleo University along with your application and other required documents.
  - Recommendation 1: T-Net Training Center Trainer-Facilitator.
  - Recommendation 2: Personal Reference.
  - Recommendation 3: Ministry Reference.
5. **Transcript Evaluation:** Secondary school (high school), college, or university transcripts must be evaluated and reviewed for eligibility when you apply. The evaluation confirms if the student qualifies to begin the program for which the student has applied. To submit transcripts for evaluation:
  - Option 1: If your previous school offers official electronic (secure PDF) transcripts, this will be your fastest method. Request that your school send a copy to [admissions@TeleoUniversity.org](mailto:admissions@TeleoUniversity.org)
  - Option 2: Submit a valid copy of your official transcript(s): 1) scan (PDF only) and upload the transcript document(s) through your [tnetcenter.com](http://tnetcenter.com) online account, or 2) provide the transcript document(s) to your T-Net Training Center facilitator for document upload, or 3) if requested to do so, email the scanned (PDF only) transcript document(s) directly to [admissions@teleouniversity.org](mailto:admissions@teleouniversity.org).
  - Option 3: (USA only) If mailing a hard copy is the only option offered, have your official transcript sent to:
 

Teleo University  
ATTN. Transcripts Department  
4879 West Broadway Ave  
Minneapolis MN 55445 USA

### Step 3: Receive a Notice of Acceptance

After Teleo University has received and processed your application fee and required documents, the admission office will send the applicant a notice of acceptance or non-admission. The admissions department will recommend an appropriate alternative program for students who do not qualify for requested program.

### Step 4: Access Your Student Account

Using the "My Teleo" section of [TeleoUniversity.org](http://TeleoUniversity.org), access your Teleo University student online account.

### Step 5: Pay Your Tuition and Proceed Through the Program

Teleo University enrolls students in prescribed programs of 9 or 10 four-month consecutive academic terms (36 or 40 months). There is no need to register for each term because of automatic enrollment for each term's prescribed courses. If you pay your tuition and earn passing grades, you will proceed automatically from one term to the next throughout the program.

## TUITION AND FEES

1. **Tuition for a student in the United States:** (Students outside the USA pay tuition unique to their country.)
  - Certification Credits (T-Net School of Ministry) \$25 per term credit
  - Undergraduate Credits (diploma and bachelor's degree)–\$70 per term credit
  - Graduate Credits (master's degree)–\$80 per term credit
2. **Degree Fees:** Certificate and diploma students pay the required tuition but are exempt from degree fees. Bachelor's, master's and doctoral degree students (USA and International) must pay the following:

<b>Teleo University Fees</b>	<b>USD</b>	
Registration (Application Fee)	\$50.00	Paid at the beginning of year 1
Administration Fee	\$50.00	Paid at Term 4 / Course 4
Graduation Fee	\$50.00	Paid at Term 7 / Course 7 (or during year 3)
<b>Total Fees Due</b>	<b>\$150.00</b>	<b>(all fees are non-refundable)</b>

Past due degree fees may result in late fees or removal from the degree program.

## SCHOLARSHIPS

Special need-based scholarships are available for students in the United States. The amount of the award is based on the student's financial need. In keeping with the institution's mission, special consideration is provided for recent immigrants to North America. Students in countries outside of the USA pay tuition based on each country.

**BACHELOR OF PASTORAL MINISTRY**  
**COURSE REQUIREMENTS**  
**BY TERM (USA/NORTH AMERICA)**

# T-NET SCHOOL OF THEOLOGY

Through T-Net International School of Theology, Teleo University offers a bachelor's degree program for pastors and church leaders who live in the United States.

## Program Description

The Bachelor of Pastoral Ministry (BPM) is for pastors currently serving in a church who desire to increase their effectiveness in leading the local congregation and impacting their nation or people group with the Gospel of Jesus Christ. Students will learn and direct revitalization within their congregation, including forming sequential disciple making small groups, training disciple making small group leaders, training Bible teachers, and apprenticing lay leaders to plant house churches. Students will learn Bible study methods, sermon preparation and delivery, Old and New Testament Bible survey, personal evangelism, a survey of world religions, an overview of church history, and a Bible doctrine survey. Finally, students will complete teaching and ministry practicums as part of a team to train other church leaders in these foundational principles.

## Program Outcomes

Students who complete the requirements for this program will have met the following objectives:

1. Develop skills in Bible study methods, preaching, and teaching
2. Learn to revitalize the church to become an intentional disciple making church
3. Gain knowledge and expertise in directing sequential disciple making small groups
4. Experience personal transformation and spiritual formation as a disciple who seeks to make disciples
5. Learn how to implement an intentional disciple making philosophy of ministry for the local church
6. Develop the skills and knowledge required to be an effective pastoral leader
7. Multiply ministry by training and developing lay leaders, church planters, and other pastors

## Required Courses: Bachelor of Pastoral Ministry (BPM)

This program requires the successful completion of the following courses.

Course #	Title	Credits
General Studies: United States residents must transfer 30 semester credits in the following four areas:		
100-200	Communication (COM) 4 credits minimum; typically, 9 credits	9
100-200	Humanities/Fine Arts (HUM) 4 credits minimum; typically, 9 credits	9
100-200	Natural Science/Mathematics (SCI/MTH) 4 credits minimum; typically, 6	6
100-200	Social/Behavioral Sciences (SOC) 4 credits minimum; normally 6 credits	6
Program Courses completed at Teleo University:		
BT321	(C-1) Finishing the Great Commission	7
ML331	(C-2) Planting and Multiplying Churches	5
PM341	(C-3) Evangelism and World Religions	7
BT323	(C-4) Bible Study Methods	8
SF451	(C-5) Balancing Life and Ministry	8
BT442	(C-6) Biblical Disciple Making	7
ML432	(C-7) Whole-Church Disciple Making	7
PM443	(C-8) Growing a Healthy Church	8
BT423	(C-9) Survey of the Old and New Testaments	7
BT424	(C-10) Survey of Bible Doctrine	5
TP471	Teaching Practicum: Finishing the Great Commission	2
TP472	Teaching Practicum: Planting and Multiplying Churches	2
TP473	Teaching Practicum: Evangelism and World Religions	2
TP474	Teaching Practicum: Bible Study Methods	2
TP475	Teaching Practicum: Balancing Life and Ministry	2
TP476	Teaching Practicum: Biblical Disciple Making	2
MP461	Coaching and Supervising a 1st Generation Training Center	3
MP462	Coaching and Supervising 2nd Generation Training Centers	1
FP351	Field Project Formation: Local Church Revitalization	1
FP452	Field Project Implementation in the Local Church	3
FP453	Field Project Report	1
<b>Total Course Program Credits</b>		<b>120</b>

## Transfer of General Education Credits

Teleo University does not offer the United States Department of Education required general education undergraduate instruction but welcomes the transfer of these general education credits from partner schools and other institutions. For more information, refer to the Transfer of Credits Policy and General Studies Policy. An alternative Bachelor of Pastoral Ministry program without general education requirements is available to non-United States residents.

## Admission Requirements

1. A high school diploma representing the successful completion of 12 years of schooling.
2. An applicant must be active in \*ministry and authorized to implement assignments within a local church.

\*Active in Ministry typically is reflected by the following roles: Senior Pastor, Associate/Assistant Pastor, Church Planter, Elder/Church Leader, Pastor's Spouse, Bishop or Denominational Leader.

## Graduation Requirements

The student passes an assessment of his or her achievement of the graduate profile for this award, including:

1. Successful completion of 120 semester credits that include 30 credits of general education as specified in the General Studies Policy.
2. Complete field education/practical ministry requirements.
  - Implementation of the Disciple Making Field Project in the Local Church
  - Completion of six Teaching Practicum
  - Completion of the two Ministry Practicum
3. Model of the Student Life Character and Conduct and mastery of the Institutional Learning Outcomes.

## Program Structure and Delivery

Students participate in this program year-round by completing three 16-week terms each year for 10 terms. Students are independent learners but participate in regularly scheduled study groups called T-Net Training Centers led by experienced facilitators.

Bachelor of Pastoral (BPM) Ministry Schedule (10 Terms = 40 months)											
	Year 1			Year 2			Year 3				
<b>10 Course Student:</b>	(C-1) BT321 Finishing the Great Commission	(C-2) ML331 Planting and Multiplying Churches	(C-3) PM341 Evangelism and World Religions	(C-4) BT323 Bible Study Methods	(C-5) SF451 Balancing Life and Ministry	(C-6) BT442 Biblical Disciple Making	(C-7) ML432 Whole-Church Disciple Making	(C-8) PM443 Growing a Healthy Church	(C-9) BT423 Survey of Old and New Testaments	(C-10) BT424 Survey of Bible Doctrine	
<b>Trainer:</b> Teaching Practicum 1G Center					(C-1) TP471 Teaching Practicum: Finishing the Great Commission	(C-2) TP472 Planting and Multiplying Churches	(C-3) TP473 Evangelism and World Religions	(C-4) TP474 Bible Study Methods	(C-5) TP475 Balancing Life and Ministry	(C-6) TP476 Biblical Disciple Making	
Ministry Practicum					MP461 Coaching and Supervising a 1 <sup>st</sup> Generation Training Center (C-1 to C-6)						
<b>Coach:</b> 2G Center										MP462 Coaching and Supervising a 2 <sup>nd</sup> Generation Training Centers (C-1 and C-2)	
<b>Field Project</b>	FP351 Project Formation: Local Church Revitalization		FP452 Field Project Implementation in the Local Church					FP453 Field Project Report			
Additional General Studies Requirements for bachelor's degree for United States Residents											
<b>General Studies</b> ( <a href="#">bachelor degree</a> only)	Option 1: Transfer credits earned before starting the BPM program.		Option 2: Take the required 30 semester credits of general studies while completing the BPM program.  General Studies (GS) Transfer 30 semester credits in the following four areas: <ul style="list-style-type: none"> <li>• Communication (COM)</li> <li>• Humanities/Fine Arts (HUM)</li> <li>• Natural Science/Mathematics (SCI / MTH)</li> <li>• Social/Behavioral Sciences (SOC)</li> </ul>						Option 3: Complete the 30 hours of general studies credit and transfer them to Teleo University within three years after completing the program to upgrade from a diploma to a bachelor's degree.		

# BACHELOR OF PASTORAL MINISTRY – TERM 1



## BT321 FINISHING THE GREAT COMMISSION T-Net School of Theology TERM 1 COURSE SYLLABUS

### COURSE DESCRIPTION: BT321 Finishing the Great Commission

This course provides a biblical study of the Great Commission and how Jesus made disciples in training phases. Students will learn how to develop revival and reformation in their churches by training disciple making leaders in a model discipleship small group. Students will also learn to lead their churches to increase commitment and financial stewardship.

**Credits:** 7 credit hours (45 hours of designated learning activity or academic engagement per credit hour)

### COURSE LEARNING OUTCOMES:

As a result of this course, the student will be able to:

- Teach the importance of finishing the Great Commission
- Begin to transform their church by starting to train disciple making leaders in a model small group
- Raise money to support the costs finishing the Great Commission, increasing weekly giving by 20% - 200%
- Begin to recruit others to join the student in the effort
- Know how to teach this course to others

### PROGRAM OUTCOMES:

This course supports the following program outcomes.

- Learn to revitalize the church to become an intentional disciple making church
- Gain knowledge and expertise in directing sequential disciple making small groups
- Implement an intentional disciple making philosophy of ministry for the local church
- Multiply ministry by training and developing lay leaders, church planters, and other pastors

### COURSE RESOURCES:

#### Required Textbook(s)

*Finishing the Great Commission*. Version 7. T-Net International, 2020.

*Tier 1 Auxiliary Training Manual*. Version 7.1 T-Net International, 2020.

#### Recommended Reading (visit [www.teleouniversity.org/readinglab](http://www.teleouniversity.org/readinglab) for additional program bibliography)

Hull, Bill, *Jesus Christ, Disciple Maker*. Grand Rapids, MI: Baker 2004.

Hull, Bill. *The Complete Book of Discipleship* Colorado Springs, CO, NavPress 2006.

Coleman, Robert E. *The Master Plan of Evangelism*. 1963. Old Tappan, NJ: Revell, 1987.

Coleman, Robert E., et al. *Disciplemaking: Training Leaders to Make Disciples*. Wheaton, IL: Billy Graham Center, 1994.

Eims, Leroy. *The Lost Art of Disciple Making*. Grand Rapids: Zondervan, 1978.

Wilkins, Michael J. *Following the Master: A Biblical Theology of Discipleship*. Grand Rapids: Zondervan, 1992.

### Libraries

1. **Teleo University provides an online library accessible through the My Teleo webpage:**  
<https://www.teleouniversity.org/my-teleo>  
Students are encouraged to access recommended reading and research books and journal articles related to the course content using the universities online library.
2. Local libraries are additional sources for information and research. Ask your group facilitator for local language library resources. Possibilities include:
  - Local colleges, seminaries, and universities
  - Public libraries
  - Church libraries, pastors' libraries, and other professionals' libraries

### COURSE REQUIREMENTS / ASSIGNMENTS / GRADE POINTS:

1. **1.1 Participation and Monthly Coaching (15 grading points)**  
Student fully participated in the T-Net Training Center study group and has written record of coaching call dates and notes in the Auxiliary Manual **Monthly Coaching "Action Step Checklist"** for this term.

#### Reading/Lecture Notes/ Group Discussions

Students are provided with all lecture notes and required to read and master all the material presented in the course manual (textbook). By completing the assigned reading, the students make significant contributions to the study group discussions and become better prepared to teach the material to their church leaders. They also begin to master the program content to prepare to become study group facilitators, mentors, and coaches for future students.

2. **1.2 Model Follow Me DBS group (15 grading points)**  
Pastors - Start to disciple and train a majority of your primary church leaders (Church staff, elected leaders, adult influencers, adult group leaders and disciple makers) in a Model Follow Me group to equip them to be Disciple Making (DM) group leaders. Alternative for associate Pastors or non-pastors – You must be in this group with a pastor and must co-lead it. **Provision for women whose denomination or culture restricts them from leading men:** These women will recruit and train (in a women's Follow Me group) the wives of the primary male leaders as well as any other primary leaders who are female. They will add the potential number of these together to determine the number of primary leaders they might train for grading purposes.
3. **1.3 Stewardship Preaching (25 grading points)**  
Implement the Stewardship material you were taught. Implement all nine steps. Preach a four-week series on this as taught. Use signed commitment cards and the "Money-back guarantee" as taught to earn the highest score. Increase your weekly giving by at least 20%. Alternative for associate pastors and non-pastors – You must plan this with a pastor and must preach at least one of the sermons yourself). **Provision for women whose denomination or culture restricts them from leading men:** These women will implement this in their women's Follow Me group, not by preaching to a congregation. Before they begin this, they must give each Follow Me group member a blank small piece of paper and ask each Follow Me group member to anonymously state their level of average weekly giving. Four weeks after teaching the stewardship series to their Follow Me group, the leader must do the same thing. Then she can compare giving before the series to giving after the series. (Example: there are 4 women in the Follow Me group. Before the series, the anonymous individual giving reported was 30 dollars for one, 20 for the second, 25 for the third and 15 for the fourth, for a total of 90 dollars. After teaching the four-week series, the anonymous individual giving was reported as 40 dollars for one, 35 for a second, 20 for a third and 25 for a third, for a total of 120 dollars. Subtract the starting giving level of 90 from the new giving level of 120 to find the increase of 30 dollars per week. Next, divide increase of 30 dollars by the original giving level of 90 dollars which equals .33 then multiply that by 100 to convert it to a percentage of 33%. Women must do steps 1 and 2 as written. Steps 3, 4,5,6,7 & 8 are done in their Follow Me group as described above. Step 9 is not required.
4. **1.4 Training Center Prospects (10 grading points)**  
Use the pastor student prospect list called "**Prospect List for Future Training Center Pastors**" in your Auxiliary Manual and compile a list of at least 30 pastors or 50% of evangelical pastors in a 10 Km. radius from your church, along with their contact information. These are persons that you will plan to contact after Course 2 and seek to persuade to become students in the next-generation training center where you will be part of the training team. Associate pastors and non-pastors have the same assignment. Women married to pastors are assigned to help their husbands make the list and to include the wives of the pastors on the lists. **Provision for women whose denomination or culture restricts them from leading men:** These female students are responsible to make this prospect list of persons who are in the same kind of ministries they are in. They must have half the number of contacts to get the same grade as pastors.
5. **1.5 Grammar Refresher (10 grading points)**  
Study refresher course on Grammar until you have mastered it. Get help from a friend or another student if needed
6. **1.6 Course Exam (10 grading points)**  
Master the material in Course 1. Study for the exam and receive an appropriate score on your exam.
7. **1.8 Reading and Research Reports (15 grading points)**  
Read 2 books (or the equivalent number of articles) related to this term's subject(s). To develop and reinforce the habit of life-long learning through personal reading and research, students are required to identify relevant reading for which they write research notes and appropriate bibliography information to use in speaking or writing when quoting or paraphrasing the ideas of others. Students may choose books and articles from, but not limited to, the course recommended reading list posted at [www.teleouniversity.org/readinglab](http://www.teleouniversity.org/readinglab). Complete one Reading and Research Report for each book or article (10 journal or web articles equal one book). Document the author, publisher, and bibliography information to create a proper source citation. Photocopy the Reading and Research forms in the Appendix or download PDF or Microsoft Word Reading and Research forms from [www.teleouniversity.org/readinglab](http://www.teleouniversity.org/readinglab).

#### **COURSE SCHEDULE:**

Complete the following units of study using the approved study group schedule set by your T-Net Training Center facilitator. All units and assignments are intended to be completed within the four month term.

- Unit 1 – Auxiliary Manual: Policies, Assignments, [tnetcenter.com](http://tnetcenter.com)
- Unit 2 – Course Summary and Overview
- Unit 3 – What Does Finishing the Great Commission Look Like?
- Unit 4 – Overview of the Tier 1 Training Process
- Unit 5 – Principles of Financial Stewardship in the Local Church
- Unit 6 – Nine Steps to Increase Giving
- Unit 7 – Four Sermons on Giving
- Unit 8 – Benefits of Teaching Stewardship to Your Church
- Unit 9 – Counting the Cost of Discipleship
- Model Sermon 1
- Unit 10 – An In-Depth look at the Gt. Commission

Unit 11 – Christ’s Training Phases  
Unit 12 – Personal Spiritual Journey Evaluation  
Unit 13 – Training Your Initial Disciple Maker  
Unit 14 – Model Follow Me Discovery Bible Study (DBS) Group  
Unit 15 – Students Prepare to Lead Follow Me DBS  
Unit 16 – Students Lead a Follow Me DBS Group  
Unit 17 – Evaluation and Coaching Follow Me DBS  
Unit 18 – Planning Your Model Follow Me Group  
Model Sermon 2  
Unit 19 – Teaching and Learning Cross-Culturally  
Unit 20 – Building a Spiritual Growth Pathway  
Unit 21 – Revival that Reforms  
Model Sermon 3  
Unit 22 – Building Commitment  
Unit 23 – Biblical Study of Priorities  
Model Sermon 4  
Unit 24 – Promoting Your Own Training Center

## **COURSE PROCEDURES AND POLICIES:**

### **1. Participation Policy**

Teleo University students must participate in local study groups called T-Net Training Centers to complete assignments and enjoy vibrant student life interaction. By gathering in study groups, students benefit from collaboration with fellow students and facilitators who have studied and applied this curriculum in their ministries. Finally, every student must assume the disciple making mindset of training other pastors and church leaders (2 Timothy 2:2). Students form training teams to facilitate new T-Net Training Center study groups to fulfill the teaching practicum requirements.

### **2. Academic Honesty:**

In the spirit of truth and honesty as espoused by our Lord Jesus Christ, Teleo University seeks to maintain an atmosphere where high ethical standards prevail. Teleo University condemns academic dishonesty. Behavior such as cheating, plagiarizing, or data fabrication will result in disciplinary action and possible dismissal from the program (plagiarism is presenting another's words or ideas as one's own without properly crediting the source).

### **3. Style Guide for Academic Writing:**

Teleo University has created a Style Guide for Academic Writing adapted from the [MLA](#) (Modern Language Association) style guide. Use the university style guide when writing papers for all courses.

### **4. Spelling and Grammar Checker Setup:**

Teleo University urges students to use Microsoft Office products and engage the grammar and spelling Editor functions. Students are also encouraged to download and use the FREE version of Grammarly. Consider suggestions from these tools but remember that the grammar checkers will not necessarily find or provide the correct help for every error.

### **5. Copyright Protected Materials:**

Teleo University, as a nonprofit educational institution, is entitled by law to use materials protected by the US Copyright Act for classroom education. Any use of those materials outside the class may violate the law.

### **6. Teleo University Copyright Statement**

All course materials contained herein are the sole property of Teleo University and are not to be provided to any persons or organizations except upon the expressed, written consent of the university. Students enrolled in a given course automatically have access to all materials in that course but are not permitted to sell or distribute the materials beyond their local church or house church network.

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**COURSE DESCRIPTION: FP351.1 Field Project Formation: Local Church Revitalization**

The Field Project for the Pastoral Ministry program documents how the pastor or staff have implemented the intentional disciple making principles and actionable steps in the local church. Field Project Formation: Local Church Revitalization is the focus during the first two terms of the program. First, the student will create an initial report and evaluation of the disciple making health of the local church and the specific demographic and cultural context of the church. The student will document formative steps taken to revitalize the local church as a disciple making church: Identifying the primary church leaders in the local church; recruiting the primary church leaders to participate in the Model Follow Me DBS group; preparing curriculum for the Model Follow Me DBS group; and initial 3-6 Follow Me DBS group meetings with the primary church leaders. (*FP351 spans two terms for a total of 1 credit hour.*)

**Credits:** .5 credit hours (40 hours of designated learning activity or academic engagement per credit hour)

**COURSE LEARNING OUTCOMES:**

The Field Project in local church revitalization supports the following program outcomes.

- Learn to revitalize the church to become an intentional disciple making church
- Gain knowledge and expertise in directing sequential disciple making small groups
- Experience personal transformation and spiritual formation as a disciple who seeks to make disciples
- Implement an intentional disciple making philosophy of ministry for the local church
- Develop the skills and knowledge required to be an effective pastoral leader
- Multiply ministry by training and developing lay leaders, church planters, and other pastors

**COURSE RESOURCES:****Required Textbook(s)**

*Follow Me Phase Discovery Bible Study (Lesson Guide)* Version 7. T-Net International, 2019.

*Finishing the Great Commission.* Version 7. T-Net International, 2020.

*Tier 1 Auxiliary Training Manual.* Version 7.1 T-Net International, 2020.

**COURSE REQUIREMENTS / ASSIGNMENTS / GRADING:**

(*FP351 spans two terms for a total of 1 credit hour and is Pass/Fail grading.*)

**1. Initial Student Interview Data Worksheet**

Complete a data worksheet providing personal and church information, church attendance figures, and a description of the demographic and cultural context of the church.

**2. 1.7 Ministry Data Sheets (Field Project Formation)**

The Ministry Data Sheets document how the pastor or staff have implemented the Tier 1 intentional disciple making principles and actionable steps in the local church. The report will seek to identify both successes and failures in revitalizing the local congregation as an intentional disciple making congregation. Extensive data collected is required throughout the three years of implementation. Submit the Initial Student Data Worksheet during the student interview during Course 1 then complete the Ministry **Data Sheet**. Do not leave any blank empty. You are urged but not required to conduct a Spiritual Journey Evaluation during worship for adult members of the congregation. Women taking this course with their spouse must fill out their own Data Sheet even though most data will be the same..

**COURSE SCHEDULE:**

Complete Field Project documentation of the following units within the four month term supported by monthly coaching provided by a T-Net Training Center study group facilitator.

Unit 1 – Identifying the primary church leaders in the local church

Unit 2 – Recruiting the primary church leaders to participate in the Model Follow Me DBS group

Unit 3 – Preparing curriculum for the Model Follow Me DBS group

Unit 4 – Leading or co-leading 3-6 Follow Me DBS group meetings with the primary church leaders

Unit 5 – Conducting the Personal Spiritual Journey Evaluation with the whole congregation

Unit 6 – Compiling ministry data: attendance, giving, evangelism, cultural context of the church, leadership, and disciple making groups

## BACHELOR OF PASTORAL MINISTRY - TERM 2



### ML331 PLANTING AND MULTIPLYING CHURCHES T-Net School of Theology TERM 2 COURSE SYLLABUS

#### **COURSE DESCRIPTION: ML331 Planting and Multiplying Churches**

In this course, students learn how to apprentice lay leaders to become effective small group disciple making leaders and plant house churches. Students will also learn how to find persons of peace and plant Discovery Bible Study Groups in cultural pockets of people different from their church. Further, students learn to manage a network of Discovery Bible Study "house churches" and transform multiple DBS groups into mid-sized churches.

**Credits:** 5 credit hours (45 hours of designated learning activity or academic engagement per credit hour)

#### **COURSE LEARNING OUTCOMES:**

As a result of this course, the student will be able to:

- Train and deploy small group disciple making leaders and church planters
- Identify a person of peace who will help start a new Discovery Bible Study
- Manage a network of house churches
- Recruit even more pastors to help finish the Great Commission

#### **PROGRAM OUTCOMES:**

This course supports the following program outcomes.

- Learn to revitalize the church to become an intentional disciple making church
- Gain knowledge and expertise in directing sequential disciple making small groups
- Implement an intentional disciple making philosophy of ministry for the local church
- Develop the skills and knowledge required to be an effective pastoral leader
- Multiply ministry by training and developing lay leaders, church planters, and other pastors

#### **COURSE RESOURCES:**

##### **Required Textbook(s)**

*Apprenticing Disciple Makers and Church Planters*. Version 7.1 T-Net International, 2020.  
*Tier 1 Auxiliary Training Manual*. Version 7.1 T-Net International, 2020.

**Recommended Reading** (visit [www.teleouniversity.org/readinglab](http://www.teleouniversity.org/readinglab) for additional program bibliography)  
Watson, David. *Contagious Disciple Making: Leading Others on a Journey of Discovery*  
Trousdale, Jerry. *Contagious Disciple Making: Leading Others on a Journey of Discovery*  
Trousdale, Jerry and Glenn Sunshine. *The Kingdom Unleashed: How Jesus' 1st-Century Kingdom Values Are Transforming Thousands of Cultures and Awakening His Church*  
Garrison, David. *Church Planting Movements: How God is Redeeming a Lost World*.

#### **Libraries**

1. **Teleo University provides an online library accessible through the My Teleo webpage:**  
<https://www.teleouniversity.org/my-teleo>  
Students are encouraged to access recommended reading and research books and journal articles related to the course content using the universities online library.
2. Local libraries are additional sources for information and research. Ask your group facilitator for local language library resources. Possibilities include:
  - Local colleges, seminaries, and universities
  - Public libraries
  - Church libraries, pastors' libraries, and other professionals' libraries

#### **COURSE REQUIREMENTS / ASSIGNMENTS / GRADE POINTS:**

1. **2.1 Participation and Monthly Coaching (15 grading points)**  
Student fully participated in the T-Net Training Center study group and has written record of coaching call dates and notes in the Auxiliary Manual **Monthly Coaching "Action Step Checklist"** for this term.

##### **Reading/Lecture Notes/ Group Discussions**

Students are provided with all lecture notes and required to read and master all the material presented in the course manual (textbook). By completing the assigned reading, the students make significant contributions to the study group discussions and become better prepared to teach the material to their church leaders. They also begin to master the program content to prepare to become study group facilitators, mentors, and coaches for future students.

2. **2.2 Disciple Making Leader Training (Model Follow Me Group) (25 grading points)**
  - Pastors - Start to disciple and train a majority of your primary church leaders (Church staff, elected leaders, adult influencers, adult group leaders and disciple makers) in a Model Follow Me group to equip them to be Disciple Making Group leaders

- Alternative for associate Pastors or non-pastors – You must be in this group with a pastor and must co-lead it

**Provision for women whose denomination or culture restricts them from leading men:** These women will recruit and train (in a women's Follow Me group) the wives of the primary male leaders as well as any other primary leaders who are female. Use the total of these two types of leaders as the number of primary women leaders they might train..

3. **2.3 Training Center Prospects (10 grading points)**

Make a personal appointment with as many of your training center prospects as allow you to come (1 to 2 appointments each week). Take a fellow student with you and use the T-Net Project Zero presentation at the front of the Auxiliary Manual to present T-Net to them. Show them (on a computer or smart phone) the T-Net website ([www.Tnetwork.com](http://www.Tnetwork.com)). Discuss the benefits they could receive. Tell them about your own experience with increased giving and discipling your leaders. Tell them the date the next-generation will start. Invite them to become students and give them a T-Net Training Center Application form. Ask them for additional names of pastors to whom you could present this opportunity. Try to present to at 60 percent of your prospects. At Course 3, your trainer will organize all of you into training teams of pairs or triads to co-teach a training center together starting after Course 5. Wives of pastors are assigned to help their husbands make the list and to include the wives of the pastors on the lists.

4. **2.4 Grammar Refresher (10 grading points)**

Review the refresher course on Grammar until you have mastered it. Get help from a friend or another student if needed.

5. **2.5 Recruit Outreach Come and See DBS Leaders (15 grading points)**

Recruit 2-4 lay leaders from your church who agree to help launch new Outreach Come and See Discovery Bible Studies. If they are not already attending it, these lay leaders will need to join your Model Follow Me group (or you will start a second Model Follow Me group) and join the other leaders in using the **Making and Multiplying Disciples** apprentice manual (from Course 2). Have apprentices keep a record of lessons covered in the front of their manuals.

- Alternative for non-pastors – You must be in this apprentice training with a pastor and must co-teach it. Your score will be the same as your pastor's.
- **Provision for women whose denomination or culture restricts them from leading men:** These will complete this assignment within their Model Follow Me group.

6. **2.6 Course Exam (10 grading points)**

Master the material in Course 1. Study for the exam and receive an appropriate score on your exam.

7. **2.8 Reading and Research Reports (15 grading points)**

Read 2 books (or the equivalent number of articles) related to this term's subject(s). To develop and reinforce the habit of life-long learning through personal reading and research, students are required to identify relevant reading for which they write research notes and appropriate bibliography information to use in speaking or writing when quoting or paraphrasing the ideas of others. Students may choose books and articles from, but not limited to, the course recommended reading list posted at [www.teleouniversity.org/readinglab](http://www.teleouniversity.org/readinglab). Complete one Reading and Research Report for each book or article (10 journal or web articles equal one book). Document the author, publisher, and bibliography information to create a proper source citation. Photocopy the Reading and Research forms in the Appendix or download PDF or Microsoft Word Reading and Research forms from [www.teleouniversity.org/readinglab](http://www.teleouniversity.org/readinglab).

**COURSE SCHEDULE:**

Complete the following units of study using the approved study group schedule set by your T-Net Training Center facilitator. All units and assignments are intended to be completed within the four month term.

**Part 1: Saturation Church Planting and Disciple Making Movements**

- Unit 1 – Disciple Making Movements and T-Net
- Unit 2 – SCP/CPM/DMM, Long Tail, Six Steps
- Unit 3 – Step One – Must Be a Disciple
- Unit 4 – Orality
- Unit 5 – Step Two – Prayer
- Unit 6 – LAB: Discovery Bible Study (DBS) – Luke 10
- Unit 7 – Step Three – Engagement
- Unit 8 – Step Four – Person of Peace
- Unit 9 – Step Five – Come and See Discovery Bible Study Groups
- Unit 10 – Step Six – Coaching DBS Groups to Mid-Sized Groups
- Unit 11 – Transitioning DBS to Become a Church
- Unit 12 – LAB – Organizing Your Plan
- Unit 13 – Model Follow Me Discovery Bible Study
- Unit 14 – Practice Follow Me DBS
- Unit 15 – LAB: Discovery Bible Study – Deuteronomy 6

**Part 2: Intentional Disciple Making Principles**

- Unit 1 – Introduction – Apprenticing Church Leaders
- Unit 2 – Developing Leaders by Apprenticeship

- Unit 3 – Finishing the Great Commission
- Unit 4 – Jesus, on Discipleship
- Unit 5 – Building Relationships that Make Disciples
- Unit 6 – Building Ministries that Make Disciples
- Unit 7 – Five Church Infrastructure Options
- Unit 8 – Disciple Making in Different Structures
- Unit 9 – How Churches Grow
- Unit 10 – Leading Your Church Through Change

**Part 3: Come and See Discovery Bible Study Groups**

- Unit 1 – Practice Come and See DBS
- Unit 2 – Identify Tools for Orality DBS
- Unit 3 – Come and See DBS Orality Version

**COURSE PROCEDURES AND POLICIES:**

**1. Participation Policy**

Teleo University students must participate in local study groups called T-Net Training Centers to complete assignments and enjoy vibrant student life interaction. By gathering in study groups, students benefit from collaboration with fellow students and facilitators who have studied and applied this curriculum in their ministries. Finally, every student must assume the disciple making mindset of training other pastors and church leaders (2 Timothy 2:2). Students form training teams to facilitate new T-Net Training Center study groups to fulfill the teaching practicum requirements.

**2. Academic Honesty:**

In the spirit of truth and honesty as espoused by our Lord Jesus Christ, Teleo University seeks to maintain an atmosphere where high ethical standards prevail. Teleo University condemns academic dishonesty. Behavior such as cheating, plagiarizing, or data fabrication will result in disciplinary action and possible dismissal from the program (plagiarism is presenting another's words or ideas as one's own without properly crediting the source).

**3. Style Guide for Academic Writing:**

Teleo University has created a Style Guide for Academic Writing adapted from the [MLA](#) (Modern Language Association) style guide. Use the university style guide when writing papers for all courses.

**4. Spelling and Grammar Checker Setup:**

Teleo University urges students to use Microsoft Office products and engage the grammar and spelling Editor functions. Students are also encouraged to download and use the FREE version of Grammarly. Consider suggestions from these tools but remember that the grammar checkers will not necessarily find or provide the correct help for every error.

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**6. Teleo University Copyright Statement**

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**COURSE DESCRIPTION: FP351.2 Field Project Formation: Local Church Revitalization**

The Field Project for the Pastoral Ministry program documents how the pastor or staff have implemented the intentional disciple making principles and actionable steps in the local church. Field Project Formation: Local Church Revitalization is the focus during the first two terms of the program. First, the student will create an initial report and evaluation of the disciple making health of the local church and the specific demographic and cultural context of the church. The student will document formative steps taken to revitalize the local church as a disciple making church: Identifying the primary church leaders in the local church; recruiting the primary church leaders to participate in the Model Follow Me DBS group; preparing curriculum for the Model Follow Me DBS group; and initial 3-6 Follow Me DBS group meetings with the primary church leaders. (*FP351 spans two terms for a total of 1 credit hour.*)

**Credits:** .5 credit hours (40 hours of designated learning activity or academic engagement per credit hour)

**COURSE LEARNING OUTCOMES:**

The Field Project in local church revitalization supports the following program outcomes.

- Learn to revitalize the church to become an intentional disciple making church
- Gain knowledge and expertise in directing sequential disciple making small groups
- Experience personal transformation and spiritual formation as a disciple who seeks to make disciples
- Implement an intentional disciple making philosophy of ministry for the local church
- Develop the skills and knowledge required to be an effective pastoral leader
- Multiply ministry by training and developing lay leaders, church planters, and other pastors

**COURSE RESOURCES:****Required Textbook(s)**

*Follow Me Phase Discovery Bible Study (Lesson Guide)* Version 7. T-Net International, 2019.

*Discovery Bible Study-Phased Disciple Path Scriptures.* Version 7. T-Net International, 2020.

*Tier 1 Auxiliary Training Manual.* Version 7.1 T-Net International, 2020.

**Recommended Resource** (visit [www.teleouniversity.org/readinglab](http://www.teleouniversity.org/readinglab) for additional program bibliography)

*Apprenticing Disciple Makers and Church Planters.* Version 7.1 T-Net International, 2020.

**COURSE REQUIREMENTS / ASSIGNMENTS / GRADING:**

(*FP351 spans two terms for a total of 1 credit hour and is Pass/Fail grading.*)

**2.7 Ministry Data Sheets (Field Project Formation)**

Implement disciple making in your local church and record the results of this implementation in the Ministry Data Sheets course by course. Complete the full Ministry Data Sheets. Do not leave any blank empty. Women taking this course with their spouse must fill out their own Data Sheet even though most data will be the same.

**COURSE SCHEDULE:**

Complete Filed Project documentation of the following units within the four month term supported by monthly coaching provided by a T-Net Training Center study group facilitator.

Unit 1 – Identifying the primary church leaders in the local church

Unit 2 – Recruiting the primary church leaders to participate in the Model Follow Me DBS group

Unit 3 – Preparing curriculum for the Model Follow Me DBS group

Unit 4 – Leading or co-leading 3-6 Follow Me DBS group meetings with the primary church leaders

Unit 5 – Compiling ministry data: attendance, giving, evangelism, cultural context of the church, leadership, and disciple making groups

## BACHELOR OF PASTORAL MINISTRY – TERM 3



### PM341 EVANGELISM AND WORLD RELIGIONS T-Net School of Theology TERM 3 COURSE SYLLABUS

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#### COURSE DESCRIPTION: PM341 Evangelism and World Religions

In this course, students study the doctrine of salvation and explore many common “false gospels.” They complete a comparative survey of the dominant religions of the world. Finally, they are introduced to effective evangelism tools and learn to share the gospel with others.

**Credits:** 7 credit hours (45 hours of designated learning activity or academic engagement per credit hour)

#### COURSE LEARNING OUTCOMES:

As a result of this course, the student will be able to:

- Train their entire church to share their faith story and the gospel of Christ
- Win new believers to Christ and their church in the next four months
- Disciple these new believers effectively
- Correct and equip untrained Christian leaders who are teaching a “false gospel”
- Prepare to begin training pastors themselves as part of a training center team

#### PROGRAM OUTCOMES:

This course supports the following program outcomes.

- Gain knowledge and expertise in directing sequential disciple making small groups
- Experience personal transformation and spiritual formation as a disciple who seeks to make disciples
- Develop the skills and knowledge required to be an effective pastoral leader
- Multiply ministry by training and developing lay leaders, church planters, and other pastors

#### COURSE RESOURCES:

##### Required Textbook(s)

*Evangelism and World Religions*. Version 7. T-Net International, 2020.  
*Tier 1 Auxiliary Training Manual*. Version 7.1 T-Net International, 2020.

**Recommended Reading** (visit [www.teleouniversity.org/readinglab](http://www.teleouniversity.org/readinglab) for additional program bibliography)  
Green, Michael. *Evangelism Through the Local Church*  
Hamilton, Adam. *Christianity and World Religion: Questions We Ask About Other Faiths*  
Hexham, Irving. *Encountering World religions: A Christian Introduction*  
Packer, J.I. *Evangelism and the Sovereignty of God*.

#### Libraries

1. **Teleo University provides an online library accessible through the My Teleo webpage:**  
<https://www.teleouniversity.org/my-teleo>  
Students are encouraged to access recommended reading and research books and journal articles related to the course content using the universities online library.
2. Local libraries are additional sources for information and research. Ask your group facilitator for local language library resources. Possibilities include:
  - Local colleges, seminaries, and universities
  - Public libraries
  - Church libraries, pastors' libraries, and other professionals' libraries

#### COURSE REQUIREMENTS / ASSIGNMENTS / GRADE POINTS:

1. **3.1 Participation and Monthly Coaching (15 grading points)**  
Student fully participated in the T-Net Training Center study group and has written record of coaching call dates and notes in the Auxiliary Manual **Monthly Coaching “Action Step Checklist”** for this term.

##### Reading/Lecture Notes/ Group Discussions

Students are provided with all lecture notes and required to read and master all the material presented in the course manual (textbook). By completing the assigned reading, the students make significant contributions to the study group discussions and become better prepared to teach the material to their church leaders. They also begin to master the program content to prepare to become study group facilitators, mentors, and coaches for future students.

2. **3.2 Disciple Making Leader Training (Model Follow Me Group) (10 grading points)**  
Continue to disciple and train a majority of your primary church leaders (Church staff, elected leaders, adult influencers, adult group leaders and disciple makers) in a Model Follow Me group to equip them to be disciple making group leaders. Include Outreach Come and See Discovery Bible Study group apprentices in this group (can be new to the group or members that choose to become an Outreach Come and See DBS group apprentice). This group must meet every week.

- Alternative for associate Pastors or non-pastors – You must be in this group with a pastor and must co-lead it
  - **Provision for women whose denomination or culture restricts them from leading men:** These women will recruit and train (in a women’s Follow Me group) the wives of the primary male leaders as well as any other primary leaders who are female. Use the total of these two types of leaders as the number of primary women leaders they might train.
3. **3.3 Evangelism Training for Primary Leaders (10 grading points)**  
Teach the complete Evangelism Training Course to the **primary leaders** (church staff, elected leaders, adult influencers, adult group leaders and disciple makers) and Outreach Come and See apprentices who are part of your Model Follow Me group. **(If you use a seminar format to teach this course to your congregation then you can combine training your primary leaders with training the adults in your congregation—assignments 3.3 and 3.4)**
    - (Alternative for non-pastors – You must be in this group and must co-lead it)
    - **Provision for women whose denomination or culture restricts them from leading men:** Women will recruit and train (in a woman’s Follow Me group) the wives of the primary male leaders as well as any other primary leaders who are female..
  4. **3.4 Evangelism Training for Adult Congregation Members (10 grading points)**  
Teach the complete Evangelism Training Course to your adult congregation, either in a seminar or in small groups. Teach your congregation to use the “Matthew Party” as part of this training. (If you desire, assign one or more of your Model Follow Me group apprentices to do this teaching)
    - Alternative for non-pastors – You must be in this training and must co-lead it
    - **Provision for women whose denomination or culture restricts them from leading men:** These women are not required to teach but must assist in facilitating the training course. They will receive a “4” for this assignment if they assist in this training.
  5. **3.5 Launch Model Outreach Come and See DBS (15 grading points)**  
With the Outreach Come and See group leaders you recruited into the Model Follow Me group launch at least one Model Outreach “Come and See group” in accordance with the plan you made to start Come and See groups in Course 3 and meet at least four times before Course 4. Your Model Outreach Come and See group(s) must be made up of at least 30% (and preferably more than 50%) of persons who were not previously attending your church. In a Model Outreach Come and See group you should have several \*apprentice leaders who plan to later launch their own groups. **If you are using a “house church” model, this Outreach Come and See group will be your first church plant! Provision: Women who are restricted from training men will lead an Outreach Come and See group made up of women.** (Alternative for non-pastors – You must lead or co-lead an Outreach Come and See group).
  6. **3.6 Training Center Prospects (10 grading points)**  
Continue to make appointments between courses 3 and 4 to promote your new training center and begin to collect T-Net Training Center Applications and fees. You should continue to work on this until you have at least 8-10 total applications collected from your own prospect list. New prospects given to you by those you already registered will help. (When a pastor knows his friend already signed up, he will be more open to do the same.) You will be graded on the number of T-Net Training Center Applications /fees turned in ( not on the number who promised to do this later.) Your goal is to get 10 or more total T-Net Training Center Applications by Course 5.
  7. **3.7 Grammar Refresher (5 grading points)**  
Review the refresher course on Grammar until you have mastered it. Get help from a friend or another student if needed.
  8. **3.8 Course Exam (10 grading points)**  
Master the material in Course 3. Study for the exam and receive an appropriate score on your exam
  9. **3.10 Reading and Research Reports (15 grading points)**  
Read 2 books (or the equivalent number of articles) related to this term’s subject(s). To develop and reinforce the habit of life-long learning through personal reading and research, students are required to identify relevant reading for which they write research notes and appropriate bibliography information to use in speaking or writing when quoting or paraphrasing the ideas of others. Students may choose books and articles from, but not limited to, the course recommended reading list posted at [www.teleouniversity.org/readinglab](http://www.teleouniversity.org/readinglab). Complete one Reading and Research Report for each book or article (10 journal or web articles equal one book). Document the author, publisher, and bibliography information to create a proper source citation. Photocopy the Reading and Research forms in the Appendix or download PDF or Microsoft Word Reading and Research forms from [www.teleouniversity.org/readinglab](http://www.teleouniversity.org/readinglab).

#### **COURSE SCHEDULE:**

Complete the following units of study using the approved study group schedule set by your T-Net Training Center facilitator. All units and assignments are intended to be completed within the four month term.

- Unit 1 – Re-Orientation  
Model Sermon 1
- Unit 2 – Planning Launch of Next Generation at Course 5
- Unit 3 – Personal Evangelism Course: Introduction
- Unit 4 – Class 1: Witness in the Power of the Spirit

Unit 5 – Class 2: How to Present the Gospel  
 Unit 6 – Class 3: Your Personal Testimony  
 Unit 7 – Class 4: Begin an Evangelistic Conversation  
 Unit 8 – Class 5: Assurance of Salvation  
 Unit 9 – Class 6: Cultivating the Best Environment  
 Unit 10 – Class 7: Prayer Care Share Method  
 Unit 11 – Class 8: Access Ministries  
 Unit 12 – Class 9: Matthew Party  
 Unit 13 – Class 10: Strategies  
 Unit 14 – Class 11: Evangelism, Looking Back  
 Model Sermon 2  
 Unit 15 – Using Come and See Groups for Disciple Making  
 Model Sermon 3  
 Unit 16 – Plan to Launch Come and See Groups  
 Unit 17 – Model Come and See Group Exercise  
 Unit 18 – Preparing to Lead Come and See Groups  
 Unit 19 – Apprentice Mentoring and DBS Preparation Session  
 Unit 20 – Students Lead Come and See Groups  
 Unit 21 – Debrief Come and See Group Exercise  
 Model Sermon 4  
 Unit 22 – Biblical Foundations of Evangelism Part 1  
 Unit 23 – Biblical Foundations of Evangelism Part 2  
 Unit 24 – False Gospels  
 Model Sermon 5  
 Unit 25 – Introduction to Major Religions  
 Unit 26 – Hinduism  
 Unit 27 – Islam and Judaism  
 Unit 28 – Buddhism and Taoism  
 Unit 29 – Roman Catholicism and Animism  
 Unit 30 – Occult and Minor Religions  
 Unit 31 – How to Approach All Cults  
 Unit 32 – Two Major Cults

## **COURSE PROCEDURES AND POLICIES:**

### **1. Participation Policy**

Teleo University students must participate in local study groups called T-Net Training Centers to complete assignments and enjoy vibrant student life interaction. By gathering in study groups, students benefit from collaboration with fellow students and facilitators who have studied and applied this curriculum in their ministries. Finally, every student must assume the disciple making mindset of training other pastors and church leaders (2 Timothy 2:2). Students form training teams to facilitate new T-Net Training Center study groups to fulfill the teaching practicum requirements.

### **2. Academic Honesty:**

In the spirit of truth and honesty as espoused by our Lord Jesus Christ, Teleo University seeks to maintain an atmosphere where high ethical standards prevail. Teleo University condemns academic dishonesty. Behavior such as cheating, plagiarizing, or data fabrication will result in disciplinary action and possible dismissal from the program (plagiarism is presenting another's words or ideas as one's own without properly crediting the source).

### **3. Style Guide for Academic Writing:**

Teleo University has created a Style Guide for Academic Writing adapted from the [MLA](#) (Modern Language Association) style guide. Use the university style guide when writing papers for all courses.

### **4. Spelling and Grammar Checker Setup:**

Teleo University urges students to use Microsoft Office products and engage the grammar and spelling Editor functions. Students are also encouraged to download and use the FREE version of Grammarly. Consider suggestions from these tools but remember that the grammar checkers will not necessarily find or provide the correct help for every error.

### **5. Copyright Protected Materials:**

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### **6. Teleo University Copyright Statement**

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**COURSE DESCRIPTION: FP452.1 Field Project Implementation in the Local Church**

The Field Project for the Pastoral Ministry program documents how the pastor or staff have implemented the intentional disciple making principles and actionable steps in the local church. Documenting field project implementation is the focus during terms 3-8 of the program. The student will gather data to document and monitor results of implantation steps taken to revitalize the local church as a disciple making church: worship attendance, average weekly giving, disciple making leadership training, disciple making group multiplication, training church members in evangelism, Outreach Come and See (house church) apprentices and house church plants, and Great Commission expansion. *(FP452 spans six terms for a total of 3 credit hours.)*

**Credits:** .5 credit hours (40 hours of designated learning activity or academic engagement per credit hour)

**COURSE LEARNING OUTCOMES:**

The Field Project in local church revitalization supports the following program outcomes.

- Learn to revitalize the church to become an intentional disciple making church
- Gain knowledge and expertise in directing sequential disciple making small groups
- Experience personal transformation and spiritual formation as a disciple who seeks to make disciples
- Implement an intentional disciple making philosophy of ministry for the local church
- Develop the skills and knowledge required to be an effective pastoral leader
- Multiply ministry by training and developing lay leaders, church planters, and other pastors

**COURSE RESOURCES:****Required Textbook(s)**

*Follow Me Phase Discovery Bible Study (Lesson Guide)* Version 7. T-Net International, 2019.

*Tier 1 Auxiliary Training Manual.* Version 7.1 T-Net International, 2020.

*DBS-DisciplePath Scripture: Come and See Phase.* Version 7. T-Net International, 2020.

*Personal Evangelism Training Course Manual.* Version 7. T-Net International, 2020.

**Recommended Resource** (visit [www.teleouniversity.org/readinglab](http://www.teleouniversity.org/readinglab) for additional program bibliography)  
*Apprenticing Disciple Makers and Church Planters.* Version 7.1 T-Net International, 2020.

**COURSE REQUIREMENTS / ASSIGNMENTS / GRADING:**

*(FP452 spans six terms for a total of 3 credit hours and is Pass/Fail grading.)*

**3.9 Ministry Data Sheets (Field Project Implementation)**

Implement disciple making in your local church and record the results of this implementation in the Data Sheets course by course. Complete the full Ministry Data Sheets. Do not leave any blank empty. Women taking this course with their spouse must fill out their own Data Sheet even though most data will be the same.

**COURSE SCHEDULE:**

Complete Filed Project documentation of the following units within each four month term supported by monthly coaching provided by a T-Net Training Center study group facilitator.

- Unit 1 – Worship attendance
- Unit 2 – Average weekly giving
- Unit 3 – Disciple making leadership training
- Unit 4 – Disciple making group multiplication
- Unit 5 – Training church members in evangelism
- Unit 6 – Great Commission expansion

## BACHELOR OF PASTORAL MINISTRY – TERM 4



### BT323 BIBLE STUDY METHODS AND SERMON PREPARATION T-Net School of Theology TERM 4 COURSE SYLLABUS

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#### COURSE DESCRIPTION: BT323 Bible Study Methods and Sermon Preparation

In this course, students learn how to study and interpret the Bible correctly. This becomes the basis for how to develop a strong, biblical-based message or lesson. Students also are taught how they can train church members in basic Bible study methods.

**Credits:** 8 credit hours (45 hours of designated learning activity or academic engagement per credit hour)

#### COURSE LEARNING OUTCOMES:

As a result of this course, the student will be able to:

- Train other pastors to truly understand and teach the Bible
- Train all their church leaders to understand and teach the Bible
- Recruit even more pastors to help finish the Great Commission
- Continue to train and deploy church planters

#### PROGRAM OUTCOMES:

This course supports the following program outcomes.

- Develop skills in Bible study methods, preaching, and teaching
- Experience personal transformation and spiritual formation as a disciple who seeks to make disciples
- Develop the skills and knowledge required to be an effective pastoral leader
- Multiply ministry by training and developing lay leaders, church planters, and other pastors

#### COURSE RESOURCES:

##### Required Textbook(s)

*Bible Study Methods and Sermon Preparation*. Version 7. T-Net International, 2020..  
*Tier 1 Auxiliary Training Manual*. Version 7.1 T-Net International, 2020.

**Recommended Reading** (visit [www.teleouniversity.org/readinglab](http://www.teleouniversity.org/readinglab) for additional program bibliography)

Fee, Gordon D. and Douglas Stuart. *How to Read the Bible for All It's Worth*

Hendricks, Howard. *Living by the Book*

Longman, Tremper III. *Reading the Bible with Heart and Mind*

Chapel, Bryan. *Christ-centered Preaching*

Keller, Tim. *Preaching*

Lloyd-Jones, Martin. *Preaching & Preachers*

Piper, John. *The Supremacy of God in*

Robinson, Haddon. *Biblical Preaching*

#### Libraries

1. **Teleo University provides an online library accessible through the My Teleo webpage:**  
<https://www.teleouniversity.org/my-teleo>  
Students are encouraged to access recommended reading and research books and journal articles related to the course content using the universities online library.
2. Local libraries are additional sources for information and research. Ask your group facilitator for local language library resources. Possibilities include:
  - Local colleges, seminaries, and universities
  - Public libraries
  - Church libraries, pastors' libraries, and other professionals' libraries

#### COURSE REQUIREMENTS / ASSIGNMENTS / GRADE POINTS:

1. **4.1 Participation and Monthly Coaching (15 grading points)**  
Student fully participated in the T-Net Training Center study group and has written record of coaching call dates and notes in the Auxiliary Manual **Monthly Coaching "Action Step Checklist"** for this term.

##### Reading/Lecture Notes/ Group Discussions

Students are provided with all lecture notes and required to read and master all the material presented in the course manual (textbook). By completing the assigned reading, the students make significant contributions to the study group discussions and become better prepared to teach the material to their church leaders. They also begin to master the program content to prepare to become study group facilitators, mentors, and coaches for future students.

2. **4.2 Disciple Making Leader Training (Model Follow Me Group) (10 grading points)**  
**Continue** to disciple and train a majority of your primary church leaders in a Model Follow Me group to equip them to be disciple making group leaders. Include Outreach Come and See apprentices in this

group. This group must meet **every** week. After the start of Course 4 begin using the **Disciple Making Small Group Leader** manual (from Course 2). This manual provides general training on sequential disciple making small groups, not specifically Discovery Bible Studies.

- Alternative for associate Pastors or non-pastors – You must be in this group with a pastor and must co-lead it)
  - **Provision for women whose denomination or culture restricts them from leading men:** These women will train (in a women’s Follow Me group) the wives of the primary male leaders as well as any other primary leaders who are female. Use the total of these two types of leaders as the number of primary women leaders they might train.
3. **4.3 Training Primary Leaders in Steps Toward Spiritual Growth (8 grading points)**  
Teach the complete Steps Toward Spiritual Growth to the primary leaders and Outreach Come and See apprentices who are part of your Model Follow Me group. **(If you use a seminar format to teach this course to your congregation then you can combine training your primary leaders with training the adults in your congregation—assignments 4.3 and 4.4)**
- (Alternative for non-pastors – You must be in this group and must co-lead it)
  - **Provision for women whose denomination or culture restricts them from leading men:** Women will recruit and train (in a woman’s Follow Me group) the wives of the primary male leaders as well as any other primary leaders who are female.
4. **4.4 Training Adult Congregation Members in Steps Toward Spiritual Growth (7 grading points)**  
Teach the complete Steps Toward Spiritual Growth (STSG) course to your entire adult congregation, either in a seminar or in small groups. (If you desire, assign one or more of the primary leaders in your Model Follow Me group apprentices to do this teaching)
- Alternative for non-pastors – You must be in this training and must co-lead it
  - **Provision for women whose denomination or culture restricts them from leading men:** These women are not required to teach but must assist in facilitating the training course. They will receive a “4” for this assignment if they assist in this training.
5. **4.5 Launch Model Outreach Come and See DBS (10 grading points)**  
With the Outreach Come and See group leaders you recruited into the Model Follow Me group launch at least one Model Outreach “Come and See group” in accordance with the plan you made to start Come and See groups in Course 3 and meet at least six times before Course 5. In a Model Outreach Come and See group you should have several \*apprentice leaders who plan to later launch their own groups. **If you are using a “house church” model, this Outreach Come and See group will be your first church plant!**
- **Provision:** Women who are restricted from training men will lead an Outreach Come and See group made up of women.
  - (Alternative for non-pastors – You must lead or co-lead an Outreach Come and See group)
6. **4.6 Training Center Prospects (10 grading points)**  
Make an appointment and take a T-Net Training Center Applications to each pastor who agreed for you to return. Take another student with you and each give a testimony of how T-Net has benefited your church. Challenge your prospect to fill out a T-Net Training Center Application with the registration fee (if applicable). Tell each prospect the exact date this training will start. Ask again for more contacts. Turn in your signed T-Net Training Center Applications and fees to your trainer at Course 5. You will be graded on the number of T-Net Applications/fees turned in (– not on the number who promised to do this later.)
7. **4.7 Sermon Outlines (15 grading points)**  
(Provision for women whose denomination or culture restricts them from leading men: These women are exempted from preaching in a church for this assignment, but not from preaching in class, unless cultural norms restrict it.)

- Choose one of the following four sections from the Book of 1 Timothy.

Section One	Section Two	Section Three	Section Four
1. Ch. 1:1-4 2. Ch. 1:5-11 3. Ch. 1:12-17 4. Ch. 1:18-20	1. Ch. 2:1-8 2. Ch. 2:9-15 3. Ch. 3:1-7 4. Ch. 3:8-16	1. Ch. 4:1-5 2. Ch. 4:6-11 3. Ch. 4:12-16 4. Ch. 5:1-16	1. Ch. 5:17-25 2. Ch. 6:1-5 3. Ch. 6:6-12 4. Ch. 6:13-21

- Use Bible Study Methods to study each portion of the section you chose and prepare and preach a sermon to your church for each.
- Each sermon should have:
  - An introduction
  - A stated lesson idea in a full sentence
  - An outline using the three building blocks of facts, principles and applications
  - Illustrations
  - A conclusion.
- Bring a written summary of each sermon containing the following four pieces – summary interpretation, topic, lesson idea, and lesson outline to Course 5 (see example on the right side of the table below).

<p><b>Summary Interpretation:</b></p> <ul style="list-style-type: none"> <li>• Include the reference of the passage you are studying</li> <li>• Include the summary interpretation <u>in full</u>. Notice that this is a full sentence. In <u>very</u> exceptional cases, you may use more than one sentence</li> </ul>	<p><b>1 Peter 2:1-10</b>  <b>Summary Interpretation:</b>  Peter commands believers to shed sinful living and deeply desire the knowledge of God’s Word whose nourishment produces Christlikeness, so that, though rejected by men, they become infinitely valuable as God’s temple, God’s priests, God’s nation, and God’s message.</p>
<p><b>Topic:</b></p> <ul style="list-style-type: none"> <li>• Next, state <u>only</u> the topic of your lesson. Remember, the topic <u>may</u> not be exactly the subject of the summary interpretation. It may be what both subject and complement are talking about.</li> </ul>	<p><b>Topic:</b>  The infinite value produced by soaking in God’s Word</p>
<p><b>Lesson Idea:</b></p> <ul style="list-style-type: none"> <li>• Now, state your lesson idea. This is a sentence with a subject and complement.</li> </ul>	<p><b>Lesson Idea:</b>  When we choose to reject evil practices and instead deeply desire and acquire God’s Word, though rejected by men, we become infinitely valuable as God’s temple, God’s priests, God’s nation and God’s message to the world.</p>
<p><b>Lesson Outline:</b></p> <ul style="list-style-type: none"> <li>• Here, write the lesson outline. Every line of this outline should be marked with an “I,” or “F,” or “P,” or “A,” or “C.”</li> <li>• For instance, in the example to the right, the message has: <ul style="list-style-type: none"> <li>○ An Introduction “I”</li> <li>○ Three points (all facts “F”) each followed by a principle “P” and an application “A.”</li> </ul> </li> <li>• And finally a conclusion “C.”</li> </ul>	<p><b>Lesson Outline:</b></p> <p><b>I:</b> When cooking soup or stew, the longer the vegetables soak in the broth, the more delicious they become. The same thing is true of Christians who soak in God’s Word. Let us look at what happens.</p> <p><b>F:</b> Look at the two commands found in verses 1-3  <b>P:</b> To become infinitely valuable to God, we are to reject evil living and soak in God’s Word.  <b>A:</b> Start developing the habit of Bible study</p> <p><b>F:</b> Now let us look at verses 4-7. Explain these verses  <b>P:</b> Soaking in God’s Word results in rejection by men but infinite value to God.  <b>A:</b> Do not allow worldly rejection to blind you to the value of soaking in God’s Word</p> <p><b>F:</b> Finally in verses 8-10, Peter explains four results of soaking in God’s Word – Explain the passage  <b>P:</b> When we soak in God’s Word, we become God’s temple, God’s priests, God’s nation and God’s message to the world.  <b>A:</b> Picture yourselves in these four ways. How does it feel? Here are several ways you can practice these things right now. . .</p> <p><b>C:</b> Sometimes the stone that the builders rejected becomes the cornerstone of the building. That is true in God’s temple for those who soak in God’s Word and so become like Him. Why not start today!</p>

- Be prepared to preach one of the messages you prepared in 30 minutes in class four. Each morning of class four, the class will draw lots and one student will have 30 minutes to preach his message. The class will evaluate these as a learning exercise. No excuses will be accepted for not preaching. If your name is drawn, you must preach, even if you have not prepared at all! Anyone not willing to preach will be put on immediate probation! This evaluation includes:
  - Four sermon outlines prepared and turned in.
  - Did student preach these in his church? (Y/N). \_\_\_\_\_
  - All four parts included in each outline.
  - Parts marked correctly with an “I,” or “F,” or “P,” or “A,” or “C.”
  - Interpretation, topic, Idea, and outline are accurate from the passage.
  - Student preached if called upon.

**8. 4.8 Course Exam (10 grading points)**

Master the material in Course 4. Study for the exam and receive an appropriate score on your exam.

**9. 4.10 Reading and Research Reports (15 grading points)**

Read 2 books (or the equivalent number of articles) related to this term’s subject(s). To develop and reinforce the habit of life-long learning through personal reading and research, students are required to identify relevant reading for which they write research notes and appropriate bibliography information to

use in speaking or writing when quoting or paraphrasing the ideas of others. Students may choose books and articles from, but not limited to, the course recommended reading list posted at [www.teleouniversity.org/readinglab](http://www.teleouniversity.org/readinglab). Complete one Reading and Research Report for each book or article (10 journal or web articles equal one book). Document the author, publisher, and bibliography information to create a proper source citation. Photocopy the Reading and Research forms in the Appendix or download PDF or Microsoft Word Reading and Research forms from [www.teleouniversity.org/readinglab](http://www.teleouniversity.org/readinglab).

### **COURSE SCHEDULE:**

Complete the following units of study using the approved study group schedule set by your T-Net Training Center facilitator. All units and assignments are intended to be completed within the four month term.

New Trainer Preparation Part 1: Registration  
Re-Orientation  
Orientation to Bible Study Methods (BSM)  
Unit 1 – Introduction to Bible Study Methods  
Unit 2 – Team Competition Learning Activity  
Unit 3 – Observation Questions: Who, What, When  
Unit 4 – Observation Questions: Where, Why, How  
New Trainer Preparation Part 2: Interviews, Student Folders, and Grading  
Model Sermon 1  
Unit 5 – Observation: Action Words  
Unit 6 – Observation: Relational Words  
Unit 7 – Observation: Subjects and Objects  
Unit 8 – Observation: Modifiers  
Unit 9 – Observation: Clauses  
Unit 10 – Observation: Connecting Words  
Unit 11 – Observation: Analyzing Structure  
Model Sermon 2  
Unit 12 – Students Teach Lesson  
Unit 13 – Interpretation: Six Principles  
Unit 14 – Interpretation: Figures of Speech  
Unit 15 – Interpreting Apocalyptic Passages  
Model Sermon 3  
Unit 16 – Interpreting Psalms and Proverbs  
Unit 17 – Interpreting Scripture with Scripture  
Model Sermon 4  
Unit 18 – Stating the Summary Interpretation and Lesson Idea  
Unit 19 – Application  
Unit 20 – Developing a Lesson  
Unit 21 – Bible Study Methods Group Project  
Steps 1- 2 Personal Preparation and Observation Questions  
Step 3 Do a Logical Layout  
Step 4 Figures of Speech  
Step 5 Ask and answer interpretive questions  
Step 6 Write a summary interpretation  
Step 7 Universal Principles  
Step 8 List the most important concrete applications  
Step 9 Re-state the summary interpretation in the form of a lesson idea  
Step 10 Structure your lesson  
Step 11 Polish the lesson  
Step 12 Create an outline of your full message  
Unit 22 – Next Generation Launch and Final Details

### **COURSE PROCEDURES AND POLICIES:**

- 1. Participation Policy**  
Teleo University students must participate in local study groups called T-Net Training Centers to complete assignments and enjoy vibrant student life interaction. By gathering in study groups, students benefit from collaboration with fellow students and facilitators who have studied and applied this curriculum in their ministries. Finally, every student must assume the disciple making mindset of training other pastors and church leaders (2 Timothy 2:2). Students form training teams to facilitate new T-Net Training Center study groups to fulfill the teaching practicum requirements.
- 2. Academic Honesty:**  
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- 3. Style Guide for Academic Writing:**  
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**COURSE DESCRIPTION: FP452.2 Field Project Implementation in the Local Church**

The Field Project for the Pastoral Ministry program documents how the pastor or staff have implemented the intentional disciple making principles and actionable steps in the local church. Documenting field project implementation is the focus during terms 3-8 of the program. The student will gather data to document and monitor results of implantation steps taken to revitalize the local church as a disciple making church: worship attendance, average weekly giving, disciple making leadership training, disciple making group multiplication, training church members in evangelism and Bible study methods, Outreach Come and See (house church) apprentices and house church plants, and Great Commission expansion. (*FP452 spans six terms for a total of 1 credit hours.*)

**Credits:** .5 credit hours (40 hours of designated learning activity or academic engagement per credit hour)

**COURSE LEARNING OUTCOMES:**

The Field Project in local church revitalization supports the following program outcomes.

- Learn to revitalize the church to become an intentional disciple making church
- Gain knowledge and expertise in directing sequential disciple making small groups
- Experience personal transformation and spiritual formation as a disciple who seeks to make disciples
- Implement an intentional disciple making philosophy of ministry for the local church
- Develop the skills and knowledge required to be an effective pastoral leader
- Multiply ministry by training and developing lay leaders, church planters, and other pastors

**COURSE RESOURCES:****Required Textbook(s)**

*Follow Me Phase Discovery Bible Study (Lesson Guide)* Version 7. T-Net International, 2019.

*Tier 1 Auxiliary Training Manual.* Version 7.1 T-Net International, 2020.

*DBS-DisciplePath Scripture: Come and See Phase.* Version 7. T-Net International, 2020.

*Personal Evangelism Training Course .* Version 7. T-Net International, 2020.

*Steps Toward Spiritual Growth .* Version 7. T-Net International, 2020.

*Bible Study Methods Training Course.* Version 7. T-Net International, 2020.

**Recommended Resource** (visit [www.teleouniversity.org/readinglab](http://www.teleouniversity.org/readinglab) for additional program bibliography)

*Apprenticing Disciple Makers and Church Planters.* Version 7.1 T-Net International, 2020.

**COURSE REQUIREMENTS / ASSIGNMENTS / GRADING:**

(*FP452 spans six terms for a total of 3 credit hours and is Pass/Fail grading.*)

**4.9 Ministry Data Sheets (Field Project Implementation)**

Implement disciple making in your local church and record the results of this implementation in the Data Sheets course by course.. Complete the full Ministry Data Sheets. Do not leave any blank empty. Women taking this course with their spouse must fill out their own Data Sheet even though most data will be the same.

**COURSE SCHEDULE:**

Complete Filed Project documentation of the following units within each four month term supported by monthly coaching provided by a T-Net Training Center study group facilitator.

Unit 1 – Worship attendance

Unit 2 – Average weekly giving

Unit 3 – Disciple making leadership training

Unit 4 – Disciple making group multiplication

Unit 5 – Training church members in evangelism and Bible study methods

Unit 6 – Great Commission expansion

Unit 7 – Outreach Come and See (house church) apprentices and house church plants

## BACHELOR OF PASTORAL MINISTRY – TERM 5



### SF451 BALANCING LIFE AND MINISTRY T-Net School of Theology TERM 5 COURSE SYLLABUS

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#### **COURSE DESCRIPTION: SF451 Balancing Life and Ministry**

In this course, students develop their life mission statement and learn how to fulfill it. They learn the necessity to yield all life areas to God and seek to live a balanced life rather than one driven by ungodly expectations or compulsions. Students learn how to coach church leaders to be fruitful and successful in life and ministry. Students learn how to start a training center study group and facilitate Course 1 for other pastors. In teams of 2-3, students will begin facilitating their next-generation training center study group soon after taking this course. Finally, this course provides instruction on studying narrative material in the Bible and turning this into biblical lessons and sermons.

**Credits:** 8 credit hours (45 hours of designated learning activity or academic engagement per credit hour)

#### **COURSE LEARNING OUTCOMES:**

As a result of this course, the student will be able to:

- As a member of a training team, start training pastors to finish the Great Commission using Course 1
- Win more new believers to Christ and their churches in the next four months
- Move successfully to identify and complete God's mission for their own life
- Coach their church leaders to greater success as well
- Launch a new church plant in which others are being apprenticed to plant churches

#### **PROGRAM OUTCOMES:**

This course supports the following program outcomes.

- Develop skills in Bible study methods, preaching, and teaching
- Learn to revitalize the church to become an intentional disciple making church
- Gain knowledge and expertise in directing sequential disciple making small groups
- Experience personal transformation and spiritual formation as a disciple who seeks to make disciples
- Implement an intentional disciple making philosophy of ministry for the local church
- Develop the skills and knowledge required to be an effective pastoral leader
- Multiply ministry by training and developing lay leaders, church planters, and other pastors

#### **COURSE RESOURCES:**

##### **Required Textbook(s)**

*Coaching Leaders and Multiplying Ministry*. Version 7. T-Net International, 2020.

*Tier 1 Auxiliary Training Manual*. Version 7.1 T-Net International, 2020.

**Recommended Reading** (visit [www.teleouniversity.org/readinglab](http://www.teleouniversity.org/readinglab) for additional program bibliography)

Anderson, Lynn. *They Smell Like She or the 21st Century*

Strauch, Alexander. *Biblical Eldership*

Tripp, Paul. *Dangerous Calling*

#### **Libraries**

1. **Teleo University provides an online library accessible through the My Teleo webpage:**  
<https://www.teleouniversity.org/my-teleo>  
Students are encouraged to access recommended reading and research books and journal articles related to the course content using the universities online library.
2. Local libraries are additional sources for information and research. Ask your group facilitator for local language library resources. Possibilities include:
  - Local colleges, seminaries, and universities
  - Public libraries
  - Church libraries, pastors' libraries, and other professionals' libraries

#### **COURSE REQUIREMENTS / ASSIGNMENTS / GRADE POINTS:**

1. **5.1 Participation and Monthly Coaching (15 grading points)**  
Student fully participated in the T-Net Training Center study group and has written record of coaching call dates and notes in the Auxiliary Manual **Monthly Coaching "Action Step Checklist"** for this term.

##### **Reading/Lecture Notes/ Group Discussions**

Students are provided with all lecture notes and required to read and master all the material presented in the course manual (textbook). By completing the assigned reading, the students make significant contributions to the study group discussions and become better prepared to teach the material to their church leaders. They also begin to master the program content to prepare to become study group facilitators, mentors, and coaches for future students.

2. **5.2 Disciple Making Leader Training (Model Follow Me Group) (10 grading points)**  
**Continue** to disciple and train a majority of your primary church leaders in a Model Follow Me group to equip them to be disciple making group leaders. Include Outreach Come and See apprentices in this group. This group must meet every week. After the start of Course 4 begin using the **Disciple Making Small Group Leader** manual (from Course 2). This manual provides general training on sequential disciple making small groups, not specifically Discovery Bible Studies.
  - Alternative for associate Pastors or non-pastors – You must be in this group with a pastor and must co-lead it)
  - **Provision for women whose denomination or culture restricts them from leading men:** These women will train (in a women’s Follow Me group) the wives of the primary male leaders as well as any other primary leaders who are female. Use the total of these two types of leaders as the number of primary women leaders they might train..
3. **5.3 Training Primary Leaders in Bible Study Methods (BSM) (8 grading points)**  
 Teach at least half of the Bible Study Methods lay version lessons to the primary leaders and Outreach Come and See apprentices who are part of your Model Follow Me group. **(If you use a seminar format to teach this course to your congregation then you can combine training your primary leaders with training the adults in your congregation—assignments 5.3 and 5.4)**
  - (Alternative for non-pastors – You must be in this group and must co-lead it)
  - **Provision for women whose denomination or culture restricts them from leading men:** Women will recruit and train (in a woman’s Follow Me group) the wives of the primary male leaders as well as any other primary leaders who are female.
4. **5.4 Training Adult Church Members in Bible Study Methods (BSM) (7 grading points)**  
 Teach at least half of the Bible Study Methods lay version lessons to the adult members and attendees in your church. **(If you use a seminar format to teach this course to your congregation then you can combine training your primary leaders with training the adults in your congregation—assignments 5.3 and 5.4)**
  - (Alternative for non-pastors – You must be in this group and must co-lead it)
  - **Provision for women whose denomination or culture restricts them from leading men:** Women will recruit and train (in a woman’s Follow Me group) the wives of the primary male leaders as well as any other primary leaders who are female..
5. **5.5 Launch New Outreach Come and See DBS Groups (10 grading points)**  
 Release one or more apprentices from your Model Outreach Come and See group to launch new Outreach “Come and See” Discovery Bible Study groups that meet 6-10 times before Course 6. If you are using a “house church” model, these Outreach Come and See group will be your house church plants. Continue to meet with your Outreach Come and See group leaders in the Model Follow Me group.
  - **Provision:** Women who are restricted from training men will lead an Outreach Come and See group made up of women.
  - (Alternative for non-pastors – You must lead or co-lead an Outreach Come and See group)
6. **5.6 Stewardship Preaching (5 grading points)**  
 Re-teach the stewardship material you were taught in Course 1. Implement all nine steps. Preach a four-week series on this as taught. Use different sermons this time. Be sure to use testimonies from persons who made commitments last year. Use signed commitment cards and the “Money-Back Guarantee” as taught for the highest score. Increase your weekly giving by at least 20%. (Alternatives for students who are not the senior pastor are the same as in the Course 1 assignment)
7. **5.7 Sermon Outlines (15 grading points)**  
 (Provision for women whose denomination or culture restricts them from leading men: These women are exempted from preaching in a church for this assignment, but not from preaching in class, unless cultural norms restrict it.)

Prepare four sermons from the Book of Ruth

Ruth
1. Chapter 1
2. Chapter 2
3. Chapter 3
4. Chapter 4

- Use Bible Study Methods to study each chapter of Ruth and prepare and preach these four sermons in your church.
- Each sermon should have:
  - An introduction
  - A stated lesson idea in a full sentence
  - An outline using the three building blocks of facts, principles and applications
  - Illustrations
  - A conclusion.
- Bring a written summary of each sermon containing the following four pieces (see example on **the right side** of the table below).

<p><b>Summary Interpretation:</b></p> <ul style="list-style-type: none"> <li>• Include the reference of the passage you are studying</li> <li>• Include the summary interpretation <u>in full</u>. Notice that this is a full sentence. In <u>very</u> exceptional cases, you may use more than one sentence</li> </ul>	<p><b>1 Peter 2:1-10</b></p> <p><b>Summary Interpretation:</b> Peter commands believers to shed sinful living and deeply desire the knowledge of God’s Word whose nourishment produces Christlikeness, so that, though rejected by men, they become infinitely valuable as God’s temple, God’s priests, God’s nation, and God’s message.</p>
<p><b>Topic:</b></p> <ul style="list-style-type: none"> <li>• Next, state <u>only</u> the topic of your lesson. Remember, the topic <u>may</u> not be exactly the subject of the summary interpretation. It may be what both subject and complement are talking about.</li> </ul>	<p><b>Topic:</b> The infinite value produced by soaking in God’s Word</p>
<p><b>Lesson Idea:</b></p> <ul style="list-style-type: none"> <li>• Now, state your lesson idea. This is a sentence with a subject and complement.</li> </ul>	<p><b>Lesson Idea:</b> When we choose to reject evil practices and instead deeply desire and acquire God’s Word, though rejected by men, we become infinitely valuable as God’s temple, God’s priests, God’s nation and God’s message to the world.</p>
<p><b>Lesson Outline:</b></p> <ul style="list-style-type: none"> <li>• Here, write the lesson outline. Every line of this outline should be marked with an “I,” or “F,” or “P,” or “A,” or “C.”</li> <li>• For instance, in the example to the right, the message has: <ul style="list-style-type: none"> <li>○ An Introduction “I”</li> <li>○ Three points (all facts “F”) each followed by a principle “P” and an application “A.”</li> </ul> </li> <li>• And finally a conclusion “C.”</li> </ul>	<p><b>Lesson Outline:</b></p> <p><b>I:</b> When cooking soup or stew, the longer the vegetables soak in the broth, the more delicious they become. The same thing is true of Christians who soak in God’s Word. Let us look at what happens.</p> <p><b>F:</b> Look at the two commands found in verses 1-3  <b>P:</b> To become infinitely valuable to God, we are to reject evil living and soak in God’s Word.  <b>A:</b> Start developing the habit of Bible study</p> <p><b>F:</b> Now let us look at verses 4-7. Explain these verses  <b>P:</b> Soaking in God’s Word results in rejection by men but infinite value to God.  <b>A:</b> Do not allow worldly rejection to blind you to the value of soaking in God’s Word</p> <p><b>F:</b> Finally in verses 8-10, Peter explains four results of soaking in God’s Word – Explain the passage  <b>P:</b> When we soak in God’s Word, we become God’s temple, God’s priests, God’s nation and God’s message to the world.  <b>A:</b> Picture yourselves in these four ways. How does it feel? Here are several ways you can practice these things right now. . .</p> <p><b>C:</b> Sometimes the stone that the builders rejected becomes the cornerstone of the building. That is true in God’s temple for those who soak in God’s Word and so become like Him. Why not start today!</p>

- Be prepared to preach one of the messages you prepared in 30 minutes in class six. Each morning of class six, the class will draw lots and one student will have 30 minutes to preach his message. The class will evaluate these as a learning exercise. No excuses will be accepted for not preaching. If your name is drawn, you must preach, even if you have not prepared at all! Anyone not willing to preach will be put on immediate probation! This evaluation includes:

- Four sermon outlines prepared and turned in.
- Did student preach these in his church? (Y/N). \_\_\_\_\_
- All four parts included in each outline.
- Parts marked correctly with an “I,” or “F,” or “P,” or “A,” or “C.”
- Interpretation, topic, Idea, and outline are accurate from the passage.
- Student preached if called upon.

**8. 5.8 Accountability Partner (5 grading points)**

Meet with your accountability partner at least every other week either in person or on the phone or internet. Hold each other lovingly accountable to continue to set new goals and make progress on your legacy.

**9. 5.9 Course Exam (10 grading points)**

Master the material in Course 5. Study for the exam and receive an appropriate score on your exam.

**10. 5.13 Reading and Research Reports (15 grading points)**

Read 2 books (or the equivalent number of articles) related to this term’s subject(s). To develop and reinforce the habit of life-long learning through personal reading and research, students are required to identify relevant reading for which they write research notes and appropriate bibliography information to

use in speaking or writing when quoting or paraphrasing the ideas of others. Students may choose books and articles from, but not limited to, the course recommended reading list posted at [www.teleouniversity.org/readinglab](http://www.teleouniversity.org/readinglab). Complete one Reading and Research Report for each book or article (10 journal or web articles equal one book). Document the author, publisher, and bibliography information to create a proper source citation. Photocopy the Reading and Research forms in the Appendix or download PDF or Microsoft Word Reading and Research forms from [www.teleouniversity.org/readinglab](http://www.teleouniversity.org/readinglab).

### **COURSE SCHEDULE:**

Complete the following units of study using the approved study group schedule set by your T-Net Training Center facilitator. All units and assignments are intended to be completed within the four month term.

Unit 1 – Re-orientation  
Student Preaching  
Unit 2 – Staking Your Claim for Finishing the Great Commission  
Unit 3 – Principles of Success in Finishing the Great Commission  
Unit 4 – Strategic Recruiting and Training Center Management  
Unit 5 – Organization and Review of Homework  
Unit 6 – General Coaching Points for Teaching Course 1  
Unit 7 – Tier 1 Trainer-Student Monthly Coaching  
Student Preaching  
Unit 8 – Coaching Course 1, Appendix and Auxiliary Manual  
Unit 9 – Coaching C1, Sessions 1-2, Aux Manual, Course Summary  
Unit 10 – Coaching C1, Session 3, Finishing the Great Commission  
Unit 11 – Coaching C1, Session 4, Overview of Tier 1 Training  
Unit 12 – Coaching C1, Sessions 5-6, Financial Stewardship  
Unit 13 – Coaching C1, Sessions 7-8, Four Sermons on Giving, Benefits  
Unit 14 – Coaching C1, Session 9, Counting the Cost  
Unit 15 – Coaching C1, Model Sermons  
Unit 16 – Coaching C1, Session 10, An In-Depth Look at the Great Commission  
Unit 17 – Coaching C1, Preparing to Present  
Unit 18 – Coaching C1, Student Presentations  
Unit 19 – Coaching C1, Sessions 11-12, Christ's Training Phases, PSJE  
Student Preaching  
Unit 20 – Coaching C1, Session 13, Training Initial Disciple Makers  
Unit 21 – Coaching C1, Sessions 14-17, Model Follow Me DBS  
Unit 22 – Coaching C1, Session 18, Planning Your Model FM Group  
Unit 23 – Preparing Messages from Biblical Narratives  
Student Preaching  
Unit 24 – Coaching C1, Session 19, Teaching Cross Culturally  
Unit 25 – Coaching C1, Session 20, Building a Spiritual Growth Pathway  
Unit 26 – Coaching C1, Session 21, Revival that Reforms  
Unit 27 – Coaching C1, Sessions 22-23, Building Commitment, Priorities  
Unit 28 – Coaching C1, Session 24, Promoting Your Training Center  
Unit 29 – Developing Your Spiritual Legacy Statement  
Unit 30 – Lab: Your Spiritual Legacy Statement  
Student Preaching  
Unit 31 – Balancing Life's Demands Part 1  
Unit 31 – Balancing Life's Demands Part 2  
Unit 33 – Multiplying your Ministry in Your Church

### **COURSE PROCEDURES AND POLICIES:**

- 1. Participation Policy**  
Teleo University students must participate in local study groups called T-Net Training Centers to complete assignments and enjoy vibrant student life interaction. By gathering in study groups, students benefit from collaboration with fellow students and facilitators who have studied and applied this curriculum in their ministries. Finally, every student must assume the disciple making mindset of training other pastors and church leaders (2 Timothy 2:2). Students form training teams to facilitate new T-Net Training Center study groups to fulfill the teaching practicum requirements.
- 2. Academic Honesty:**  
In the spirit of truth and honesty as espoused by our Lord Jesus Christ, Teleo University seeks to maintain an atmosphere where high ethical standards prevail. Teleo University condemns academic dishonesty. Behavior such as cheating, plagiarizing, or data fabrication will result in disciplinary action and possible dismissal from the program (plagiarism is presenting another's words or ideas as one's own without properly crediting the source).
- 3. Style Guide for Academic Writing:**  
Teleo University has created a Style Guide for Academic Writing adapted from the [MLA](#) (Modern Language Association) style guide. Use the university style guide when writing papers for all courses.

4. **Spelling and Grammar Checker Setup:**  
Teleo University urges students to use Microsoft Office products and engage the grammar and spelling Editor functions. Students are also encouraged to download and use the FREE version of Grammarly. Consider suggestions from these tools but remember that the grammar checkers will not necessarily find or provide the correct help for every error.
5. **Copyright Protected Materials:**  
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6. **Teleo University Copyright Statement**  
All course materials contained herein are the sole property of Teleo University and are not to be provided to any persons or organizations except upon the expressed, written consent of the university. Students enrolled in a given course automatically have access to all materials in that course but are not permitted to sell or distribute the materials beyond their local church or house church network.

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**COURSE DESCRIPTION: FP452.3 Field Project Implementation in the Local Church**

The Field Project for the Pastoral Ministry program documents how the pastor or staff have implemented the intentional disciple making principles and actionable steps in the local church. Documenting field project implementation is the focus during terms 3-8 of the program. The student will gather data to document and monitor results of implantation steps taken to revitalize the local church as a disciple making church: worship attendance, average weekly giving, disciple making leadership training, disciple making group multiplication, training church members in evangelism and Bible study methods, Outreach Come and See (house church) apprentices and house church plants, and Great Commission expansion. (*FP452 spans six terms for a total of 3 credit hours.*)

**Credits:** .5 credit hours (40 hours of designated learning activity or academic engagement per credit hour)

**COURSE LEARNING OUTCOMES:**

The Field Project in local church revitalization supports the following program outcomes.

- Learn to revitalize the church to become an intentional disciple making church
- Gain knowledge and expertise in directing sequential disciple making small groups
- Experience personal transformation and spiritual formation as a disciple who seeks to make disciples
- Implement an intentional disciple making philosophy of ministry for the local church
- Develop the skills and knowledge required to be an effective pastoral leader
- Multiply ministry by training and developing lay leaders, church planters, and other pastors

**COURSE RESOURCES:****Required Textbook(s)**

*Follow Me Phase Discovery Bible Study (Lesson Guide)* Version 7. T-Net International, 2019.

*Tier 1 Auxiliary Training Manual.* Version 7.1 T-Net International, 2020.

*DBS-DisciplePath Scripture: Come and See Phase.* Version 7. T-Net International, 2020.

*Personal Evangelism Training Course .* Version 7. T-Net International, 2020.

*Steps Toward Spiritual Growth .* Version 7. T-Net International, 2020.

*Bible Study Methods Training Course.* Version 7. T-Net International, 2020.

**Recommended Resource** (visit [www.teleouniversity.org/readinglab](http://www.teleouniversity.org/readinglab) for additional program bibliography)

*Apprenticing Disciple Makers and Church Planters.* Version 7.1 T-Net International, 2020.

**COURSE REQUIREMENTS / ASSIGNMENTS / GRADING:**

(*FP452 spans six terms for a total of 3 credit hours and is Pass/Fail grading.*)

**5.10 Ministry Data Sheets (Field Project Implementation)**

Implement disciple making in your local church and record the results of this implementation in the Data Sheets course by course.. Complete the full Ministry Data Sheets. Do not leave any blank empty. Women taking this course with their spouse must fill out their own Data Sheet even though most data will be the same.

**COURSE SCHEDULE:**

Complete Filed Project documentation of the following units within each four month term supported by monthly coaching provided by a T-Net Training Center study group facilitator.

Unit 1 – Worship attendance

Unit 2 – Average weekly giving

Unit 3 – Disciple making leadership training

Unit 4 – Disciple making group multiplication

Unit 5 – Training church members in evangelism and Bible study methods

Unit 6 – Great Commission expansion

Unit 7 – Outreach Come and See (house church) apprentices and house church plants

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**COURSE DESCRIPTION: TP471 Teaching Practicum: Finishing the Great Commission**

In these teaching practicums, a student must recruit pastors from a selected region to participate in a T-Net Training Center study group to learn what the student has been taught and implemented in his/her ministry. Typically, two or three students will form a training team where each student has recruited 5 or more pastors to attend the Tier 1 Training Center study group. Sessions are divided between the training team. However, each student is responsible to review and prepare as if they were to facilitate every session. These facilitators have already taught this material to leaders within their churches. However, by becoming trainers to their peers, their learning heightens as they prepare to facilitate this cohort learning experience. See the following definition of the Teaching Practicum Facilitators:

**Teaching Practicum Facilitators**

Each Teleo-Network (T-Net) Training Center study group has a lead trainer and one or more assistant trainers who serve as the facilitators of the distance education course. All students are given all the lecture notes and resources created by Teleo University faculty and subject experts. Therefore, in theory, no student would need a lecturer or training class to complete the program of study. However, Teleo University is committed to a cohort discipleship learning model where there are one or more trainer/facilitators who have implemented and applied the principles taught in the curriculum. The discipleship model also requires that each student train others in what they have received. Therefore, every student is trained as a trainer. They train the members of their church, they train new church planters, and they assist as part of a cohort facilitator team to train other pastors.

**Credits:** 2 credit hours (45 hours of designated learning activity or academic engagement per credit hour)

**COURSE LEARNING OUTCOMES:**

The Teaching Practicum of coaching and facilitating a study group for a next generation of students supports the following program outcomes.

- Gain mastery of curriculum content learned as a student, used as a pastoral practitioner, taught to peers as a T-Net Training Center study group facilitator
- Experience effective training techniques for life-on-life apprenticing and disciple making
- Experience effective training techniques for clusters and small group education
- Experience effective training techniques for classroom and mid-sized group education

**PROGRAM OUTCOMES:**

This course supports the following program outcomes.

- Multiply ministry by training and developing lay leaders, church planters, and other pastors

**COURSE RESOURCES:****Required Textbook(s)**

*Tier 1 Auxiliary Training Manual*. Version 7.1 T-Net International, 2020.

*Finishing the Great Commission*. Version 7.1 T-Net International, 2020.

*Coaching Leaders and Multiplying Ministry*. Version 7. T-Net International, 2020

**COURSE REQUIREMENTS / ASSIGNMENTS / GRADING:**

*(Teaching Practicums are graded Pass/Fail.)*

**5.11 Training Course 1 (Teaching Practicum)**

Start your next-generation training center and teach or co-teach all of Course 1 to your students. Make a folder for each of your students and keep accurate records on each one. All Tier 1 students are required to recruit and “train” next-generation students and “coach” each of these students to implement what they have learned and to recruit and train other pastors in a next-generation Tier 1 Training Center or Certificate of Christian Ministry Training Center (with permission from the country director). **Provision for women whose denomination or culture restricts them from leading men:** These female students are responsible to study material to be taught and to come to this next-generation training to help trainers and to coach other female students, but will not teach any sessions or be graded for doing so.

**COURSE SCHEDULE:**

The teaching practicum involves mastering all the content represented below and empowering your next-generation training center students to succeed in the following areas within the four month term by facilitating or co-facilitating the scheduled T-Net Training Center study group sessions.

Unit 1 – Re-orientation

Student Preaching

Unit 2 – Staking Your Claim for Finishing the Great Commission

Unit 3 – Principles of Success in Finishing the Great Commission

Unit 4 – Strategic Recruiting and Training Center Management

Unit 5 – Organization and Review of Homework

Unit 6 – General Coaching Points for Teaching Course 1

Unit 7 – Tier 1 Trainer-Student Monthly Coaching  
 Student Preaching  
 Unit 8 – Coaching Course 1, Appendix and Auxiliary Manual  
 Unit 9 – Coaching C1, Sessions 1-2, Aux Manual, Course Summary  
 Unit 10 – Coaching C1, Session 3, Finishing the Great Commission  
 Unit 11 – Coaching C1, Session 4, Overview of Tier 1 Training  
 Unit 12 – Coaching C1, Sessions 5-6, Financial Stewardship  
 Unit 13 – Coaching C1, Sessions 7-8, Four Sermons on Giving, Benefits  
 Unit 14 – Coaching C1, Session 9, Counting the Cost  
 Unit 15 – Coaching C1, Model Sermons  
 Unit 16 – Coaching C1, Session 10, An In-Depth Look at the Great Commission  
 Unit 17 – Coaching C1, Preparing to Present  
 Unit 18 – Coaching C1, Student Presentations  
 Unit 19 – Coaching C1, Sessions 11-12, Christ's Training Phases, PSJE  
 Student Preaching  
 Unit 20 – Coaching C1, Session 13, Training Initial Disciple Makers  
 Unit 21 – Coaching C1, Sessions 14-17, Model Follow Me DBS  
 Unit 22 – Coaching C1, Session 18, Planning Your Model FM Group  
 Unit 23 – Preparing Messages from Biblical Narratives  
 Student Preaching  
 Unit 24 – Coaching C1, Session 19, Teaching Cross Culturally  
 Unit 25 – Coaching C1, Session 20, Building a Spiritual Growth Pathway  
 Unit 26 – Coaching C1, Session 21, Revival that Reforms  
 Unit 27 – Coaching C1, Sessions 22-23, Building Commitment, Priorities  
 Unit 28 – Coaching C1, Session 24, Promoting Your Training Center  
 Unit 29 – Developing Your Spiritual Legacy Statement  
 Unit 30 – Lab: Your Spiritual Legacy Statement  
 Student Preaching  
 Unit 31 – Balancing Life's Demands Part 1  
 Unit 31 – Balancing Life's Demands Part 2  
 Unit 33 – Multiplying your Ministry in Your Church

## **COURSE PROCEDURES AND POLICIES:**

### **1. Participation Policy**

Teleo University students must participate in local study groups called T-Net Training Centers to complete assignments and enjoy vibrant student life interaction. By gathering in study groups, students benefit from collaboration with fellow students and facilitators who have studied and applied this curriculum in their ministries. Finally, every student must assume the disciple making mindset of training other pastors and church leaders (2 Timothy 2:2). Students form training teams to facilitate new T-Net Training Center study groups to fulfill the teaching practicum requirements.

### **2. Academic Honesty:**

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### **3. Style Guide for Academic Writing:**

Teleo University has created a Style Guide for Academic Writing adapted from the [MLA](#) (Modern Language Association) style guide. Use the university style guide when writing papers for all courses.

### **4. Spelling and Grammar Checker Setup:**

Teleo University urges students to use Microsoft Office products and engage the grammar and spelling Editor functions. Students are also encouraged to download and use the FREE version of Grammarly. Consider suggestions from these tools but remember that the grammar checkers will not necessarily find or provide the correct help for every error.

### **5. Copyright Protected Materials:**

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### **6. Teleo University Copyright Statement**

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**COURSE DESCRIPTION: MP461.1 Coaching and Supervising a 1st Generation Training Center**

In the Bachelor of Pastoral Ministry Pastoral Major program a student must recruit, facilitate or assist in facilitating a Training Center study group and “coach” five students to each recruit and train five other pastors in a next-generation Training Center study group. During this Ministry Practicum new students are coached and supervised to successfully understand the content of the Term 1 textbook, *Finishing the Great Commission*, and complete the required assignments. Through this Ministry Practicum students learn to accomplish more through leading others than through direct ministry involvement. (MP461 spans six terms for a total of 3 credit hours.)

**Credits:** .5 credit hours (40 hours of designated learning activity or academic engagement per credit hour)

**COURSE LEARNING OUTCOMES:**

The Ministry Practicum of coaching and supervising a next generation of students supports the following program outcomes.

- Empower students as trainers and equippers who multiply disciple making training and saturation church planting to finish the Great Commission.
- Recruit and train existing pastors and church leaders so they need not leave their current ministry positions but can apply their learning in their churches.
- Multiply ministry by training and developing lay leaders, church planters, and other pastors
- Training pastors and church leaders to revitalize local churches as disciple making churches.
- Work with other pastors and church leaders on *finishing* the Great Commission within defined areas and regions.

**COURSE RESOURCES:****Required Textbook(s)**

*Tier 1 Auxiliary Training Manual*. Version 7.1 T-Net International, 2020.

*Finishing the Great Commission*. Version 7.1 T-Net International, 2020.

*Coaching Leaders and Multiplying Ministry*. Version 7. T-Net International, 2020

**COURSE REQUIREMENTS / ASSIGNMENTS / GRADING:**

(MP461 spans six terms for a total of 3 credit hours and is Pass/Fail grading.)

**5.12 Trainer-Student Monthly Coaching (Coaching and Supervising a 1st Generation Training Center)**

Coach and supervise your next-generation training center students once each month for four months by making monthly coaching contacts with each assigned student. Meet in clusters of 2-3 or individually either face to face, video, or phone. Use the Monthly Coaching “Action Step Checklist” as a guide to coach your students to complete their training center assignments.

**COURSE SCHEDULE:**

The ministry practicum involves coaching and supervising your next-generation training center students to succeed in the following areas within the four month term supported by participation in the scheduled T-Net Training Center study group sessions and by personal monthly coaching and supervision provided by a T-Net Training Center study group facilitator or assistant facilitator.

Unit 1 – Disciple making leadership training in a Model Follow Me Group

Unit 2 – Stewardship preaching

Unit 3 – Identifying future training center prospects

Unit 4 – Grammar refresher

Unit 5 – Understanding content of the textbook, *Finishing the Great Commission*

Unit 6 – Field Project Formation and Ministry Data Sheets

## BACHELOR OF PASTORAL MINISTRY – TERM 6



### BT442 BIBLICAL DISCIPLE MAKING T-Net School of Theology TERM 6 COURSE SYLLABUS

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#### COURSE DESCRIPTION: BT442 Biblical Disciple Making

In this course, students complete a biblical study of the Gospels to identify the beliefs, values, attitudes, and behaviors that Jesus commanded and expected of His followers at each phase of their spiritual development. Students learn how to develop these transformational indicators into a written sequential definition for making a disciple how to redesign church programming to help form disciples to experience these. Students learn how to facilitate Course 2 for their training center students to train more disciple-making leaders and church planters. As facilitators, the students will also help their students effectively recruit students for next-generation training centers.

**Credits:** 7 credit hours (45 hours of designated learning activity or academic engagement per credit hour)

#### COURSE LEARNING OUTCOMES:

As a result of this course, the student will be able to:

- Develop their written sequential definition for a disciple using Jesus' model
- Restructure their church to make this kind of disciple effectively
- Significantly improve the numerical growth of their church
- Effectively train pastors how to train disciple making leaders and church planters
- See their training center pastors begin to recruit next-generation of pastors
- Win additional converts to Christ and their church

#### PROGRAM OUTCOMES:

This course supports the following program outcomes.

- Develop skills in Bible study methods, preaching, and teaching
- Learn to revitalize the church to become an intentional disciple making church
- Gain knowledge and expertise in directing sequential disciple making small groups
- Implement an intentional disciple making philosophy of ministry for the local church
- Develop the skills and knowledge required to be an effective pastoral leader
- Multiply ministry by training and developing lay leaders, church planters, and other pastors

#### COURSE RESOURCES:

##### Required Textbook(s)

*Foundations for a Disciple Making Church*. Version 7. T-Net International, 2020.  
*Tier 1 Auxiliary Training Manual*. Version 7.1 T-Net International, 2020.

**Recommended Reading** (visit [www.teleouniversity.org/readinglab](http://www.teleouniversity.org/readinglab) for additional program bibliography)  
Christopherson, Jeff. *Kingdom First: Starting Churches that Shape Movements*  
Chester, Tim & Steve Timmis. *Total Church: A Gospel and Community*  
Dever, Mark. *Nine Marks of a Healthy Church*

#### Libraries

1. **Teleo University provides an online library accessible through the My Teleo webpage:**  
<https://www.teleouniversity.org/my-teleo>  
Students are encouraged to access recommended reading and research books and journal articles related to the course content using the universities online library.
2. Local libraries are additional sources for information and research. Ask your group facilitator for local language library resources. Possibilities include:
  - Local colleges, seminaries, and universities
  - Public libraries
  - Church libraries, pastors' libraries, and other professionals' libraries

#### COURSE REQUIREMENTS / ASSIGNMENTS / GRADE POINTS:

1. **6.1 Participation and Monthly Coaching (10 grading points)**  
Student fully participated in the T-Net Training Center study group and has written record of coaching call dates and notes in the Auxiliary Manual **Monthly Coaching "Action Step Checklist"** for this term.

##### Reading/Lecture Notes/ Group Discussions

Students are provided with all lecture notes and required to read and master all the material presented in the course manual (textbook). By completing the assigned reading, the students make significant contributions to the study group discussions and become better prepared to teach the material to their church leaders. They also begin to master the program content to prepare to become study group facilitators, mentors, and coaches for future students.

2. **6.2 Graduate Model Follow Me Group Participants (5 grading points)**  
 Graduate a majority of your primary church leaders and Outreach Come and See (house church planting) apprentices from your Model Follow Me group. They should have finished the Follow Me group Discovery Bible Study (or other approved) curriculum from Course 1 or 2 and the following apprentice lessons and training courses:
  - Making and Multiplying Disciples (27 lessons)
  - Disciple Making Small Group Leader Training (21 lessons)
  - Evangelism Training Course (11 lessons)
  - Steps Toward Spiritual Growth (12 lessons)
  - Bible Study Methods sessions (12 lessons).
  
3. **6.3 Training Primary Leaders in Bible Study Methods (BSM) (5 grading points)**  
 Finish teaching all the Bible Study Methods lay version lessons to the primary leaders and Outreach Come and See apprentices who are part of your Model Follow Me group. **(If you use a seminar format to teach this course to your congregation then you can combine training your primary leaders with training the adults in your congregation—assignments 6.3 and 6.4)**
  - (Alternative for non-pastors – You must be in this group and must co-lead it)
  - **Provision for women whose denomination or culture restricts them from leading men:** Women will recruit and train (in a woman’s Follow Me group) the wives of the primary male leaders as well as any other primary leaders who are female.
  
4. **6.4 Training Adult Church Members in Bible Study Methods (BSM) (5 grading points)**  
 Complete training all Bible Study Methods lay version lessons to the adult members and attendees in your church. **(If you use a seminar format to teach this course to your congregation then you can combine training your primary leaders with training the adults in your congregation—assignments 6.3 and 6.4)**
  - (Alternative for non-pastors – You must be in this group and must co-lead it)
  - **Provision for women whose denomination or culture restricts them from leading men:** Women will recruit and train (in a woman’s Follow Me group) the wives of the primary male leaders as well as any other primary leaders who are female..
  
5. **6.5 Launch New Outreach Come and See DBS Groups (5 grading points)**  
 Release one or more apprentices from your Model Outreach Come and See group to launch new Outreach “Come and See” Discovery Bible Study groups that meet 6-10 times before Course 7. If you are using a “house church” model, these Outreach Come and See group will be your house church plants. Continue to meet with your Outreach Come and See group leaders in a Model Follow Me group and train them in all the manuals and courses listed in assignment 6.2 above.
  - **Provision:** Women who are restricted from training men will lead an Outreach Come and See group made up of women.
  - (Alternative for non-pastors – You must lead or co-lead an Outreach Come and See group)
  
6. **6.6 Church Planter Apprentice Training (10 grading points)**  
 Select 1-4 of your Outreach Come and See home group leaders to train using the ***Church Planter Apprentice Training*** manual. Meet one-on-one or as a group and have at least 12 apprenticeship meetings between courses 6 and 7. (Alternative for students who are not the senior pastor are the same as in assignment 2.5.)
  
7. **6.7 Adopt a Remote Training Center (5 grading points)**  
 Coordinate with your T-Net country director and board to lead the pastors in the training center you are teaching to adopt a (remote) part of your country appropriate to the generation of training you are in, and raise money and make plans to finish the Great Commission there, as you learned in your training. Identify a specific location to start a training center in that region, a specific date to begin promotion, and a specific date to begin teaching Course 1 or CCM C-1 there. (Starting a remote training center is a strategic initiative that requires approval and coordination with the country director and board. There should be multiple centers that partner to adopt, fund, promote, a training center in a new part of the country.)
  
8. **6.8 Disciple Making “Recipe” (5 grading points)**  
 As a class, appoint an editing committee to use the work you did in class and edit the “sample recipe” into a complete rough draft of your recipe. The editing committee must bring a printed copy of this document to class (one for every student in the class. Each student will pay for his/her copy of this.) **If possible**, the editing committee should also bring a digital copy of their work and a computer to use to finish the job. For this assignment, all students will get the same grade, benefiting or suffering equally for the work of the committee unless they did not pay for their own copy. We encourage you to help motivate your committee to do its best!
  
9. **6.9 Ideal Church Infrastructure (5 grading points)**  
 Finish diagramming your ideal infrastructure. Turn in a copy.
  
10. **6.10 Sermon Outlines (15 grading points)**  
 (Provision for women whose denomination or culture restricts them from leading men: These women are exempted from preaching in a church for this assignment, but not from preaching in class, unless cultural norms restrict it.)

Section One	Section Two	Section Three	Section Four
a. Galatians 1: 1-5	a. Galatians 2: 1-10	a. Galatians 3:10-14	a. Galatians 4:8-11
b. Galatians 1: 6-9	b. Galatians 2: 11-21	b. Galatians 3:15-18	b. Galatians 4:12-19
c. Galatians 1:10-14	c. Galatians 3: 1-5	c. Galatians 3:19-29	c. Galatians 4:20-31
d. Galatians 1:15-24	d. Galatians 3:6-9	d. Galatians 4:1-7	d. Galatians 5:1-12

- Choose one of the four sections above of Galatians.
- Use Bible Study Methods and prepare and preach these four sermons in your church.
- Each sermon should have: An introduction, a stated lesson idea in a full sentence, an outline using the three building blocks of facts, principles and applications, illustrations, and a conclusion.
- Bring a written summary of each sermon containing the following five pieces (see example on the right side of the table below).

<p><b>Summary Interpretation:</b></p> <ul style="list-style-type: none"> <li>• Include the reference of the passage you are studying</li> <li>• Include the summary interpretation <u>in full</u>. Notice that this is a full sentence. In <u>very</u> exceptional cases, you may use more than one sentence</li> <li>•</li> </ul>	<p><b>1 Tim. 5: 1-16</b></p> <p><b>Summary Interpretation:</b> Paul instructs Timothy in how to rebuke persons of different ages and how to ensure the well-being of widows</p>
<p><b>Topic:</b></p> <ul style="list-style-type: none"> <li>• Next, state <u>only</u> the topic of your lesson. Remember, the topic <u>may</u> not be exactly the subject of the summary interpretation. It may be what both subject and complement are talking about.</li> <li>•</li> </ul>	<p><b>Topic:</b> How to rebuke Christians and recompense widows</p>
<p><b>Lesson Idea:</b></p> <ul style="list-style-type: none"> <li>• Now, state your lesson idea. This is a sentence with a subject and complement.</li> <li>•</li> </ul>	<p><b>Lesson Idea:</b> We are to rebuke others with honor and repay widows with discretion</p>
<p><b>Lesson Outline:</b></p> <ul style="list-style-type: none"> <li>• Here, write the lesson outline. Every line of this outline should be marked with an "I," or "F," or "P," or "A," or "C."</li> <li>• For instance, in the example to the right, the message has: <ul style="list-style-type: none"> <li>○ An Introduction "I"</li> <li>○ Three points (all facts "F") each followed by a principle "P" and an application "A."</li> </ul> </li> <li>• And finally a conclusion "C."</li> </ul>	<p><b>Lesson Outline:</b></p> <p><b>I:</b> Honor is the foundation of all relationships. How do we practice this in rebuking others and in taking care of widows?</p> <p><b>F:</b> What is honor?</p> <p><b>F:</b> We honor others by rebuking them in line with their station in life</p> <p><b>F:</b> We recompense widow according to need and Christian service</p> <p><b>P:</b> We are to rebuke others with honor.</p> <p><b>P:</b> We are to recompense widows with discretion.</p> <p><b>A:</b> Practice rebuke appropriately</p> <p><b>A:</b> As a church, we will use this criterion in recompensing widows</p> <p><b>A:</b> if you have parents or grandparents who are widowed, support them</p> <p><b>C:</b> Illustration of how to do this</p>

- Be prepared to preach one of the messages you prepared in 30 minutes in class seven. Each morning of class seven, the class will draw lots and one student will have 30 minutes to preach his message. The class will evaluate these as a learning exercise. No excuses will be accepted for not preaching. If your name is drawn, you must preach, even if you have not prepared at all! Anyone not willing to preach will be put on immediate probation! This evaluation includes:
  - Four sermon outlines prepared and turned in.
  - Did student preach these in his church? (Y/N) \_\_\_\_\_
  - All four parts included in each outline.
  - Parts marked correctly with an "I," or "F," or "P," or "A," or "C."
  - Interpretation, topic, idea, and outline are accurate from the passage.
  - Student preached if called upon.

#### 11. 6.11 Accountability Partner (5 grading points)

Continue to meet with your accountability partner at least every other week either in person or on the phone or communication through the internet. Hold each other lovingly accountable to continue to set new goals and make progress on your legacy.

12. **6.12 Course Exam (10 grading points)**  
Master the material in Course 6. Study for the exam and receive an appropriate score on your exam
13. **6.16 Reading and Research Reports (15 grading points)**  
Read 2 books (or the equivalent number of articles) related to this term's subject(s). To develop and reinforce the habit of life-long learning through personal reading and research, students are required to identify relevant reading for which they write research notes and appropriate bibliography information to use in speaking or writing when quoting or paraphrasing the ideas of others. Students may choose books and articles from, but not limited to, the course recommended reading list posted at [www.teleouniversity.org/readinglab](http://www.teleouniversity.org/readinglab). Complete one Reading and Research Report for each book or article (10 journal or web articles equal one book). Document the author, publisher, and bibliography information to create a proper source citation. Photocopy the Reading and Research forms in the Appendix or download PDF or Microsoft Word Reading and Research forms from [www.teleouniversity.org/readinglab](http://www.teleouniversity.org/readinglab).

#### **COURSE SCHEDULE:**

Complete the following units of study using the approved study group schedule set by your T-Net Training Center facilitator. All units and assignments are intended to be completed within the four month term.

- Unit 1 – Re-Orientation
- Student Preaching
- Unit 2 – How to Use the Church Planter Apprentice Training Manual
- Unit 3 – The Biblical Mandate for Saturation Church Planting
- Unit 4 – LAB: Study “Practical Lessons for a Church Planter”
- Unit 5 – Disciple Making in Churches with Different Structures
- Unit 6 – Model Church Planter Apprentice Meeting
- Unit 7 – LAB: Students Role Play Church Planter Apprentice Meetings
- Student Preaching
- Unit 8 – Preparing to Teach Course 2, General Coaching Points
- Unit 9 – Teaching Course 2, Part 1: SCP / DMM / DBS Groups
- Unit 10 – Teaching C2, Part 2: Intentional Disciple Making Principles
- Unit 11 – Teaching Course 2, Part 3: Come and See DBS Groups
- Unit 12 – Course 2: Assignments
- Student Preaching
- Unit 13 – The Product of Disciple Making
- Unit 14 – Definition and Recipe LAB, Steps 1-3
- Unit 15 – Definition and Recipe LAB, Step 4
- Unit 16 – Definition and Recipe LAB, Step 5
- Unit 17 – Definition and Recipe LAB, Step 6
- Unit 18 – Definition and Recipe LAB, Step 7
- Student Preaching
- Unit 19 – Disciple Making Church Infrastructure
- Unit 20 – Building Relationships That Make Disciples
- Unit 21 – Building Ministries That Make Disciples
- Unit 22 – Developing Disciple Making Infrastructure
- Unit 23 – Infrastructure Diagramming LAB
- Student Preaching
- Unit 24 – How Churches Grow
- Unit 25 – Make Your Own Plan

#### **COURSE PROCEDURES AND POLICIES:**

1. **Participation Policy**  
Teleo University students must participate in local study groups called T-Net Training Centers to complete assignments and enjoy vibrant student life interaction. By gathering in study groups, students benefit from collaboration with fellow students and facilitators who have studied and applied this curriculum in their ministries. Finally, every student must assume the disciple making mindset of training other pastors and church leaders (2 Timothy 2:2). Students form training teams to facilitate new T-Net Training Center study groups to fulfill the teaching practicum requirements.
2. **Academic Honesty:**  
In the spirit of truth and honesty as espoused by our Lord Jesus Christ, Teleo University seeks to maintain an atmosphere where high ethical standards prevail. Teleo University condemns academic dishonesty. Behavior such as cheating, plagiarizing, or data fabrication will result in disciplinary action and possible dismissal from the program (plagiarism is presenting another's words or ideas as one's own without properly crediting the source).
3. **Style Guide for Academic Writing:**  
Teleo University has created a Style Guide for Academic Writing adapted from the [MLA](#) (Modern Language Association) style guide. Use the university style guide when writing papers for all courses.
4. **Spelling and Grammar Checker Setup:**  
Teleo University urges students to use Microsoft Office products and engage the grammar and spelling Editor functions. Students are also encouraged to download and use the FREE version of Grammarly.

Consider suggestions from these tools but remember that the grammar checkers will not necessarily find or provide the correct help for every error.

5. **Copyright Protected Materials:**

Teleo University, as a nonprofit educational institution, is entitled by law to use materials protected by the US Copyright Act for classroom education. Any use of those materials outside the class may violate the law.

6. **Teleo University Copyright Statement**

All course materials contained herein are the sole property of Teleo University and are not to be provided to any persons or organizations except upon the expressed, written consent of the university. Students enrolled in a given course automatically have access to all materials in that course but are not permitted to sell or distribute the materials beyond their local church or house church network.

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**COURSE DESCRIPTION: FP452.4 Field Project Implementation in the Local Church**

The Field Project for the Pastoral Ministry program documents how the pastor or staff have implemented the intentional disciple making principles and actionable steps in the local church. Documenting field project implementation is the focus during terms 3-8 of the program. The student will gather data to document and monitor results of implantation steps taken to revitalize the local church as a disciple making church: worship attendance, average weekly giving, disciple making leadership training, disciple making group multiplication, training church members in evangelism and Bible study methods, Outreach Come and See (house church) apprentices and house church plants, writing and employing a sequential biblical definition of a disciple and corresponding small group curriculum, and Great Commission expansion. (*FP452 spans six terms for a total of 3 credit hours.*)

**Credits:** .5 credit hours (40 hours of designated learning activity or academic engagement per credit hour)

**COURSE LEARNING OUTCOMES:**

The Field Project in local church revitalization supports the following program outcomes.

- Learn to revitalize the church to become an intentional disciple making church
- Gain knowledge and expertise in directing sequential disciple making small groups
- Experience personal transformation and spiritual formation as a disciple who seeks to make disciples
- Implement an intentional disciple making philosophy of ministry for the local church
- Develop the skills and knowledge required to be an effective pastoral leader
- Multiply ministry by training and developing lay leaders, church planters, and other pastors

**COURSE RESOURCES:****Required Textbook(s)**

*Follow Me Phase Discovery Bible Study (Lesson Guide)* Version 7. T-Net International, 2019.

*Tier 1 Auxiliary Training Manual.* Version 7.1 T-Net International, 2020.

*DBS-DisciplePath Scripture: Come and See Phase.* Version 7. T-Net International, 2020.

*Personal Evangelism Training Course .* Version 7. T-Net International, 2020.

*Steps Toward Spiritual Growth .* Version 7. T-Net International, 2020.

*Bible Study Methods Training Course.* Version 7. T-Net International, 2020.

*Church Planter Apprentice Training .* Version 7.1 T-Net International, 2020.

*Model Recipe for Disciple Making.* Version 7.1 T-Net International, 2020.

**Recommended Resource** (visit [www.teleouniversity.org/readinglab](http://www.teleouniversity.org/readinglab) for additional program bibliography)

*Apprenticing Disciple Makers and Church Planters.* Version 7.1 T-Net International, 2020.

**COURSE REQUIREMENTS / ASSIGNMENTS / GRADING:**

(*FP452 spans six terms for a total of 3 credit hours and is Pass/Fail grading.*)

**6.13 Ministry Data Sheets (Field Project Implementation)**

Implement disciple making in your local church and record the results of this implementation in the Data Sheets course by course. Complete the full Ministry Data Sheets. Do not leave any blank empty. Bring **Data Sheets and folders of students you are teaching** to class with you. Women taking this course with their spouse must fill out their own Data Sheet even though most data will be the same.

**COURSE SCHEDULE:**

Complete Filed Project documentation of the following units within each four month term supported by monthly coaching provided by a T-Net Training Center study group facilitator.

Unit 1 – Worship attendance

Unit 2 – Average weekly giving

Unit 3 – Disciple making leadership training

Unit 4 – Disciple making group multiplication

Unit 5 – Training church members in evangelism and Bible study methods

Unit 6 – Great Commission expansion

Unit 7 – Outreach Come and See (house church) apprentices and house church plants

Unit 8 – Written sequential biblical definition of a disciple and corresponding small group curriculum

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**COURSE DESCRIPTION: TP472 Teaching Practicum: Apprenticing Disciple Makers and Church Planters**

In these teaching practicums, a student must recruit pastors from a selected region to participate in a T-Net Training Center study group to learn what the student has been taught and implemented in his/her ministry. Typically, two or three students will form a training team where each student has recruited 5 or more pastors to attend the Tier 1 Training Center study group. Sessions are divided between the training team. However, each student is responsible to review and prepare as if they were to facilitate every session. These facilitators have already taught this material to leaders within their churches. However, by becoming trainers to their peers, their learning heightens as they prepare to facilitate this cohort learning experience. See the following definition of the Teaching Practicum Facilitators:

**Teaching Practicum Facilitators**

Each Teleo-Network (T-Net) Training Center study group has a lead trainer and one or more assistant trainers who serve as the facilitators of the distance education course. All students are given all the lecture notes and resources created by Teleo University faculty and subject experts. Therefore, in theory, no student would need a lecturer or training class to complete the program of study. However, Teleo University is committed to a cohort discipleship learning model where there are one or more trainer/facilitators who have implemented and applied the principles taught in the curriculum. The discipleship model also requires that each student train others in what they have received. Therefore, every student is trained as a trainer. They train the members of their church, they train new church planters, and they assist as part of a cohort facilitator team to train other pastors.

**Credits:** 2 credit hours (45 hours of designated learning activity or academic engagement per credit hour)

**COURSE LEARNING OUTCOMES:**

The Teaching Practicum of coaching and facilitating a study group for a next generation of students supports the following program outcomes.

- Gain mastery of curriculum content learned as a student, used as a pastoral practitioner, taught to peers as a T-Net Training Center study group facilitator
- Experience effective training techniques for life-on-life apprenticing and disciple making
- Experience effective training techniques for clusters and small group education
- Experience effective training techniques for classroom and mid-sized group education

**PROGRAM OUTCOMES:**

**Program Outcomes Addressed:** This course supports the following program outcomes.

- Multiply ministry by training and developing lay leaders, church planters, and other pastors

**COURSE RESOURCES:****Required Textbook(s)**

*Tier 1 Auxiliary Training Manual.* Version 7.1 T-Net International, 2020.

*Apprenticing Disciple Makers and Church Planters.* Version 7.1 T-Net International, 2020.

*Foundations for a Disciple Making Church.* Version 7. T-Net International, 2020.

**COURSE REQUIREMENTS / ASSIGNMENTS / GRADING:**

*(Teaching Practicums are graded Pass/Fail.)*

**6.14 Teaching Course 2 (Teaching Practicum)**

All Tier 1 students are required to recruit and “train” next-generation students and “coach” each of these students to implement what they have learned and to recruit and train other pastors in a next-generation Tier 1 Training Center or Certificate of Christian Ministry Training Center (with permission from the country director). Train your next-generation training center by teaching or co-teaching all of Course 2 or CCM C-2 to your students. Make a folder for each of your students and keep accurate records on each one. **Provision for women whose denomination or culture restricts them from leading men:** These female students are responsible to study material to be taught and to come to this next-generation training to help trainers and to coach other female students, but will not teach any sessions or be graded for doing so.

**COURSE SCHEDULE:**

The teaching practicum involves mastering all the content represented below and empowering your next-generation training center students to succeed in the following areas within the four month term by facilitating or co-facilitating the scheduled T-Net Training Center study group sessions.

Unit 1 – Auxiliary Manual: Policies, Assignments, tnetcenter.com

Unit 2 – Course Summary and Overview

Unit 3 – What Does Finishing the Great Commission Look Like?

Unit 4 – Overview of the Tier 1 Training Process

Unit 5 – Principles of Financial Stewardship in the Local Church

Unit 6 – Nine Steps to Increase Giving

Unit 7 – Four Sermons on Giving

Unit 8 – Benefits of Teaching Stewardship to Your Church  
Unit 9 – Counting the Cost of Discipleship  
Model Sermon 1  
Unit 10 – An In-Depth look at the Gt. Commission  
Unit 11 – Christ’s Training Phases  
Unit 12 – Personal Spiritual Journey Evaluation  
Unit 13 – Training Your Initial Disciple Maker  
Unit 14 – Model Follow Me Discovery Bible Study (DBS) Group  
Unit 15 – Students Prepare to Lead Follow Me DBS  
Unit 16 – Students Lead a Follow Me DBS Group  
Unit 17 – Evaluation and Coaching Follow Me DBS  
Unit 18 – Planning Your Model Follow Me Group  
Model Sermon 2  
Unit 19 – Teaching and Learning Cross-Culturally  
Unit 20 – Building a Spiritual Growth Pathway  
Unit 21 – Revival that Reforms  
Model Sermon 3  
Unit 22 – Building Commitment  
Unit 23 – Biblical Study of Priorities  
Model Sermon 4  
Unit 24 – Promoting Your Own Training Center

### **COURSE PROCEDURES AND POLICIES:**

- 1. Participation Policy**

Teleo University students must participate in local study groups called T-Net Training Centers to complete assignments and enjoy vibrant student life interaction. By gathering in study groups, students benefit from collaboration with fellow students and facilitators who have studied and applied this curriculum in their ministries. Finally, every student must assume the disciple making mindset of training other pastors and church leaders (2 Timothy 2:2). Students form training teams to facilitate new T-Net Training Center study groups to fulfill the teaching practicum requirements.
- 2. Academic Honesty:**

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- 3. Style Guide for Academic Writing:**

Teleo University has created a Style Guide for Academic Writing adapted from the [MLA](#) (Modern Language Association) style guide. Use the university style guide when writing papers for all courses.
- 4. Spelling and Grammar Checker Setup:**

Teleo University urges students to use Microsoft Office products and engage the grammar and spelling Editor functions. Students are also encouraged to download and use the FREE version of Grammarly. Consider suggestions from these tools but remember that the grammar checkers will not necessarily find or provide the correct help for every error.
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**COURSE DESCRIPTION: MP461.2 Coaching and Supervising a 1st Generation Training Center**

In the Bachelor of Pastoral Ministry Pastoral Major program a student must recruit, facilitate or assist in facilitating a Training Center study group and “coach” five students to each recruit and train five other pastors in a next-generation Training Center study group. During this Ministry Practicum next generation students are coached and supervised to successfully understand the content of the Term 2 textbook, *Apprenticing Disciple Makers and Church Planters*, and complete the required assignments. Through this Ministry Practicum students learn to accomplish more through leading others than through direct ministry involvement. (MP461 spans six terms for a total of 3 credit hours.)

**Credits:** .5 credit hours (40 hours of designated learning activity or academic engagement per credit hour)

**COURSE LEARNING OUTCOMES:**

The Ministry Practicum of coaching and supervising a next generation of students supports the following program outcomes.

- Empower students as trainers and equippers who multiply disciple making training and saturation church planting to finish the Great Commission.
- Recruit and train existing pastors and church leaders so they need not leave their current ministry positions but can apply their learning in their churches.
- Multiply ministry by training and developing lay leaders, church planters, and other pastors
- Training pastors and church leaders to revitalize local churches as disciple making churches.
- Work with other pastors and church leaders on *finishing* the Great Commission within defined areas and regions.

**COURSE RESOURCES:****Required Textbook(s)**

*Tier 1 Auxiliary Training Manual*. Version 7.1 T-Net International, 2020.

*Apprenticing Disciple Makers and Church Planters*. Version 7. T-Net International, 2020.

*Foundations for a Disciple Making Church*. Version 7. T-Net International, 2020.

**COURSE REQUIREMENTS / ASSIGNMENTS / GRADING:**

(MP461 spans six terms for a total of 3 credit hours and is Pass/Fail grading.)

**6.15 Trainer-Student Monthly Coaching (Coaching and Supervising a 1st Generation Training Center)**

Coach and supervise your next-generation training center students once each month for four months by making monthly coaching contacts with each assigned student. Meet in clusters of 2-3 or individually either face to face, video, or phone. Use the Monthly Coaching “Action Step Checklist” as a guide to coach your students to complete their training center assignments. **NOTE:** many of the extended training schedule formats allow for trainer-student monthly coaching before or after a training meeting or during lunch breaks.

**COURSE SCHEDULE:**

The ministry practicum involves coaching and supervising your next-generation training center students to succeed in the following areas within the four month term supported by participation in the scheduled T-Net Training Center study group sessions and by personal monthly coaching and supervision provided by a T-Net Training Center study group facilitator or assistant facilitator.

Unit 1 – Disciple making leadership training in a Model Follow Me Group

Unit 2 – Future training center prospects

Unit 3 – Grammar Refresher

Unit 4 – Recruit Outreach Come and See DBS leaders

Unit 7 – Understanding content of the textbook, *Apprenticing Disciple Makers and Church Planters*.

Unit 8 – Field Project Formation and Ministry Data Sheets

## BACHELOR OF PASTORAL MINISTRY – TERM 7



### ML432 WHOLE CHURCH DISCIPLE MAKING T-Net School of Theology TERM 7 COURSE SYLLABUS

#### **COURSE DESCRIPTION: ML432 Whole Church Disciple Making**

In this course, students learn how to train leaders in their church to lead various small groups to grow disciples sequentially and effectively from spiritual birth to maturity as Christ-followers. Students learn how to mobilize 60% - 95% of their church members into weekly intentional disciple making small groups and use apprentice training to multiply disciple making leaders in their church. Since implementing change is challenging within organizations, students learn how to do so graciously and effectively. Students also learn how to facilitate Course 3 to the pastors attending their training center and coach their church planter apprentices.

**Credits:** 7 credits (45 hours of designated learning activity or academic engagement per credit hour)

#### **COURSE LEARNING OUTCOMES:**

As a result of this course, the student will be able to:

- Train disciple making small group leaders for their entire church
- See 50%–80% of their people in intentional disciple making groups every week
- Train other pastors in evangelism and world religions
- Train other pastors to coach church planting apprentices
- Continue the planting or training church planters
- Win additional converts to Christ and their church

#### **PROGRAM OUTCOMES:**

This course supports the following program outcomes.

- Develop skills in Bible study methods, preaching, and teaching
- Learn to revitalize the church to become an intentional disciple making church
- Gain knowledge and expertise in directing sequential disciple making small groups
- Experience personal transformation and spiritual formation as a disciple who seeks to make disciples
- Implement an intentional disciple making philosophy of ministry for the local church
- Develop the skills and knowledge required to be an effective pastoral leader
- Multiply ministry by training and developing lay leaders, church planters, and other pastors

#### **COURSE RESOURCES:**

##### **Required Textbook(s)**

*Developing Leaders and Launching Ministries*. Version 7. T-Net International, 2020.  
*Tier 1 Auxiliary Training Manual*. Version 7.1 T-Net International, 2020.

**Recommended Reading** (visit [www.teleouniversity.org/readinglab](http://www.teleouniversity.org/readinglab) for additional program bibliography)

Anyabwile, Thabiti M. *Finding Elders and Deacons*

Tripp, Paul David. *Lead: 12 Gospel Principles for Leadership in the Church*

Wilson, Jared. *The Pastor's Justification*

#### **Libraries**

1. **Teleo University provides an online library accessible through the My Teleo webpage:**  
<https://www.teleouniversity.org/my-teleo>  
Students are encouraged to access recommended reading and research books and journal articles related to the course content using the universities online library.
2. Local libraries are additional sources for information and research. Ask your group facilitator for local language library resources. Possibilities include:
  - Local colleges, seminaries, and universities
  - Public libraries
  - Church libraries, pastors' libraries, and other professionals' libraries

#### **COURSE REQUIREMENTS / ASSIGNMENTS / GRADE POINTS:**

##### **1. 7.1 Participation and Monthly Coaching (10 grading points)**

Student fully participated in the T-Net Training Center study group and has written record of coaching call dates and notes in the Auxiliary Manual **Monthly Coaching "Action Step Checklist"** for this term.

##### **Reading/Lecture Notes/ Group Discussions**

Students are provided with all lecture notes and required to read and master all the material presented in the course manual (textbook). By completing the assigned reading, the students make significant contributions to the study group discussions and become better prepared to teach the material to their church leaders. They also begin to master the program content to prepare to become study group facilitators, mentors, and coaches for future students.

2. **7.2 Deploy Model Follow Me Group Graduates (5 grading points)**  
Deploy graduates of your Model Follow Me group to lead Follow Me groups, Come and See groups, and Be with Me groups. Be sure you have all three kinds of small groups available for your church members when you implement your “Congregation-wide launch” of small groups. Be sure that Follow Me groups include the use of DBS Follow Me or other approved curriculum and that members attend training for Bible Study Methods and personal evangelism or that these two seminars are taught in the Follow Me group. Be sure Come and See level 2 groups offer personal evangelism training or that members attend this training. Be sure every group leader has at least one apprentice leader.
3. **7.3 Train a Be with Me Group Leader (5 grading points)**  
Train at least one small group leader to lead a Be with Me (BM) group and prepare him/her to lead one during and after the church-wide launch..
4. **7.4 Church-Wide Launch of Disciple Making Small Groups (5 grading points)**  
Implement your church-wide launch of small groups and recruit at least 80% of your adult worship attendees to attend a group for at least 8 weeks. Do all you can to end up with at least 60% ongoing attendance in these disciple making small groups. (Alternative for students who are not the senior pastor – You must plan this with a senior pastor and make some of the announcements yourself. You will receive the same grade as your pastor).
5. **7.5 Launch New Outreach Come and See DBS Groups (5 grading points)**  
Release one or more apprentices from your Model Outreach Come and See group to launch new Outreach “Come and See” Discovery Bible Study groups that meet 6-10 times before Course 8. If you are using a “house church” model, these Outreach Come and See group will be your house church plants. Continue to meet with your Outreach Come and See group leaders in a Model Follow Me group until they have completed all the manuals and courses listed in Assignment 6.2.
  - **Provision:** Women who are restricted from training men will lead an Outreach Come and See group made up of women.
  - (Alternative for non-pastors – You must lead or co-lead an Outreach Come and See group).
6. **7.6 Church Planter Apprentice Training (10 grading points)**  
Select 1-4 of your Outreach Come and See home group leaders to train using the **Church Planter Apprentice Training** manual. Meet one-on-one or as a group and have 12 weekly apprenticeship meetings between courses 7 and 8. (Alternative for students who are not the senior pastor are the same as in assignment 2.5.)
7. **7.7 Disciple Making “Recipe” (5 grading points)**  
Recipe for a disciple is finished, and a finished copy is paid for and given to every member of the class. For this assignment, all students will get the same grade, benefiting or suffering equally for the work of the class and editing committee.
8. **7.8 Training Adult Congregation Members in Steps To Freedom in Christ (5 grading points)**  
Offer the Steps To Freedom In Christ course to the adults in your congregation either in a seminar or in small groups (If you desire, train some or all of the primary leaders from your Model Follow Me group then allow them to do this teaching in small groups).
  - Alternative for non-pastors – You must be in this training and must co-lead it
  - **Provision for women whose denomination or culture restricts them from leading men:** These women are not required to teach but must assist in facilitating the training course. They will receive a “4” for this assignment if they assist in this training.
9. **7.9 Adopt a Remote Training Center (5 grading points)**  
Continue to discuss plans with pastors in the training center you are teaching to adopt a (remote) part of your country appropriate to the generation of training you are in, and raise money and make plans to finish the Great Commission there, as you learned in your training. Coordinate with your T-Net country director and board to identify a specific location to start a training center in that region, a specific date to begin promotion, and a specific date to begin teaching Course 1 there.
10. **7.10 Sermon Outlines (15 grading points)**  
(Provision for women whose denomination or culture restricts them from leading men: These women are exempted from preaching in a church for this assignment, but not from preaching in class, unless cultural norms restrict it.)

Section One	Section Two	Section Three
a. 1 Peter 1:1-12	a. 1 Peter 2:18-25	a. 1 Peter 4:7-11
b. 1 Peter 1:13-25	b. 1 Peter 3:1-12	b. 1 Peter 4:12-19
c. 1 Peter 2:1-10	c. 1 Peter 3:13-22	c. 1 Peter 5:1-7
d. 1 Peter 2:11-17	d. 1 Peter 4:1-6	d. 1 Peter 5:8-14

- Choose one of the four sections above of Galatians.
- Use Bible Study Methods and prepare and preach these four sermons in your church.
- Each sermon should have: An introduction, a stated lesson idea in a full sentence, an outline using the three building blocks of facts, principles and applications, illustrations, and a conclusion.

- Bring a written summary of each sermon containing the following five pieces (see example on [the right side](#) of the table below.

<p><b>Summary Interpretation:</b></p> <ul style="list-style-type: none"> <li>• Include the reference of the passage you are studying</li> <li>• Include the summary interpretation <u>in full</u>. Notice that this is a full sentence. In <u>very</u> exceptional cases, you may use more than one sentence</li> </ul>	<p><b>1 Tim. 5: 1-16</b></p> <p><b>Summary Interpretation:</b> Paul instructs Timothy in how to rebuke persons of different ages and how to ensure the well-being of widows</p>
<p><b>Topic:</b></p> <ul style="list-style-type: none"> <li>• Next, state <u>only</u> the topic of your lesson. Remember, the topic <u>may</u> not be exactly the subject of the summary interpretation. It may be what both subject and complement are talking about.</li> </ul>	<p><b>Topic:</b> How to rebuke Christians and recompense widows</p>
<p><b>Lesson Idea:</b></p> <ul style="list-style-type: none"> <li>• Now, state your lesson idea. This is a sentence with a subject and complement.</li> </ul>	<p><b>Lesson Idea:</b> We are to rebuke others with honor and repay widows with discretion</p>
<p><b>Lesson Outline:</b></p> <ul style="list-style-type: none"> <li>• Here, write the lesson outline. Every line of this outline should be marked with an "I," or "F," or "P," or "A," or "C."</li> <li>• For instance, in the example to the right, the message has: <ul style="list-style-type: none"> <li>○ An Introduction "I"</li> <li>○ Three points (all facts "F") each followed by a principle "P" and an application "A."</li> </ul> </li> <li>• And finally a conclusion "C."</li> </ul>	<p><b>Lesson Outline:</b></p> <p><b>I:</b> Honor is the foundation of all relationships. How do we practice this in rebuking others and in taking care of widows?  <b>F:</b> What is honor?  <b>F:</b> We honor others by rebuking them in line with their station in life  <b>F:</b> We recompense widow according to need and Christian service  <b>P:</b> We are to rebuke others with honor.  <b>P:</b> We are to recompense widows with discretion.  <b>A:</b> Practice rebuke appropriately  <b>A:</b> As a church, we will use this criterion in recompensing widows  <b>A:</b> if you have parents or grandparents who are widowed, support them  <b>C:</b> Illustration of how to do this</p>

- Be prepared to preach one of the messages you prepared in 30 minutes in class seven. Each morning of class seven, the class will draw lots and one student will have 30 minutes to preach his message. The class will evaluate these as a learning exercise. No excuses will be accepted for not preaching. If your name is drawn, you must preach, even if you have not prepared at all! Anyone not willing to preach will be put on immediate probation! This evaluation includes:
  - Four sermon outlines prepared and turned in.
  - Did student preach these in his church? (Y/N) \_\_\_\_\_
  - All four parts included in each outline.
  - Parts marked correctly with an "I," or "F," or "P," or "A," or "C."
  - Interpretation, topic, Idea, and outline are accurate from the passage.
  - Student preached if called upon.

**11. 7.11 Accountability Partner (5 grading points)**

Continue to meet with your accountability partner at least every other week either in person or on the phone or internet. Hold each other lovingly accountable to continue to set new goals and make progress on your legacy.

**12. 7.12 Course Exam (10 grading points)**

Master the material in Course seven. Study for the exam and receive an appropriate score on your exam.

**13. 7.16 Reading and Research Reports (15 grading points)**

Read 2 books (or the equivalent number of articles) related to this term's subject(s). To develop and reinforce the habit of life-long learning through personal reading and research, students are required to identify relevant reading for which they write research notes and appropriate bibliography information to use in speaking or writing when quoting or paraphrasing the ideas of others. Students may choose books and articles from, but not limited to, the course recommended reading list posted at [www.teleouniversity.org/readinglab](http://www.teleouniversity.org/readinglab). Complete one Reading and Research Report for each book or article (10 journal or web articles equal one book). Document the author, publisher, and bibliography information to create a proper source citation. Photocopy the Reading and Research forms in the Appendix or download PDF or Microsoft Word Reading and Research forms from [www.teleouniversity.org/readinglab](http://www.teleouniversity.org/readinglab).

## **COURSE SCHEDULE:**

Complete the following units of study using the approved study group schedule set by your T-Net Training Center facilitator. All units and assignments are intended to be completed within the four month term.

- Course Overview and Assignment Review
- Student Preaching
- Unit 1 – Re-Orientation
- Unit 2 – Coaching Course 3 General coaching points
- Unit 3 – Coaching Course 3 Evangelism Training Course, Come and See Group Modeling
- Unit 4 – Coaching Course 3 Biblical Foundation of Evangelism, False Gospels, Major Religions
- Student Preaching
- Unit 5 – Finishing the Foundation
- Unit 6 – Finishing your Recipe (Full Review)
- Unit 7 – Leading Your Church Through Change 1
- Unit 8 – Leading Your Church Through Change 2
- Unit 9 – Preparing Infrastructure for a Church-wide Launch
- Unit 10 – Instructions for Church-wide Launch
- Unit 11 – Planning your Church-wide Launch
- Student Preaching
- Unit 12 – Preparing to Launch Phase 3 and 4 Groups
- Unit 13 – Developing curriculum for phases 3 and 4
- Unit 14 – Create a Monthly Be with Me DBS Schedule LAB
- Unit 15 – 4-Column Personal Study - DBS Preparation
- Unit 16 – Model Be with Me DBS Experience
- Unit 17 – Protecting your Legacy
- Student Preaching
- Unit 18 – Writing Lessons for Disciple Making Groups
- Unit 19 – Designing Curriculum to Make Disciples LAB
- Unit 20 – Multiplying to the next geographical level
- Student Preaching
- Unit 21 – Freedom in Christ Overview
- Unit 22 – Freedom in Christ Exercise and Debrief

## **COURSE PROCEDURES AND POLICIES:**

- 1. Participation Policy**

Teleo University students must participate in local study groups called T-Net Training Centers to complete assignments and enjoy vibrant student life interaction. By gathering in study groups, students benefit from collaboration with fellow students and facilitators who have studied and applied this curriculum in their ministries. Finally, every student must assume the disciple making mindset of training other pastors and church leaders (2 Timothy 2:2). Students form training teams to facilitate new T-Net Training Center study groups to fulfill the teaching practicum requirements.
- 2. Academic Honesty:**

In the spirit of truth and honesty as espoused by our Lord Jesus Christ, Teleo University seeks to maintain an atmosphere where high ethical standards prevail. Teleo University condemns academic dishonesty. Behavior such as cheating, plagiarizing, or data fabrication will result in disciplinary action and possible dismissal from the program (plagiarism is presenting another's words or ideas as one's own without properly crediting the source).
- 3. Style Guide for Academic Writing:**

Teleo University has created a Style Guide for Academic Writing adapted from the [MLA](#) (Modern Language Association) style guide. Use the university style guide when writing papers for all courses.
- 4. Spelling and Grammar Checker Setup:**

Teleo University urges students to use Microsoft Office products and engage the grammar and spelling Editor functions. Students are also encouraged to download and use the FREE version of Grammarly. Consider suggestions from these tools but remember that the grammar checkers will not necessarily find or provide the correct help for every error.
- 5. Copyright Protected Materials:**

Teleo University, as a nonprofit educational institution, is entitled by law to use materials protected by the US Copyright Act for classroom education. Any use of those materials outside the class may violate the law.
- 6. Teleo University Copyright Statement**

All course materials contained herein are the sole property of Teleo University and are not to be provided to any persons or organizations except upon the expressed, written consent of the university. Students enrolled in a given course automatically have access to all materials in that course but are not permitted to sell or distribute the materials beyond their local church or house church network.

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**COURSE DESCRIPTION: FP452.5 Field Project Implementation in the Local Church**

The Field Project for the Pastoral Ministry program documents how the pastor or staff have implemented the intentional disciple making principles and actionable steps in the local church. Documenting field project implementation is the focus during terms 3-8 of the program. The student will gather data to document and monitor results of implantation steps taken to revitalize the local church as a disciple making church: worship attendance, average weekly giving, disciple making leadership training, disciple making group multiplication, training church members in evangelism and Bible study methods, Outreach Come and See (house church) apprentices and house church plants, writing and employing a sequential biblical definition of a disciple and corresponding small group curriculum, and Great Commission expansion. (*FP452 spans six terms for a total of 3 credit hours.*)

**Credits:** .5 credit hours (40 hours of designated learning activity or academic engagement per credit hour)

**COURSE LEARNING OUTCOMES:**

The Field Project in local church revitalization supports the following program outcomes.

- Learn to revitalize the church to become an intentional disciple making church
- Gain knowledge and expertise in directing sequential disciple making small groups
- Experience personal transformation and spiritual formation as a disciple who seeks to make disciples
- Implement an intentional disciple making philosophy of ministry for the local church
- Develop the skills and knowledge required to be an effective pastoral leader
- Multiply ministry by training and developing lay leaders, church planters, and other pastors

**COURSE RESOURCES:****Required Textbook(s)**

*Follow Me Phase Discovery Bible Study (Lesson Guide)* Version 7. T-Net International, 2019.

*Tier 1 Auxiliary Training Manual.* Version 7.1 T-Net International, 2020.

*DBS-DisciplePath Scripture: Come and See Phase.* Version 7. T-Net International, 2020.

*Personal Evangelism Training Course .* Version 7. T-Net International, 2020.

*Steps Toward Spiritual Growth .* Version 7. T-Net International, 2020.

*Bible Study Methods Training Course.* Version 7. T-Net International, 2020.

*Church Planter Apprentice Training .* Version 7.1 T-Net International, 2020.

*Model Recipe for Disciple Making.* Version 7.1 T-Net International, 2020.

*Be With Me DBS Groups .* Version 7.1 T-Net International, 2020.

**Recommended Resource** (visit [www.teleouniversity.org/readinglab](http://www.teleouniversity.org/readinglab) for additional program bibliography)

*Apprenticing Disciple Makers and Church Planters.* Version 7.1 T-Net International, 2020.

**COURSE REQUIREMENTS / ASSIGNMENTS / GRADING:**

(*FP452 spans six terms for a total of 3 credit hours and is Pass/Fail grading.*)

**7.13 Ministry Data Sheets (Field Project Implementation) FP652**

Implement disciple making in your local church and record the results of this implementation in the Data Sheets course by course. Complete the full Ministry Data Sheets. Do not leave any blank empty. Bring **Data Sheets and folders of students you are teaching** to class with you. Women taking this course with their spouse must fill out their own Data Sheet even though most data will be the same.

**COURSE SCHEDULE:**

Complete Filed Project documentation of the following units within each four month term supported by monthly coaching provided by a T-Net Training Center study group facilitator.

Unit 1 – Worship attendance

Unit 2 – Average weekly giving

Unit 3 – Disciple making leadership training

Unit 4 – Disciple making group multiplication

Unit 5 – Training church members in evangelism and Bible study methods

Unit 6 – Great Commission expansion

Unit 7 – Outreach Come and See (house church) apprentices and house church plants

Unit 8 – Written sequential biblical definition of a disciple and corresponding small group curriculum

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**COURSE DESCRIPTION: TP473 Teaching Practicum: Evangelism and World Religions**

In these teaching practicums, a student must recruit pastors from a selected region to participate in a T-Net Training Center study group to learn what the student has been taught and implemented in his/her ministry. Typically, two or three students will form a training team where each student has recruited 5 or more pastors to attend the Tier 1 Training Center study group. Sessions are divided between the training team. However, each student is responsible to review and prepare as if they were to facilitate every session. These facilitators have already taught this material to leaders within their churches. However, by becoming trainers to their peers, their learning heightens as they prepare to facilitate this cohort learning experience. See the following definition of the Teaching Practicum Facilitators:

**Teaching Practicum Facilitators**

Each Teleo-Network (T-Net) Training Center study group has a lead trainer and one or more assistant trainers who serve as the facilitators of the distance education course. All students are given all the lecture notes and resources created by Teleo University faculty and subject experts. Therefore, in theory, no student would need a lecturer or training class to complete the program of study. However, Teleo University is committed to a cohort discipleship learning model where there are one or more trainer/facilitators who have implemented and applied the principles taught in the curriculum. The discipleship model also requires that each student train others in what they have received. Therefore, every student is trained as a trainer. They train the members of their church, they train new church planters, and they assist as part of a cohort facilitator team to train other pastors.

**Credits:** 2 credit hours (45 hours of designated learning activity or academic engagement per credit hour)

**COURSE LEARNING OUTCOMES:**

The Teaching Practicum of coaching and facilitating a study group for a next generation of students supports the following program outcomes.

- Gain mastery of curriculum content learned as a student, used as a pastoral practitioner, taught to peers as a T-Net Training Center study group facilitator
- Experience effective training techniques for life-on-life apprenticing and disciple making
- Experience effective training techniques for clusters and small group education
- Experience effective training techniques for classroom and mid-sized group education

**PROGRAM OUTCOMES:**

**Program Outcomes Addressed:** This course supports the following program outcomes.

- Multiply ministry by training and developing lay leaders, church planters, and other pastors

**COURSE RESOURCES:****Required Textbook(s)**

*Tier 1 Auxiliary Training Manual.* Version 7.1 T-Net International, 2020.

*Evangelism and World Religions.* Version 7. T-Net International, 2020.

*Developing Leaders and Launching Ministries.* Version 7. T-Net International, 2020.

**COURSE REQUIREMENTS / ASSIGNMENTS / GRADING:**

*(Teaching Practicums are graded Pass/Fail.)*

**7.14 Teaching Course 3 (Teaching Practicum)**

Train your next-generation training center by teaching or co-teaching all of Course 3 or CCM C-3 to your students. Make a folder for each of your students and keep accurate records on each one.

**Provision for women whose denomination or culture restricts them from leading men:** These female students are responsible to study material to be taught and to come to this next-generation training to help trainers and to coach other female students, but will not teach any sessions or be graded for doing so.

**COURSE SCHEDULE:**

The teaching practicum involves mastering all the content represented below and empowering your next-generation training center students to succeed in the following areas within the four month term by facilitating or co-facilitating the scheduled T-Net Training Center study group sessions.

Unit 1 – Auxiliary Manual: Policies, Assignments, tnetcenter.com

Unit 2 – Course Summary and Overview

Unit 3 – What Does Finishing the Great Commission Look Like?

Unit 4 – Overview of the Tier 1 Training Process

Unit 5 – Principles of Financial Stewardship in the Local Church

Unit 6 – Nine Steps to Increase Giving

Unit 7 – Four Sermons on Giving

Unit 8 – Benefits of Teaching Stewardship to Your Church

Unit 9 – Counting the Cost of Discipleship

Model Sermon 1

Unit 10 – An In-Depth look at the Gt. Commission  
 Unit 11 – Christ’s Training Phases  
 Unit 12 – Personal Spiritual Journey Evaluation  
 Unit 13 – Training Your Initial Disciple Maker  
 Unit 14 – Model Follow Me Discovery Bible Study (DBS) Group  
 Unit 15 – Students Prepare to Lead Follow Me DBS  
 Unit 16 – Students Lead a Follow Me DBS Group  
 Unit 17 – Evaluation and Coaching Follow Me DBS  
 Unit 18 – Planning Your Model Follow Me Group  
 Model Sermon 2  
 Unit 19 – Teaching and Learning Cross-Culturally  
 Unit 20 – Building a Spiritual Growth Pathway  
 Unit 21 – Revival that Reforms  
 Model Sermon 3  
 Unit 22 – Building Commitment  
 Unit 23 – Biblical Study of Priorities  
 Model Sermon 4  
 Unit 24 – Promoting Your Own Training Center

## **COURSE PROCEDURES AND POLICIES:**

### **1. Participation Policy**

Teleo University students must participate in local study groups called T-Net Training Centers to complete assignments and enjoy vibrant student life interaction. By gathering in study groups, students benefit from collaboration with fellow students and facilitators who have studied and applied this curriculum in their ministries. Finally, every student must assume the disciple making mindset of training other pastors and church leaders (2 Timothy 2:2). Students form training teams to facilitate new T-Net Training Center study groups to fulfill the teaching practicum requirements.

### **2. Academic Honesty:**

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### **3. Style Guide for Academic Writing:**

Teleo University has created a Style Guide for Academic Writing adapted from the [MLA](#) (Modern Language Association) style guide. Use the university style guide when writing papers for all courses.

### **4. Spelling and Grammar Checker Setup:**

Teleo University urges students to use Microsoft Office products and engage the grammar and spelling Editor functions. Students are also encouraged to download and use the FREE version of Grammarly. Consider suggestions from these tools but remember that the grammar checkers will not necessarily find or provide the correct help for every error.

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**COURSE DESCRIPTION: MP461.3 Coaching and Supervising a 1st Generation Training Center**

In the Bachelor of Pastoral Ministry Pastoral Major program a student must recruit, facilitate or assist in facilitating a Training Center study group and “coach” five students to each recruit and train five other pastors in a next-generation Training Center study group. During this Ministry Practicum next generation students are coached and supervised to successfully understand the content of the Term 3 textbook, *Evangelism and World Religions*, and complete the required assignments. Through this Ministry Practicum students learn to accomplish more through leading others than through direct ministry involvement. (MP461 spans six terms for a total of 3 credit hours.)

**Credits:** .5 credit hours (40 hours of designated learning activity or academic engagement per credit hour)

**COURSE LEARNING OUTCOMES:**

The Ministry Practicum of coaching and supervising a next generation of students supports the following program outcomes.

- Empower students as trainers and equippers who multiply disciple making training and saturation church planting to finish the Great Commission.
- Recruit and train existing pastors and church leaders so they need not leave their current ministry positions but can apply their learning in their churches.
- Multiply ministry by training and developing lay leaders, church planters, and other pastors
- Training pastors and church leaders to revitalize local churches as disciple making churches.
- Work with other pastors and church leaders on *finishing* the Great Commission within defined areas and regions.

**COURSE RESOURCES:****Required Textbook(s)**

*Tier 1 Auxiliary Training Manual*. Version 7.1 T-Net International, 2020.

*Evangelism and World Religions*. Version 7. T-Net International, 2020.

*Developing Leaders and Launching Ministries*. Version 7. T-Net International, 2020.

**COURSE REQUIREMENTS / ASSIGNMENTS / GRADING:**

(MP461 spans six terms for a total of 3 credit hours and is Pass/Fail grading.)

**7.15 Trainer-Student Monthly Coaching (Coaching and Supervising a 1st Generation Training Center)**

Coach and supervise your next-generation training center students once each month for four months by making monthly coaching contacts with each assigned student. Meet in clusters of 2-3 or individually either face to face, video, or phone. Use the Monthly Coaching “Action Step Checklist” as a guide to coach your students to complete their training center assignments. **NOTE:** many of the extended training schedule formats allow for trainer-student monthly coaching before or after a training meeting or during lunch breaks.

**COURSE SCHEDULE:**

The ministry practicum involves coaching and supervising your next-generation training center students to succeed in the following areas within the four month term supported by participation in the scheduled T-Net Training Center study group sessions and by personal monthly coaching and supervision provided by a T-Net Training Center study group facilitator or assistant facilitator.

Unit 1 – Disciple making leadership training in a Model Follow Me Group

Unit 2 – Evangelism training for primary leaders

Unit 3 – Evangelism training for adult members

Unit 4 – Launch Outreach Come and See DBS groups

Unit 5 – Future training center prospects

Unit 6 – Grammar Refresher

Unit 7 – Understanding content of the textbook, *Evangelism and World Religions*.

Unit 8 – Field Project Formation and Ministry Data Sheets

## BACHELOR OF PASTORAL MINISTRY – TERM 8



### PM443 GROWING A HEALTHY CHURCH T-Net School of Theology TERM 8 COURSE SYLLABUS

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#### **COURSE DESCRIPTION: PM443 Growing a Healthy Church**

In this course, students will learn church health and growth principles and bring correction and healing to unhealthy church issues. Students learn how to develop a disciple making philosophy of ministry for their church to unify church leaders and focus limited resources. They will learn how to develop a Ministry Community to sustain and disciple their disciple makers. Finally, they will increase their understanding of how to develop new leaders through apprentice training. Students also learn how to facilitate Course 4 to their training center pastors and help students effectively recruit others for next-generation training centers.

**Credits:** 8 credits (45 hours of designated learning activity or academic engagement per credit hour)

#### **COURSE LEARNING OUTCOMES:**

As a result of this course, the student will be able to:

- Protect their church from unhealthy disagreements and church splits
- Effectively disciple their disciple makers
- Develop apprentice training throughout their church and to multiply ministry leaders
- Understand church health and keep their church healthy
- Learn how to teach Course 4 to pastors in their training center
- See additional people come to faith in Christ and new church plants
- See their training center pastors finalize recruitment for next-generation pastor training centers

#### **PROGRAM OUTCOMES:**

This course supports the following program outcomes.

- Develop skills in Bible study methods, preaching, and teaching
- Learn to revitalize the church to become an intentional disciple making church
- Implement an intentional disciple making philosophy of ministry for the local church
- Develop the skills and knowledge required to be an effective pastoral leader
- Multiply ministry by training and developing lay leaders, church planters, and other pastors

#### **COURSE RESOURCES:**

##### **Required Textbook(s)**

*Managing and Multiplying Disciple Making Ministries*. Version 7. T-Net International, 2020.  
*Tier 1 Auxiliary Training Manual*. Version 7.1 T-Net International, 2020.

##### **Recommended Reading** (visit [www.teleouniversity.org/readinglab](http://www.teleouniversity.org/readinglab) for additional program bibliography)

Dever, Mark. *Nine Marks of a Healthy Church*

Garrison, David. *Church Planting Movements*

Stetzer, Ed and Daniel Im. *Planting Missional Churches*

Marshall, Colin and Tony Payne. *The Trellis and the Vine: The Ministry Mind Shift That Changes Everything*

Ott, Craig and Gene Wilson. *Global Church Planting: Biblical Principles and Best Practices for Multiplication*

#### **Libraries**

1. **Teleo University provides an online library accessible through the My Teleo webpage:**  
<https://www.teleouniversity.org/my-teleo>  
Students are encouraged to access recommended reading and research books and journal articles related to the course content using the universities online library.
2. Local libraries are additional sources for information and research. Ask your group facilitator for local language library resources. Possibilities include:
  - Local colleges, seminaries, and universities
  - Public libraries
  - Church libraries, pastors' libraries, and other professionals' libraries

#### **COURSE REQUIREMENTS / ASSIGNMENTS / GRADE POINTS:**

1. **8.1 Participation and Monthly Coaching (10 grading points)**  
Student fully participated in the T-Net Training Center study group and has written record of coaching call dates and notes in the Auxiliary Manual **Monthly Coaching "Action Step Checklist"** for this term.

##### **Reading/Lecture Notes/ Group Discussions**

Students are provided with all lecture notes and required to read and master all the material presented in the course manual (textbook). By completing the assigned reading, the students make significant contributions to the study group discussions and become better prepared to teach the material to their church leaders. They also begin to master the program content to prepare to become study group facilitators, mentors, and coaches for future students.

2. **8.2 Proto-Ministry Community Launch (5 grading points)**  
Initiate the Proto-Ministry Community with all of your small group leaders and meet two to six times before Course 9. You must meet in a Be with Me group with your disciple making leaders and also use one of the following two models to accomplish the five goals of a Ministry Community. (Alternative for students who are not the senior pastor: They must be in this proto-Ministry Community and also lead a small group or mid-sized group.)
  - Model 1 – The group meets for each week and does exclusive Be with Me group activities. But, on the fourth meeting of each month, it does a short Be with Me group plus it adds another 60 minutes to do the five goals of a Ministry Community.
  - Model 2 – The group meets every week (or at least twice monthly) to do Be with Me group activities and in the same meeting do the five goals of a Ministry Community..
3. **8.3 Mid-Sized Groups Launch (5 grading points)**  
If your church chooses to use mid-sized groups, train leaders and launch one or two mid-sized groups patterned after what was taught in this course. (NOTE: This is not a requirement for all students as some disciple making philosophy of ministries do not use mid-sized groups) Or, if the timing is appropriate, create a mid-sized group fellowship(s) by gathering Discovery Bible Study groups that have reached people of a different culture who do not or cannot attend the worship services church..
4. **8.4 Recruit to Groups (5 grading points)**  
Continue to recruit more persons into your disciple making pathway, ever increasing the percentage of members who are involved, until 60% to 75% are consistently involved in an intentional disciple making small group every week. Ensure that every small group has at least one apprentice and that these groups are multiplying every 12-24 months. (Alternative for students who are not the senior pastor – participate in a church that does this.)
5. **8.5 Church Planter Apprentice Training (5 grading points)**  
Select 1-4 of your Outreach Come and See home group leaders to train using the **Church Planter Apprentice Training** manual. Meet one-on-one or as a group and complete the remaining church planter (CP) apprentice lessons in 8-12 weekly apprenticeship meetings between courses 8 and 9. (Alternative for students who are not the senior pastor are the same as in assignment 2.5.)
6. **8.6 Disciple Making Recipe Distributed (5 grading points)**  
Give a printed copy of the Disciple Making “Recipe” to every leader and member of your church who can read and explain to them how to use it. Keep additional copies for new members and as they begin to regularly attend and teach them how to use it. This must become an ongoing activity of your church. Find a way for each person to pay for their own copy if possible. (Alternative for students who are not the senior pastor – participate in a church that does this.)
7. **8.7 Group Apprentices (5 grading points)**  
Ensure that every small group has one or more apprentices so that these groups can multiply every 12-24 months. (Alternative for students who are not the senior pastor – participate in a church that does this.)
8. **8.8 Stewardship Preaching (5 grading points)**  
Re-teach the stewardship material you were taught in Course 1. Implement all nine steps. Preach a four-week series on this as taught. Use different sermons this time. Be sure to use testimonies from persons who made commitments last year. Use signed commitment cards and the “Money-Back Guarantee” as taught for the highest score. Increase your weekly giving by at least 10%. (Alternatives for students who are not the senior pastor are the same as in the Course 1 assignment).
9. **8.9 Adopt a Remote Training Center (5 grading points)**  
Coordinate with your T-Net country director, board and other centers to finalize plans to adopt a (remote) part of your country appropriate to the generation of training you are in, and raise money and make plans to finish the Great Commission there, as you learned in your training. Plan a specific location to start a training center in that region, a specific date to begin promotion, and a specific date to begin teaching Course 1 there..
10. **8.10 Philosophy of Ministry Draft (5 grading points)**  
Lead your leaders to write and approve a rough draft of a disciple making philosophy of ministry with all six elements. Bring this, in writing, to Course 9. (Students who are not the senior pastor must help a pastor achieve this and will get the same grade as the pastor they help.).
11. **8.11 Numerical Growth Analysis (5 grading points)**  
Do an analysis of your numerical growth. Choose at least one application you feel would be most helpful. Bring the analysis and written plan for the application back to Course 9.
12. **8.12 Spiritual Growth Analysis (5 grading points)**  
Do an analysis of your spiritual growth. Choose at least one application you feel would be most helpful. Bring the analysis and written plan for the application back to Course 9.
13. **8.13 Sermon Outlines (10 grading points)**  
(Provision for women whose denomination or culture restricts them from leading men: These women are exempted from preaching in a church for this assignment, but not from preaching in class, unless cultural norms restrict it.)

Four passages
a. Matthew 14:14-21 – A Miracle
b. Luke 7:11-15 – A Miracle
c. Matthew 13:24-30 – A Parable
d. Matthew 17:1-13- A Narrative

- Choose one of the four sections above of Galatians.
- Use Bible Study Methods and prepare and preach these four sermons in your church.
- Each sermon should have: An introduction, a stated lesson idea in a full sentence, an outline using the three building blocks of facts, principles and applications, illustrations, and a conclusion.
- Bring a written summary of each sermon containing the following five pieces (see example on **the right side** of the table below).

<p><b>Summary Interpretation:</b></p> <ul style="list-style-type: none"> <li>• Include the reference of the passage you are studying</li> <li>• Include the summary interpretation <u>in full</u>. Notice that this is a full sentence. In <u>very</u> exceptional cases, you may use more than one sentence</li> </ul>	<p><b>1 Tim. 5: 1-16</b></p> <p><b>Summary Interpretation:</b> Paul instructs Timothy in how to rebuke persons of different ages and how to ensure the well-being of widows</p>
<p><b>Topic:</b></p> <ul style="list-style-type: none"> <li>• Next, state <u>only</u> the topic of your lesson. Remember, the topic <u>may</u> not be exactly the subject of the summary interpretation. It may be what both subject and complement are talking about.</li> </ul>	<p><b>Topic:</b> How to rebuke Christians and recompense widows</p>
<p><b>Lesson Idea:</b></p> <ul style="list-style-type: none"> <li>• Now, state your lesson idea. This is a sentence with a subject and complement.</li> </ul>	<p><b>Lesson Idea:</b> We are to rebuke others with honor and repay widows with discretion</p>
<p><b>Lesson Outline:</b></p> <ul style="list-style-type: none"> <li>• Here, write the lesson outline. Every line of this outline should be marked with an "I," or "F," or "P," or "A," or "C."</li> <li>• For instance, in the example to the right, the message has: <ul style="list-style-type: none"> <li>○ An Introduction "I"</li> <li>○ Three points (all facts "F") each followed by a principle "P" and an application "A."</li> </ul> </li> <li>• And finally a conclusion "C."</li> </ul>	<p><b>Lesson Outline:</b></p> <p><b>I:</b> Honor is the foundation of all relationships. How do we practice this in rebuking others and in taking care of widows?</p> <p><b>F:</b> What is honor?</p> <p><b>F:</b> We honor others by rebuking them in line with their station in life</p> <p><b>F:</b> We recompense widow according to need and Christian service</p> <p><b>P:</b> We are to rebuke others with honor.</p> <p><b>P:</b> We are to recompense widows with discretion.</p> <p><b>A:</b> Practice rebuke appropriately</p> <p><b>A:</b> As a church, we will use this criterion in recompensing widows</p> <p><b>A:</b> if you have parents or grandparents who are widowed, support them</p> <p><b>C:</b> Illustration of how to do this</p>

- Be prepared to preach one of the messages you prepared in 30 minutes in class seven. Each morning of class seven, the class will draw lots and one student will have 30 minutes to preach his message. The class will evaluate these as a learning exercise. No excuses will be accepted for not preaching. If your name is drawn, you must preach, even if you have not prepared at all! Anyone not willing to preach will be put on immediate probation! This evaluation includes:
  - Four sermon outlines prepared and turned in.
  - Did student preach these in his church? (Y/N) \_\_\_\_\_
  - All four parts included in each outline.
  - Parts marked correctly with an "I," or "F," or "P," or "A," or "C."
  - Interpretation, topic, Idea, and outline are accurate from the passage.
  - Student preached if called upon.

**14. 8.14 Accountability Partner (5 grading points)**

Continue to meet with your accountability partner at least every other week either in person or on the phone or internet. Hold each other lovingly accountable to continue to set new goals and make progress on your legacy.

**15. 8.15 Course Exam (10 grading points)**

Master the material in Course 8. Study for the exam and receive an appropriate score on your exam.

**16. 8.19 Reading and Research Reports (10 grading points)**

Read 2 books (or the equivalent number of articles) related to this term's subject(s). To develop and reinforce the habit of life-long learning through personal reading and research, students are required to identify relevant reading for which they write research notes and appropriate bibliography information to use in speaking or writing when quoting or paraphrasing the ideas of others. Students may choose books and articles from, but not limited to, the course recommended reading list posted at [www.teleouniversity.org/readinglab](http://www.teleouniversity.org/readinglab). Complete one Reading and Research Report for each book or article (10 journal or web articles equal one book). Document the author, publisher, and bibliography information to create a proper source citation. Photocopy the Reading and Research forms in the Appendix or download PDF or Microsoft Word Reading and Research forms from [www.teleouniversity.org/readinglab](http://www.teleouniversity.org/readinglab).

**COURSE SCHEDULE:**

Complete the following units of study using the approved study group schedule set by your T-Net Training Center facilitator. All units and assignments are intended to be completed within the four month term.

Course Overview  
Student Preaching  
Unit 1 – Re-Orientation  
Unit 2 – Multiplication by apprenticeship  
Unit 3 – The Ministry Community  
Student Preaching  
Unit 4 – General Coaching Point for Teaching Course 4  
Unit 5 – Coaching Course 4 Re-Orientation, Model Sermons and Orientation  
Unit 6-12 – Coaching Bible Study Methods, Course 4  
Unit 13 – Coaching Course 4 Assignments and Appendix  
Unit 14 – Model Ministry Community  
Student Preaching  
Unit 15 – Mid-sized groups  
Unit 16 – Model Mid-sized Group  
Unit 17 – Developing a Disciple Making Philosophy of Ministry (POM)  
Unit 18 – Lab, Design your POM  
Student Preaching  
Unit 19 – Strategies for Numerical Growth  
Unit 20 – Principles of Church Growth  
Student Preaching  
Unit 21 – Principles of Church Health (Principles 1-5)  
Unit 22 – Principles of Church Health (Principle 6)  
Unit 23 – Principles of Church Health (Principle 7)  
Unit 24 – Principles of Church Health (Principle 8)  
Course Summary and Assignment Review

**COURSE PROCEDURES AND POLICIES:**

**1. Participation Policy**

Teleo University students must participate in local study groups called T-Net Training Centers to complete assignments and enjoy vibrant student life interaction. By gathering in study groups, students benefit from collaboration with fellow students and facilitators who have studied and applied this curriculum in their ministries. Finally, every student must assume the disciple making mindset of training other pastors and church leaders (2 Timothy 2:2). Students form training teams to facilitate new T-Net Training Center study groups to fulfill the teaching practicum requirements.

**2. Academic Honesty:**

In the spirit of truth and honesty as espoused by our Lord Jesus Christ, Teleo University seeks to maintain an atmosphere where high ethical standards prevail. Teleo University condemns academic dishonesty. Behavior such as cheating, plagiarizing, or data fabrication will result in disciplinary action and possible dismissal from the program (plagiarism is presenting another's words or ideas as one's own without properly crediting the source).

**3. Style Guide for Academic Writing:**

Teleo University has created a Style Guide for Academic Writing adapted from the [MLA](#) (Modern Language Association) style guide. Use the university style guide when writing papers for all courses.

**4. Spelling and Grammar Checker Setup:**

Teleo University urges students to use Microsoft Office products and engage the grammar and spelling Editor functions. Students are also encouraged to download and use the FREE version of Grammarly. Consider suggestions from these tools but remember that the grammar checkers will not necessarily find or provide the correct help for every error.

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**COURSE DESCRIPTION: FP452.6 Field Project Implementation in the Local Church**

The Field Project for the Pastoral Ministry program documents how the pastor or staff have implemented the intentional disciple making principles and actionable steps in the local church. Documenting field project implementation is the focus during terms 3-8 of the program. The student will gather data to document and monitor results of implantation steps taken to revitalize the local church as a disciple making church: worship attendance, average weekly giving, disciple making leadership training, disciple making group multiplication, training church members in evangelism and Bible study methods, Outreach Come and See (house church) apprentices and house church plants, writing and employing a sequential biblical definition of a disciple and corresponding small group curriculum, development of a Ministry Community and a written disciple making philosophy of ministry, and Great Commission expansion. (*FP452 spans six terms for a total of 3 credit hours.*)

**Credits:** .5 credit hours (40 hours of designated learning activity or academic engagement per credit hour)

**COURSE LEARNING OUTCOMES:**

The Field Project in local church revitalization supports the following program outcomes.

- Learn to revitalize the church to become an intentional disciple making church
- Gain knowledge and expertise in directing sequential disciple making small groups
- Experience personal transformation and spiritual formation as a disciple who seeks to make disciples
- Implement an intentional disciple making philosophy of ministry for the local church
- Develop the skills and knowledge required to be an effective pastoral leader
- Multiply ministry by training and developing lay leaders, church planters, and other pastors

**COURSE RESOURCES:****Required Textbook(s)**

*Follow Me Phase Discovery Bible Study (Lesson Guide)* Version 7. T-Net International, 2019.

*Tier 1 Auxiliary Training Manual.* Version 7.1 T-Net International, 2020.

*DBS-DisciplePath Scripture: Come and See Phase.* Version 7. T-Net International, 2020.

*Personal Evangelism Training Course .* Version 7. T-Net International, 2020.

*Steps Toward Spiritual Growth .* Version 7. T-Net International, 2020.

*Bible Study Methods Training Course.* Version 7. T-Net International, 2020.

*Church Planter Apprentice Training .* Version 7.1 T-Net International, 2020.

*Model Recipe for Disciple Making.* Version 7.1 T-Net International, 2020.

*Be With Me DBS Groups .* Version 7.1 T-Net International, 2020.

**Recommended Resource** (visit [www.teleouniversity.org/readinglab](http://www.teleouniversity.org/readinglab) for additional program bibliography)

*Apprenticing Disciple Makers and Church Planters.* Version 7.1 T-Net International, 2020.

**COURSE REQUIREMENTS / ASSIGNMENTS / GRADING:**

(*FP452 spans six terms for a total of 3 credit hours and is Pass/Fail grading.*)

**8.16 Ministry Data Sheets (Field Project Implementation) FP652**

Implement disciple making in your local church and record the results of this implementation in the Data Sheets course by course. Complete the full Ministry Data Sheets. Do not leave any blank empty. Bring **Data Sheets and folders of students you are teaching** to class with you. Women taking this course with their spouse must fill out their own Data Sheet even though most data will be the same.

**COURSE SCHEDULE:**

Complete Filed Project documentation of the following units within each four month term supported by monthly coaching provided by a T-Net Training Center study group facilitator.

Unit 1 – Worship attendance

Unit 2 – Average weekly giving

Unit 3 – Disciple making leadership training

Unit 4 – Disciple making group multiplication

Unit 5 – Training church members in evangelism and Bible study methods

Unit 6 – Great Commission expansion

Unit 7 – Outreach Come and See (house church) apprentices and house church plants

Unit 8 – Written sequential biblical definition of a disciple and corresponding small group curriculum

Unit 9 – Development of a Ministry Community and a written disciple making philosophy of ministry

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**COURSE DESCRIPTION: TP474 Teaching Practicum: Bible Study Methods and Sermon Preparation**

In these teaching practicums, a student must recruit pastors from a selected region to participate in a T-Net Training Center study group to learn what the student has been taught and implemented in his/her ministry. Typically, two or three students will form a training team where each student has recruited 5 or more pastors to attend the Tier 1 Training Center study group. Sessions are divided between the training team. However, each student is responsible to review and prepare as if they were to facilitate every session. These facilitators have already taught this material to leaders within their churches. However, by becoming trainers to their peers, their learning heightens as they prepare to facilitate this cohort learning experience. See the following definition of the Teaching Practicum Facilitators:

**Teaching Practicum Facilitators**

Each Teleo-Network (T-Net) Training Center study group has a lead trainer and one or more assistant trainers who serve as the facilitators of the distance education course. All students are given all the lecture notes and resources created by Teleo University faculty and subject experts. Therefore, in theory, no student would need a lecturer or training class to complete the program of study. However, Teleo University is committed to a cohort discipleship learning model where there are one or more trainer/facilitators who have implemented and applied the principles taught in the curriculum. The discipleship model also requires that each student train others in what they have received. Therefore, every student is trained as a trainer. They train the members of their church, they train new church planters, and they assist as part of a cohort facilitator team to train other pastors.

**Credits:** 2 credit hours (45 hours of designated learning activity or academic engagement per credit hour)

**COURSE LEARNING OUTCOMES:**

The Teaching Practicum of coaching and facilitating a study group for a next generation of students supports the following program outcomes.

- Gain mastery of curriculum content learned as a student, used as a pastoral practitioner, taught to peers as a T-Net Training Center study group facilitator
- Experience effective training techniques for life-on-life apprenticing and disciple making
- Experience effective training techniques for clusters and small group education
- Experience effective training techniques for classroom and mid-sized group education

**PROGRAM OUTCOMES:**

**Program Outcomes Addressed:** This course supports the following program outcomes.

- Multiply ministry by training and developing lay leaders, church planters, and other pastors

**COURSE RESOURCES:****Required Textbook(s)**

*Tier 1 Auxiliary Training Manual.* Version 7.1 T-Net International, 2020.

*Bible Study Methods and Sermon Preparation.* Version 7 T-Net International, 2020.

*Managing and Multiplying Disciple Making Ministries.* Version 7. T-Net International, 2020.

**COURSE REQUIREMENTS / ASSIGNMENTS / GRADING:**

*(Teaching Practicums are graded Pass/Fail.)*

**8.17 Teaching Course 4 (Teaching Practicum)**

Train your next-generation training center by teaching or co-teaching all of Course 4 or CCM C-4 to your students. Make a folder for each of your students and keep accurate records on each one. **Provision for women whose denomination or culture restricts them from leading men:** These female students are responsible to study material to be taught and to come to this next-generation training to help trainers and to coach other female students, but will not teach any sessions or be graded for doing so.

**COURSE SCHEDULE:**

The teaching practicum involves mastering all the content represented below and empowering your next-generation training center students to succeed in the following areas within the four month term by facilitating or co-facilitating the scheduled T-Net Training Center study group sessions.

Unit 1 – Auxiliary Manual: Policies, Assignments, tnetcenter.com

Unit 2 – Course Summary and Overview

Unit 3 – What Does Finishing the Great Commission Look Like?

Unit 4 – Overview of the Tier 1 Training Process

Unit 5 – Principles of Financial Stewardship in the Local Church

Unit 6 – Nine Steps to Increase Giving

Unit 7 – Four Sermons on Giving

Unit 8 – Benefits of Teaching Stewardship to Your Church

Unit 9 – Counting the Cost of Discipleship

Model Sermon 1

Unit 10 – An In-Depth look at the Gt. Commission  
 Unit 11 – Christ’s Training Phases  
 Unit 12 – Personal Spiritual Journey Evaluation  
 Unit 13 – Training Your Initial Disciple Maker  
 Unit 14 – Model Follow Me Discovery Bible Study (DBS) Group  
 Unit 15 – Students Prepare to Lead Follow Me DBS  
 Unit 16 – Students Lead a Follow Me DBS Group  
 Unit 17 – Evaluation and Coaching Follow Me DBS  
 Unit 18 – Planning Your Model Follow Me Group  
 Model Sermon 2  
 Unit 19 – Teaching and Learning Cross-Culturally  
 Unit 20 – Building a Spiritual Growth Pathway  
 Unit 21 – Revival that Reforms  
 Model Sermon 3  
 Unit 22 – Building Commitment  
 Unit 23 – Biblical Study of Priorities  
 Model Sermon 4  
 Unit 24 – Promoting Your Own Training Center

## **COURSE PROCEDURES AND POLICIES:**

### **1. Participation Policy**

Teleo University students must participate in local study groups called T-Net Training Centers to complete assignments and enjoy vibrant student life interaction. By gathering in study groups, students benefit from collaboration with fellow students and facilitators who have studied and applied this curriculum in their ministries. Finally, every student must assume the disciple making mindset of training other pastors and church leaders (2 Timothy 2:2). Students form training teams to facilitate new T-Net Training Center study groups to fulfill the teaching practicum requirements.

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**COURSE DESCRIPTION: MP461.4 Coaching and Supervising a 1st Generation Training Center**

In the Bachelor of Pastoral Ministry Pastoral Major program a student must recruit, facilitate or assist in facilitating a Training Center study group and “coach” five students to each recruit and train five other pastors in a next-generation Training Center study group. During this Ministry Practicum next generation students are coached and supervised to successfully understand the content of the Term 4 textbook, *Bible Study Methods and Sermon Preparation*, and complete the required assignments. Through this Ministry Practicum students learn to accomplish more through leading others than through direct ministry involvement. (MP461 spans six terms for a total of 3 credit hours.)

**Credits:** .5 credit hours (40 hours of designated learning activity or academic engagement per credit hour)

**COURSE LEARNING OUTCOMES:**

The Ministry Practicum of coaching and supervising a next generation of students supports the following program outcomes.

- Empower students as trainers and equippers who multiply disciple making training and saturation church planting to finish the Great Commission.
- Recruit and train existing pastors and church leaders so they need not leave their current ministry positions but can apply their learning in their churches.
- Multiply ministry by training and developing lay leaders, church planters, and other pastors
- Training pastors and church leaders to revitalize local churches as disciple making churches.
- Work with other pastors and church leaders on *finishing* the Great Commission within defined areas and regions.

**COURSE RESOURCES:****Required Textbook(s)**

*Tier 1 Auxiliary Training Manual*. Version 7.1 T-Net International, 2020.

*Bible Study Methods and Sermon Preparation*. Version 7 T-Net International, 2020.

*Steps Toward Spiritual Growth*. Version 7 T-Net International, 2020.

*Managing and Multiplying Disciple Making Ministries*. Version 7. T-Net International, 2020.

**COURSE REQUIREMENTS / ASSIGNMENTS / GRADING:**

(MP461 spans six terms for a total of 3 credit hours and is Pass/Fail grading.)

**8.18 Trainer-Student Monthly Coaching (Coaching and Supervising a 1st Generation Training Center)**

Coach and supervise your next-generation training center students once each month for four months by making monthly coaching contacts with each assigned student. Meet in clusters of 2-3 or individually either face to face, video, or phone. Use the Monthly Coaching “Action Step Checklist” as a guide to coach your students to complete their training center assignments. **NOTE:** many of the extended training schedule formats allow for trainer-student monthly coaching before or after a training meeting or during lunch breaks..

**COURSE SCHEDULE:**

The ministry practicum involves coaching and supervising your next-generation training center students to succeed in the following areas within the four month term supported by participation in the scheduled T-Net Training Center study group sessions and by personal monthly coaching and supervision provided by a T-Net Training Center study group facilitator or assistant facilitator.

Unit 1 – Disciple making leadership training in a Model Follow Me Group

Unit 2 – Using the book, *Steps Toward Spiritual Growth* in the Model Follow Me Group

Unit 3 – Using the book, *Steps Toward Spiritual Growth* with adults in the congregation

Unit 4 – Launch Model Outreach Come and See DBS

Unit 5 – Recruiting future training center prospects

Unit 6 – Preparing four sermon outlines

Unit 7 – Understanding content of the textbook, *Bible Study Methods and Sermon Preparation*

Unit 8 – Field Project Formation and Ministry Data Sheets

## BACHELOR OF PASTORAL MINISTRY – TERM 9



### BT423 SURVEY OF OLD AND NEW TESTAMENTS T-Net School of Theology TERM 9 COURSE SYLLABUS

#### **COURSE DESCRIPTION: BT423 Survey of Old and New Testaments**

Students gain an overview of all the Old and New Testament books of the Bible in this course. Students will be taught fifteen books of the Bible in greater depth and receive lesson outlines for every Bible book, including Bible walk-throughs and Bible overviews. Students learn how to facilitate Course 5 to the pastors attending their training center study groups and coach their training center students on launching new next-generation training centers.

**Credits:** 7 credit hours (45 hours of designated learning activity or academic engagement per credit hour)

#### **COURSE LEARNING OUTCOMES:**

As a result of this course, the student will be able to:

- Teach other pastors and lay leaders how to understand and teach the Old Testament and New Testament to their entire congregations in less than ten years
- Teach course five to pastors in their second generation training centers
- Coach their second generation training center pastors to launch a third generation of training centers
- Continue to plant outreach small groups that develop into new church plants
- See new converts won to Christ and join disciple making small groups in their church

#### **PROGRAM OUTCOMES:**

This course supports the following program outcomes.

- Develop skills in Bible study methods, preaching, and teaching
- Implement an intentional disciple making philosophy of ministry for the local church
- Develop the skills and knowledge required to be an effective pastoral leader
- Multiply ministry by training and developing lay leaders, church planters, and other pastors

#### **COURSE RESOURCES:**

##### **Required Textbook(s)**

*How to Teach the Whole Bible to Your Whole Congregation.* Version 7. T-Net International, 2020.  
*Tier 1 Auxiliary Training Manual.* Version 7.1 T-Net International, 2020.

##### **Recommended Reading** (visit [www.teleouniversity.org/readinglab](http://www.teleouniversity.org/readinglab) for additional program bibliography)

Carson, D.A. *Introducing the New Testament.*  
Longman, Tremper III. *Introducing the Old Testament*  
Piper, John. *A Peculiar Glory*

#### **Libraries**

1. **Teleo University provides an online library accessible through the My Teleo webpage:**  
<https://www.teleouniversity.org/my-teleo>  
Students are encouraged to access recommended reading and research books and journal articles related to the course content using the universities online library.
2. Local libraries are additional sources for information and research. Ask your group facilitator for local language library resources. Possibilities include:
  - Local colleges, seminaries, and universities
  - Public libraries
  - Church libraries, pastors' libraries, and other professionals' libraries

#### **COURSE REQUIREMENTS / ASSIGNMENTS / GRADE POINTS:**

1. **9.1 Participation and Monthly Coaching (10 grading points)**  
Student fully participated in the T-Net Training Center study group and has written record of coaching call dates and notes in the Auxiliary Manual **Monthly Coaching "Action Step Checklist"** for this term.

##### **Reading/Lecture Notes/ Group Discussions**

Students are provided with all lecture notes and required to read and master all the material presented in the course manual (textbook). By completing the assigned reading, the students make significant contributions to the study group discussions and become better prepared to teach the material to their church leaders. They also begin to master the program content to prepare to become study group facilitators, mentors, and coaches for future students.

2. **9.2 Ministry Community (5 grading points)**  
Meet with all of your small group leaders every month to accomplish the five goals of a Ministry Community (see Course 8). First, your disciple making leaders must meet regularly in a Be with Me group made up of other disciple maker group leaders. Then, you may continue your proto-Ministry Community (option 1 for churches with less than 180 adults) or launch a larger Ministry Community (option 2 for churches with more than 180 adults and more than 15 disciple making group leaders).

(Alternative for students who are not the senior pastor: They must be in the Ministry Community and also lead a small group or mid-sized group.)

- **Option 1:** Continue the Proto-Ministry Community if you have 15 or fewer disciple making leaders (see Proto-Ministry Community Assignment 8.2 Model 1 or 2).
  - **Option 2:** A Ministry Community meeting must have 1) a general session lasting 15-30 min, 2) a discipleship session with accountability lasting 60 min, and 3) a coaching and training session lasting 30-45 min. (Alternative: students who are not the senior pastor must be in this proto-Ministry Community and also lead a small group or mid-sized group.)
3. **9.3 Teacher Training Course (5 grading points)**  
Train all your small group leaders (and all mid-sized group leaders if you use these) in all lessons of the Teacher Training Course manual. You may choose to do this in your Ministry Community, so as not to require another meeting. Implement your plan to teach the whole Bible either in your small groups or in your mid-sized groups. . (Alternative: students who are not the senior pastor must be in this training or help with the training)
  4. **9.4 Recruit to Groups (5 grading points)**  
Continue to recruit more persons into your disciple making pathway, ever increasing the percentage of members who are involved, until 60% to 75% are consistently involved in an intentional disciple making small group **every week**.
  5. **9.5 Organize Mid-Size Group Fellowships (5 grading points)**  
Cluster Outreach Come and See DBS home groups into a mid-sized fellowships. May remain under the mother church or may be the formation of a new independent church or house church network.
  6. **9.6 Disciple Making Recipe (5 grading points)**  
Continue to use your recipe as an ongoing tool of your church from now on. Find a way for each person to pay for their own copy if possible.
  7. **9.7 Group Apprentices (5 grading points)**  
Ensure that every small group has one or more apprentices so that these groups can multiply every 12-24 months.
  8. **9.8 Adopt a Remote Training Center (5 grading points)**  
Coordinate with your country director, board and other centers to hold a promotional meeting in the (remote) part of your country that you adopted with at least 25 pastors or 25% of evangelical pastors within 10 Km of this location. Recruit as many as possible to begin Course 1 or CCM C-1 in the next 4 months.
  9. **9.9 Philosophy of Ministry (10 grading points)**  
Lead your leaders to approve a final draft of a disciple making philosophy of ministry with all six elements – in their own words. Have your congregation (or, your church’s highest authorizing body) vote to approve this POM. Bring this approved POM, in writing, to Course 10. (Alternative: students who are not the senior pastor must help a pastor accomplish this, and bring the finished result to the next course for grading)
  10. **9.10 Sermon Outlines (15 grading points)**  
(Provision for women whose denomination or culture restricts them from leading men: These women are exempted from preaching in a church for this assignment, but not from preaching in class, unless cultural norms restrict it.)

Four passages
a. Rev. 1:9-20
b. Rev. 2:1-7
c. Rev. 2:8-11
d. Rev. 4:1-11

- Use Bible Study Methods and prepare and preach all of these four sermons in your church.
- Each sermon should have: An introduction, a stated lesson idea in a full sentence, an outline using the three building blocks of facts, principles and applications, illustrations, and a conclusion.
- Bring a written summary of each sermon containing the following five pieces (see example on the right side of the table below.

<p><b>Summary Interpretation:</b></p> <ul style="list-style-type: none"> <li>• Include the reference of the passage you are studying</li> <li>• Include the summary interpretation <u>in full</u>. Notice that this is a full sentence. In <u>very</u> exceptional cases, you may use more than one sentence</li> </ul>	<p><b>1 Tim. 5: 1-16</b></p> <p><b>Summary Interpretation:</b> Paul instructs Timothy in how to rebuke persons of different ages and how to ensure the well-being of widows</p>
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<p><b>Topic:</b></p> <ul style="list-style-type: none"> <li>Next, state <u>only</u> the topic of your lesson. Remember, the topic <u>may</u> not be exactly the subject of the summary interpretation. It may be what both subject and complement are talking about.</li> </ul>	<p><b>Topic:</b></p> <p>How to rebuke Christians and recompense widows</p>
<p><b>Lesson Idea:</b></p> <ul style="list-style-type: none"> <li>Now, state your lesson idea. This is a sentence with a subject and complement.</li> </ul>	<p><b>Lesson Idea:</b></p> <p>We are to rebuke others with honor and repay widows with discretion</p>
<p><b>Lesson Outline:</b></p> <ul style="list-style-type: none"> <li>Here, write the lesson outline. Every line of this outline should be marked with an "I," or "F," or "P," or "A," or "C."</li> <li>For instance, in the example to the right, the message has: <ul style="list-style-type: none"> <li>An Introduction "I"</li> <li>Three points (all facts "F") each followed by a principle "P" and an application "A."</li> </ul> </li> <li>And finally a conclusion "C."</li> </ul>	<p><b>Lesson Outline:</b></p> <p><b>I:</b> Honor is the foundation of all relationships. How do we practice this in rebuking others and in taking care of widows?</p> <p><b>F:</b> What is honor?</p> <p><b>F:</b> We honor others by rebuking them in line with their station in life</p> <p><b>F:</b> We recompense widow according to need and Christian service</p> <p><b>P:</b> We are to rebuke others with honor.</p> <p><b>P:</b> We are to recompense widows with discretion.</p> <p><b>A:</b> Practice rebuke appropriately</p> <p><b>A:</b> As a church, we will use this criterion in recompensing widows</p> <p><b>A:</b> if you have parents or grandparents who are widowed, support them</p> <p><b>C:</b> Illustration of how to do this</p>

- Be prepared to preach one of the messages you prepared in 30 minutes in class seven. Each morning of class seven, the class will draw lots and one student will have 30 minutes to preach his message. The class will evaluate these as a learning exercise. No excuses will be accepted for not preaching. If your name is drawn, you must preach, even if you have not prepared at all! Anyone not willing to preach will be put on immediate probation! This evaluation includes:
  - Four sermon outlines prepared and turned in.
  - Did student preach these in his church? (Y/N) \_\_\_\_\_
  - All four parts included in each outline.
  - Parts marked correctly with an "I," or "F," or "P," or "A," or "C."
  - Interpretation, topic, Idea, and outline are accurate from the passage.
  - Student preached if called upon.

**11. 9.11 Accountability Partner (5 grading points)**

Continue to meet with your accountability partner at least every other week either in person or on the phone or internet. Hold each other lovingly accountable to continue to set new goals and make progress on your legacy.

**12. 9.12 Course Exam (10 grading points)**

Master the material in Course 9. Study for the exam and receive an appropriate score on your exam

**13. 9.17 Reading and Research Reports (15 grading points)**

Read 2 books (or the equivalent number of articles) related to this term's subject(s). To develop and reinforce the habit of life-long learning through personal reading and research, students are required to identify relevant reading for which they write research notes and appropriate bibliography information to use in speaking or writing when quoting or paraphrasing the ideas of others. Students may choose books and articles from, but not limited to, the course recommended reading list posted at [www.teleouniversity.org/readinglab](http://www.teleouniversity.org/readinglab). Complete one Reading and Research Report for each book or article (10 journal or web articles equal one book). Document the author, publisher, and bibliography information to create a proper source citation. Photocopy the Reading and Research forms in the Appendix or download PDF or Microsoft Word Reading and Research forms from [www.teleouniversity.org/readinglab](http://www.teleouniversity.org/readinglab).

**COURSE SCHEDULE:**

Complete the following units of study using the approved study group schedule set by your T-Net Training Center facilitator. All units and assignments are intended to be completed within the four month term.

Unit 1 – Model Lesson, Deuteronomy 1-4

Unit 2 – Re-Orientation

Unit 3 – Training to Teach Course 5

Unit 4 – Introduction to Course 9

Unit 5 – Teacher Training Course Lesson 1: Overview of the training process

Unit 6 – Teacher Training 2 Prayer and preview

Unit 7 – Teacher Training 3 Plan

Unit 8 – Teacher Training 4 Prove (Get the facts)

Unit 9 – Teacher Training 5 Polish - Illustrations  
 Unit 10 – Teacher Training 6 Polish (Introductions and Conclusions)  
 Unit 11 – Teacher Training 7 Polish – Proper teaching dynamics for middle-sized groups  
 Unit 12 – Teacher Training 8 Polish – Teaching Methods: Using lecture, Scripture search, Question/Answer  
 Unit 13 – Teacher Training 9 Polish – Teaching Methods: Using Discovery, Discussion, and Buzz Groups  
 Unit 14 – Teacher Training 10 Teaching Methods: Using memorizations, Debate and Stories  
 Unit 15 – Model Lesson, Introduction to Proverbs  
 Unit 16 – Old Testament (OT) overview  
 Unit 17 – Student Lesson Presentation #1, Genesis  
 Unit 18 – Flow of the Old Testament  
 Unit 19 – Old Testament Walk-through  
 Unit 20 – Genesis Model Presentation  
 Unit 21 – LAB: Students Organize and Prepare Lessons  
 Unit 22 – Student Lesson Presentation #2, Genesis  
 Unit 23 – Student Presentations: Exodus/Leviticus/Numbers  
 Unit 24 – Student Presentations: Judges/Nehemiah/Psalms  
 Unit 25 – Student Presentations: Isaiah/Hosea  
 Unit 26 – New Testament Overview  
 Unit 27 – Testament Main Idea  
 Unit 28 – New Testament Walk-Through  
 Unit 29 – Student Lesson Presentation #3, Genesis  
 Unit 30 – Student Presentations: Matthew/Acts/Romans  
 Unit 31 – Student Presentations: Galatians/Hebrews/Revelation

## **COURSE PROCEDURES AND POLICIES:**

### **1. Participation Policy**

Teleo University students must participate in local study groups called T-Net Training Centers to complete assignments and enjoy vibrant student life interaction. By gathering in study groups, students benefit from collaboration with fellow students and facilitators who have studied and applied this curriculum in their ministries. Finally, every student must assume the disciple making mindset of training other pastors and church leaders (2 Timothy 2:2). Students form training teams to facilitate new T-Net Training Center study groups to fulfill the teaching practicum requirements.

### **2. Academic Honesty:**

In the spirit of truth and honesty as espoused by our Lord Jesus Christ, Teleo University seeks to maintain an atmosphere where high ethical standards prevail. Teleo University condemns academic dishonesty. Behavior such as cheating, plagiarizing, or data fabrication will result in disciplinary action and possible dismissal from the program (plagiarism is presenting another's words or ideas as one's own without properly crediting the source).

### **3. Style Guide for Academic Writing:**

Teleo University has created a Style Guide for Academic Writing adapted from the [MLA](#) (Modern Language Association) style guide. Use the university style guide when writing papers for all courses.

### **4. Spelling and Grammar Checker Setup:**

Teleo University urges students to use Microsoft Office products and engage the grammar and spelling Editor functions. Students are also encouraged to download and use the FREE version of Grammarly. Consider suggestions from these tools but remember that the grammar checkers will not necessarily find or provide the correct help for every error.

### **5. Copyright Protected Materials:**

Teleo University, as a nonprofit educational institution, is entitled by law to use materials protected by the US Copyright Act for classroom education. Any use of those materials outside the class may violate the law.

### **6. Teleo University Copyright Statement**

All course materials contained herein are the sole property of Teleo University and are not to be provided to any persons or organizations except upon the expressed, written consent of the university. Students enrolled in a given course automatically have access to all materials in that course but are not permitted to sell or distribute the materials beyond their local church or house church network.

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**COURSE DESCRIPTION: FP453.1 Field Project Report**

The Field Project Report documents how well the pastor, staff, and lay leaders have implemented the intentional disciple making principles and actionable steps in the local church. The Field Project Report is typically 15-20 pages and is presented verbally at the final grading interview. It must include the Final Interview Ministry Data Sheets, the final Vital Signs Annual Report Form, and identify successes and failures in revitalizing the local church as an intentional disciple-making congregation of believers. The report includes an analysis of ministry data collected throughout the three years of implementation with a focus on the seven vital signs for disciple making church revitalization: 1) attendance growth, 2) giving growth, 3) the number of disciple making leaders, 4) the number of disciple making groups, 5) the number of converts, 6) the number of church planting apprentices, and 7) the number of churches planted by the congregation. Students should also report if and how they contextualized the training to the congregation's ethnicity/culture and surrounding cultures. Finally, the insights learned by the student should be summarized and stated as principles, and the report may include a list of questions for further study. (*FP453 spans two terms for a total of 1 credit hour.*)

**Credits:** .5 credit hours (40 hours of designated learning activity or academic engagement per credit hour)

**COURSE LEARNING OUTCOMES:**

The Field Project in local church revitalization supports the following program outcomes.

- Learn to revitalize the church to become an intentional disciple making church
- Gain knowledge and expertise in directing sequential disciple making small groups
- Experience personal transformation and spiritual formation as a disciple who seeks to make disciples
- Implement an intentional disciple making philosophy of ministry for the local church
- Develop the skills and knowledge required to be an effective pastoral leader
- Multiply ministry by training and developing lay leaders, church planters, and other pastors

**COURSE RESOURCES:****Required Textbook(s)**

*Bachelor of Pastoral Ministry Program Guide.* T-Net International, 2022.  
*Tier 1 Auxiliary Training Manual.* Version 7.1 T-Net International, 2020.

**COURSE REQUIREMENTS / ASSIGNMENTS / GRADING:**

(*FP453 spans two terms for a total of 1 credit hour and is Pass/Fail grading.*)

**9.13 Ministry Data Sheets**

Implement disciple making in your local church and record the results of this implementation in the Data Sheets course by course. Complete the full Ministry Data Sheets. Do not leave any blank empty. Bring **Data Sheets and folders of students you are teaching** to class with you. Conduct the Personal Spiritual Journey Evaluation (PSJE) during worship for adult members of the congregation. This is the same evaluation conducted at Course 1. Compare the results of the two congregational PSJE surveys.

**10.14 Filed Project Report** (BPM Capstone Project: see the Appendix for detailed outline of the report)

Write a 12-20 page (3000-5000 word) typed report that describes the 36-month disciple making church revitalization field project implementation as recorded in the Ministry Data Sheets. The report should use the following outline:

- Section 1 The Challenge Overview of the Study (2 pages)
- Section 2 Vital Signs 1-2: Attendance and Stewardship Growth (2-3 pages)
- Section 3 Vital Signs 3-4: Disciple Making Leaders and Groups (2-4 pages)
- Section 4 Vital Signs 5-7: Evangelism and Church Planting (3-4 pages)
- Section 5 Summary and Conclusions (2-4 pages)
- Appendix:
  - Vital Signs Summary Data for Disciple Making Church Revitalization
  - Final Ministry Data Sheets (4 pages)
- Works Cited

**COURSE SCHEDULE:**

Complete Filed Project documentation of the following units within the four month term supported by monthly coaching provided by a T-Net Training Center study group facilitator.

Unit 1 – Vital Sign 1: Church Attendance Growth

Unit 2 – Vital Sign 2: Giving Growth

Unit 3 – Vital Sign 3: Equipping, Mobilizing and Multiplying Disciple Making Leaders

Unit 4 – Vital Sign 4: Mobilizing Adult Participation Sequential Disciple Making Groups

Unit 5 – Vital Sign 5: Culturally Effective Evangelism Resulting in Engaged Disciples (Converts)

Unit 6 – Vital Sign 6: Church Planters Apprenticed to lead Outreach Discovery Bible Studies

Unit 7 – Vital Sign 7: House Church Plants using Outreach Discovery Bible Studies

Unit 8 – Conduct a second Personal Spiritual Journey Evaluation with the whole congregation

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**COURSE DESCRIPTION: TP475 Teaching Practicum: Coaching Leaders and Multiplying Ministry**

In these teaching practicums, a student must recruit pastors from a selected region to participate in a T-Net Training Center study group to learn what the student has been taught and implemented in his/her ministry. Typically, two or three students will form a training team where each student has recruited 5 or more pastors to attend the Tier 1 Training Center study group. Sessions are divided between the training team. However, each student is responsible to review and prepare as if they were to facilitate every session. These facilitators have already taught this material to leaders within their churches. However, by becoming trainers to their peers, their learning heightens as they prepare to facilitate this cohort learning experience. See the following definition of the Teaching Practicum Facilitators:

**Teaching Practicum Facilitators**

Each Teleo-Network (T-Net) Training Center study group has a lead trainer and one or more assistant trainers who serve as the facilitators of the distance education course. All students are given all the lecture notes and resources created by Teleo University faculty and subject experts. Therefore, in theory, no student would need a lecturer or training class to complete the program of study. However, Teleo University is committed to a cohort discipleship learning model where there are one or more trainer/facilitators who have implemented and applied the principles taught in the curriculum. The discipleship model also requires that each student train others in what they have received. Therefore, every student is trained as a trainer. They train the members of their church, they train new church planters, and they assist as part of a cohort facilitator team to train other pastors.

**Credits:** 2 credit hours (45 hours of designated learning activity or academic engagement per credit hour)

**COURSE LEARNING OUTCOMES:**

The Teaching Practicum of coaching and facilitating a study group for a next generation of students supports the following program outcomes.

- Gain mastery of curriculum content learned as a student, used as a pastoral practitioner, taught to peers as a T-Net Training Center study group facilitator
- Experience effective training techniques for life-on-life apprenticing and disciple making
- Experience effective training techniques for clusters and small group education
- Experience effective training techniques for classroom and mid-sized group education

**PROGRAM OUTCOMES:**

This course supports the following program outcomes.

- Multiply ministry by training and developing lay leaders, church planters, and other pastors

**COURSE RESOURCES:****Required Textbook(s)**

*Tier 1 Auxiliary Training Manual*. Version 7.1 T-Net International, 2020.

*How to Teach Bible Doctrine to Your Congregation*. Version 7. T-Net International, 2020.

*Coaching Leaders and Multiplying Ministry*. Version 7. T-Net International, 2020

**COURSE REQUIREMENTS / ASSIGNMENTS / GRADING:**

*(Teaching Practicums are graded Pass/Fail.)*

**9.14 Teaching Course 5 (Teaching Practicum)**

Train your next-generation training center by teaching or co-teaching all of Course 5 or CCM C-5 to your students. Make a folder for each of your students and keep accurate records on each one. **Provision for women whose denomination or culture restricts them from leading men:** These female students are responsible to study material to be taught and to come to this next-generation training to help trainers and to coach other female students, but will not teach any sessions or be graded for doing so.

**COURSE SCHEDULE:**

The teaching practicum involves mastering all the content represented below and empowering your next-generation training center students to succeed in the following areas within the four month term by facilitating or co-facilitating the scheduled T-Net Training Center study group sessions.

- Unit 1 – Auxiliary Manual: Policies, Assignments, tnetcenter.com
- Unit 2 – Course Summary and Overview
- Unit 3 – What Does Finishing the Great Commission Look Like?
- Unit 4 – Overview of the Tier 1 Training Process
- Unit 5 – Principles of Financial Stewardship in the Local Church
- Unit 6 – Nine Steps to Increase Giving
- Unit 7 – Four Sermons on Giving
- Unit 8 – Benefits of Teaching Stewardship to Your Church
- Unit 9 – Counting the Cost of Discipleship
- Model Sermon 1

Unit 10 – An In-Depth look at the Gt. Commission  
 Unit 11 – Christ’s Training Phases  
 Unit 12 – Personal Spiritual Journey Evaluation  
 Unit 13 – Training Your Initial Disciple Maker  
 Unit 14 – Model Follow Me Discovery Bible Study (DBS) Group  
 Unit 15 – Students Prepare to Lead Follow Me DBS  
 Unit 16 – Students Lead a Follow Me DBS Group  
 Unit 17 – Evaluation and Coaching Follow Me DBS  
 Unit 18 – Planning Your Model Follow Me Group  
 Model Sermon 2  
 Unit 19 – Teaching and Learning Cross-Culturally  
 Unit 20 – Building a Spiritual Growth Pathway  
 Unit 21 – Revival that Reforms  
 Model Sermon 3  
 Unit 22 – Building Commitment  
 Unit 23 – Biblical Study of Priorities  
 Model Sermon 4  
 Unit 24 – Promoting Your Own Training Center

## **COURSE PROCEDURES AND POLICIES:**

### **1. Participation Policy**

Teleo University students must participate in local study groups called T-Net Training Centers to complete assignments and enjoy vibrant student life interaction. By gathering in study groups, students benefit from collaboration with fellow students and facilitators who have studied and applied this curriculum in their ministries. Finally, every student must assume the disciple making mindset of training other pastors and church leaders (2 Timothy 2:2). Students form training teams to facilitate new T-Net Training Center study groups to fulfill the teaching practicum requirements.

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**COURSE DESCRIPTION: MP461.5 Coaching and Supervising a 1st Generation Training Center**

In the Bachelor of Pastoral Ministry Pastoral Major program a student must recruit, facilitate or assist in facilitating a Training Center study group and “coach” five students to each recruit and train five other pastors in a next-generation Training Center study group. During this Ministry Practicum next generation students are coached and supervised to successfully understand the content of the Term 5 textbook, *Coaching Leaders and Multiplying Ministry*, and complete the required assignments. Through this Ministry Practicum students learn to accomplish more through leading others than through direct ministry involvement. (*MP461 spans six terms for a total of 3 credit hours.*)

**Credits:** .5 credit hours (40 hours of designated learning activity or academic engagement per credit hour)

**COURSE LEARNING OUTCOMES:**

The Ministry Practicum of coaching and supervising a next generation of students supports the following program outcomes.

- Empower students as trainers and equippers who multiply disciple making training and saturation church planting to finish the Great Commission.
- Recruit and train existing pastors and church leaders so they need not leave their current ministry positions but can apply their learning in their churches.
- Multiply ministry by training and developing lay leaders, church planters, and other pastors
- Training pastors and church leaders to revitalize local churches as disciple making churches.
- Work with other pastors and church leaders on *finishing* the Great Commission within defined areas and regions.

**COURSE RESOURCES:****Required Textbook(s)**

*Tier 1 Auxiliary Training Manual.* Version 7.1 T-Net International, 2020.

*How to Teach Bible Doctrine to Your Congregation.* Version 7. T-Net International, 2020.

*Coaching Leaders and Multiplying Ministry.* Version 7. T-Net International, 2020

**COURSE REQUIREMENTS / ASSIGNMENTS / GRADING:**

(*MP461 spans six terms for a total of 3 credit hours and is Pass/Fail grading.*)

**9.15 Trainer-Student Monthly Coaching (Coaching and Supervising a 1st Generation Training Center)**

Coach and supervise your next-generation training center students once each month for four months by making monthly coaching contacts with each assigned student. Meet in clusters of 2-3 or individually either face to face, video, or phone. Use the Monthly Coaching “Action Step Checklist” as a guide to coach your students to complete their training center assignments. **NOTE:** many of the extended training schedule formats allow for trainer-student monthly coaching before or after a training meeting or during lunch breaks.

**COURSE SCHEDULE:**

The ministry practicum involves coaching and supervising your next-generation training center students to succeed in the following areas within the four month term supported by participation in the scheduled T-Net Training Center study group sessions and by personal monthly coaching and supervision provided by a T-Net Training Center study group facilitator or assistant facilitator.

Unit 1 – Disciple making leadership training in a Model Follow Me Group

Unit 2 – Teaching the Bible Study Methods course to the Model Follow Me Group

Unit 3 – Teaching the Bible Study Methods course adults in the congregation

Unit 4 – Launch Model Outreach Come and See DBS groups

Unit 5 – Stewardship Preaching

Unit 6 – Preparing four sermon outlines

Unit 7 – Understanding content of the textbook, *Coaching Leaders and Multiplying Ministry*

Unit 8 – Field Project Formation and Ministry Data Sheets

Unit 9 – Meeting with and accountability partner

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**COURSE DESCRIPTION: MP462.1 Coaching and Supervising 2nd Generation Training Centers**

In the Bachelor of Pastoral Ministry Pastoral Major program a student must recruit, train and “coach” five students to each recruit and train five other pastors in a next-generation Tier 1 Training Center. While taking courses 1-5 the student, along with others on their training center team, recruits next-generation center pastors as students. After Course 5 the training center team begins the process with their 1st generation training center class. The 2nd generation training centers begin as the initial training team take courses 9 and 10. If there is no attrition, the three members of the training team will each recruit five pastors who will, in turn, recruit five each for five new training centers. The combined total of the second generation students will be 75 pastors. Therefore, the goal of this Ministry Practicum is to help students learn to accomplish more through leading others than through direct ministry involvement. During this Ministry Practicum next generation students are coached and supervised to successfully coach and supervise their students to understand the content of the Term 1 textbook, *Finishing the Great Commission*, and complete the required assignments. (MP462 spans two terms for a total of 1 credit hour.)

**Credits:** .5 credit hours (40 hours of designated learning activity or academic engagement per credit hour)

**COURSE LEARNING OUTCOMES:**

The Ministry Practicum of coaching and supervising a next generation of students supports the following program outcomes.

- Empower students as trainers and equippers who multiply disciple making training and saturation church planting to finish the Great Commission.
- Recruit and train existing pastors and church leaders so they need not leave their current ministry positions but can apply their learning in their churches.
- Multiply ministry by training and developing lay leaders, church planters, and other pastors
- Training pastors and church leaders to revitalize local churches as disciple making churches.
- Work with other pastors and church leaders on *finishing* the Great Commission within defined areas and regions.

**COURSE RESOURCES:****Required Textbook(s)**

*Tier 1 Auxiliary Training Manual*. Version 7.1 T-Net International, 2020.

*Coaching Leaders and Multiplying Ministry*. Version 7. T-Net International, 2020.

*Finishing the Great Commission*. Version 7. T-Net International, 2020.

**COURSE REQUIREMENTS / ASSIGNMENTS / GRADING:**

(MP462 spans two terms for a total of 1 credit hour and is Pass/Fail grading.)

**9.16 3G Training Centers Launched**

Coach your T-Net students to continue training the next-generation of T-Net in at least five T-Net Training Centers or Certificate of Christian Ministry Training Center (with permission from the country director) with at least 5 times as many students as you have. (For example, if you are teaching a class of 10 students, they should start 5 new centers with 50 to 100 total students). If your students are in generation 3 or greater, there must be at least twice as many students as in the previous generation.

**COURSE SCHEDULE:**

The ministry practicum involves coaching and supervising your next-generation training center students to successfully coach and supervise the next generation students they have recruited or been assigned. These new peer coaches must help their students succeed in the following areas within the four month term supported by your personal monthly coaching and supervision.

Unit 1 – Disciple making leadership training in a Model Follow Me Group

Unit 2 – Stewardship preaching

Unit 3 – Identifying future training center prospects

Unit 4 – Grammar refresher

Unit 5 – Understanding content of the textbook, *Finishing the Great Commission*

Unit 6 – Field Project Formation and Ministry Data Sheets

## BACHELOR OF PASTORAL MINISTRY – TERM 10



### BT424 SURVEY OF BIBLE DOCTRINE T-Net School of Theology TERM 10 COURSE SYLLABUS

#### **COURSE DESCRIPTION: BT424 Survey of Bible Doctrine**

In this course, students complete a survey of fourteen Bible doctrines and an overview of church history in this course. Students will learn to preserve unity among Christians who hold diverse views on doctrines not central to the Christian faith. Students will consider how they will approach controversial doctrines such as the woman's role in ministry, the gift of tongues, and the prosperity gospel. Finally, students learn how to facilitate Course 6 to the pastors attending their training center and coach their students to teach Course 2 in a third-generation training center.

**Credits:** 5 credit hours (45 hours of designated learning activity or academic engagement per credit hour)

#### **COURSE LEARNING OUTCOMES:**

As a result of this course, the student will be able to:

- Teach other pastors and church leaders a correct understanding of Bible doctrine
- Confidently continue to teach pastors in their training center
- Receive many new converts in their church and have at least two church plants since Course 1
- Continue this multiplication until the Great Commission is finished in their country

#### **PROGRAM OUTCOMES:**

This course supports the following program outcomes.

- Develop skills in Bible study methods, preaching, and teaching
- Experience personal transformation and spiritual formation as a disciple who seeks to make disciples
- Develop the skills and knowledge required to be an effective pastoral leader
- Multiply ministry by training and developing lay leaders, church planters, and other pastors

#### **COURSE RESOURCES:**

##### **Required Textbook(s)**

*How to Teach Bible Doctrine to Your Congregation.* Version 7. T-Net International, 2020.

*Tier 1 Auxiliary Training Manual.* Version 7.1 T-Net International, 2020.

##### **Recommended Reading** (visit [www.teleouniversity.org/readinglab](http://www.teleouniversity.org/readinglab) for additional program bibliography)

Carson, D.A. *Basics for Believers*

Grudem, Wayne. *Systematic Theology*

Packer, J.I. *Knowing God*

Tozer, A.W. *The Knowledge of the Holy*

#### **Libraries**

1. **Teleo University provides an online library accessible through the My Teleo webpage:**  
<https://www.teleouniversity.org/my-teleo>  
Students are encouraged to access recommended reading and research books and journal articles related to the course content using the university's online library.
2. Local libraries are additional sources for information and research. Ask your group facilitator for local language library resources. Possibilities include:
  - Local colleges, seminaries, and universities
  - Public libraries
  - Church libraries, pastors' libraries, and other professionals' libraries

#### **COURSE REQUIREMENTS / ASSIGNMENTS / GRADE POINTS:**

1. **10.1 Participation and Monthly Coaching (20 grading points)**  
Student fully participated in the T-Net Training Center study group and has written record of coaching call dates and notes in the Auxiliary Manual **Monthly Coaching "Action Step Checklist"** for this term.

##### **Reading/Lecture Notes/ Group Discussions**

Students are provided with all lecture notes and required to read and master all the material presented in the course manual (textbook). By completing the assigned reading, the students make significant contributions to the study group discussions and become better prepared to teach the material to their church leaders. They also begin to master the program content to prepare to become study group facilitators, mentors, and coaches for future students.

2. **10.2 Ministry Community (15 grading points)**  
Meet with all of your small group leaders every month to accomplish the five goals of a Ministry Community (see Course 8). First, your disciple making leaders must meet regularly in a Be with Me group made up of other disciple maker group leaders. Then, you may continue your proto-Ministry Community (option 1 for churches with less than 180 adults) or launch a larger Ministry Community

(option 2 for churches with more than 180 adults and more than 15 Disciple Making Group leaders). (Alternative for students who are not the senior pastor: They must be in the Ministry Community and also lead a small group or mid-sized group.)

- **Option 1:** Continue the Proto-Ministry Community if you have 15 or fewer disciple making leaders (for Proto-Ministry Community requirements see Assignment 8.2 Model 1 or 2).
  - **Option 2:** A Ministry Community meeting must have 1) a general session lasting 15-30 min, 2) a discipleship session with accountability lasting 60 min, and 3) a coaching and training session lasting 30-45 min. (Alternative: students who are not the senior pastor must be in this proto-Ministry Community and also lead a small group or mid-sized group.)
3. **10.3 Teaching Bible Doctrine (15 grading points)**  
Train all your small group leaders (and all mid-sized group leaders if you use these) how to use the **Bible Doctrine Lessons** manual to instruct their group members. **Finish training any remaining lessons from the Teach Training Course before training your leaders in the six lessons of Part 1 in the Bible Doctrine Lessons manual.** You may choose to do this in your Ministry Community, so as not to require another meeting. Implement your plan to teach the survey of Bible and doctrine to your whole congregation preferably in your small groups or in your mid-sized groups. (Alternative: students who are not the senior pastor must be in this training or help with the training)
  4. **10.4 Recruit to Groups (5 grading points)**  
Continue to recruit more persons into your disciple making pathway, ever increasing the percentage of members who are involved, until 60% to 75% are consistently involved in an intentional disciple making small group **every week.**
  5. **10.5 Disciple Making Recipe (5 grading points)**  
Continue to use your recipe as an ongoing tool of your church from now on. Find a way for each person to have their own copy even if they cannot afford to pay for it.
  6. **10.6 Group Apprentices (5 grading points)**  
Continue to ensure that every small group has one or more apprentices, and these groups are multiplying every 12-24 months.
  7. **10.7 Adopt a Remote Training Center (5 grading points)**  
Coordinate with your T-Net country director, board and other centers to **launch Course 1** or CCM C-1 in the (remote) part of your country that you adopted. The goal is to have 15-25 pastors or 25% of evangelical pastors within 10 km of this location.
  8. **10.8 Accountability Partner (5 grading points)**  
Continue to meet with your accountability partner at least every other week either in person or on the phone or internet. Hold each other lovingly accountable to continue to set new goals and make progress on your legacy.
  9. **10.9 Course Exam (10 grading points)**  
Master the material in Course 10. Study for the exam and receive an appropriate score on your exam.
  10. **10.15 Reading and Research Reports (15 grading points)**  
Read 2 books (or the equivalent number of articles) related to this term's subject(s). To develop and reinforce the habit of life-long learning through personal reading and research, students are required to identify relevant reading for which they write research notes and appropriate bibliography information to use in speaking or writing when quoting or paraphrasing the ideas of others. Students may choose books and articles from, but not limited to, the course recommended reading list posted at [www.teleouniversity.org/readinglab](http://www.teleouniversity.org/readinglab). Complete one Reading and Research Report for each book or article (10 journal or web articles equal one book). Document the author, publisher, and bibliography information to create a proper source citation. Photocopy the Reading and Research forms in the Appendix or download PDF or Microsoft Word Reading and Research forms from [www.teleouniversity.org/readinglab](http://www.teleouniversity.org/readinglab).

#### **COURSE SCHEDULE:**

Complete the following units of study using the approved study group schedule set by your T-Net Training Center facilitator. All units and assignments are intended to be completed within the four month term.

- Student Preaching
- Unit 1 – Re-Orientation
- Unit 2 – Planning to Continue
- Unit 3 – Overview of Church History
- Student Preaching
- Unit 4 –History of Bible Doctrine
- Unit 5 – How to use the Bible Doctrine Lessons Manual
- Unit 6 – Preserving Unity
- Unit 7 – Doctrinal Format Teaching Method
- Student Preaching
- Unit 8 – Bibliology
- Unit 9 – Doctrine of God, the Father and Christ the Son
- Unit 10 – Buzz Group Teaching Method (Election and Free Will)
- Unit 11 – Doctrine of The Holy Spirit
- Unit 12 – Discovery Teach Method (The Person of Christ: His Work)
- Student Preaching

Unit 13 – Doctrine of Angels  
Unit 14 – Doctrine of Satan and Demons  
Unit 15 – Discussion Teaching Method (Healing and the Atonement)  
Unit 16 – Doctrines of Man and Sin  
Unit 17 – The Question and Answer Teaching Method (The Health and Wealth Gospel)  
Unit 18 – Doctrine of Salvation  
Student Preaching  
Unit 19 – Doctrine of the Church  
Unit 20 – Students Teach a Bible Doctrine Lesson  
Unit 21 – Doctrine of Last Things  
Unit 22 – Students Teach a Bible Doctrine Lesson  
Unit 23 – Next Steps to Finish the Great Commission

#### **COURSE PROCEDURES AND POLICIES:**

- 1. Participation Policy**  
Teleo University students must participate in local study groups called T-Net Training Centers to complete assignments and enjoy vibrant student life interaction. By gathering in study groups, students benefit from collaboration with fellow students and facilitators who have studied and applied this curriculum in their ministries. Finally, every student must assume the disciple making mindset of training other pastors and church leaders (2 Timothy 2:2). Students form training teams to facilitate new T-Net Training Center study groups to fulfill the teaching practicum requirements.
- 2. Academic Honesty:**  
In the spirit of truth and honesty as espoused by our Lord Jesus Christ, Teleo University seeks to maintain an atmosphere where high ethical standards prevail. Teleo University condemns academic dishonesty. Behavior such as cheating, plagiarizing, or data fabrication will result in disciplinary action and possible dismissal from the program (plagiarism is presenting another's words or ideas as one's own without properly crediting the source).
- 3. Style Guide for Academic Writing:**  
Teleo University has created a Style Guide for Academic Writing adapted from the [MLA](#) (Modern Language Association) style guide. Use the university style guide when writing papers for all courses.
- 4. Spelling and Grammar Checker Setup:**  
Teleo University urges students to use Microsoft Office products and engage the grammar and spelling Editor functions. Students are also encouraged to download and use the FREE version of Grammarly. Consider suggestions from these tools but remember that the grammar checkers will not necessarily find or provide the correct help for every error.
- 5. Copyright Protected Materials:**  
Teleo University, as a nonprofit educational institution, is entitled by law to use materials protected by the US Copyright Act for classroom education. Any use of those materials outside the class may violate the law.
- 6. Teleo University Copyright Statement**  
All course materials contained herein are the sole property of Teleo University and are not to be provided to any persons or organizations except upon the expressed, written consent of the university. Students enrolled in a given course automatically have access to all materials in that course but are not permitted to sell or distribute the materials beyond their local church or house church network.

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**COURSE DESCRIPTION: FP453.2 Field Project Report**

The Field Project Report documents how well the pastor, staff, and lay leaders have implemented the intentional disciple making principles and actionable steps in the local church. The Field Project Report is typically 15-20 pages and is presented verbally at the final grading interview. It must include the Final Interview Ministry Data Sheets, the final Vital Signs Annual Report Form, and identify successes and failures in revitalizing the local church as an intentional disciple-making congregation of believers. The report includes an analysis of ministry data collected throughout the three years of implementation with a focus on the seven vital signs for disciple making church revitalization: 1) attendance growth, 2) giving growth, 3) the number of disciple making leaders, 4) the number of disciple making groups, 5) the number of converts, 6) the number of church planting apprentices, and 7) the number of churches planted by the congregation. Students should also report if and how they contextualized the training to the congregation's ethnicity/culture and surrounding cultures. Finally, the insights learned by the student should be summarized and stated as principles, and the report may include a list of questions for further study. (*FP453 spans two terms for a total of 1 credit hour.*)

**Credits:** .5 credit hours (40 hours of designated learning activity or academic engagement per credit hour)

**COURSE LEARNING OUTCOMES:**

The Field Project in local church revitalization supports the following program outcomes.

- Learn to revitalize the church to become an intentional disciple making church
- Gain knowledge and expertise in directing sequential disciple making small groups
- Experience personal transformation and spiritual formation as a disciple who seeks to make disciples
- Implement an intentional disciple making philosophy of ministry for the local church
- Develop the skills and knowledge required to be an effective pastoral leader
- Multiply ministry by training and developing lay leaders, church planters, and other pastors

**COURSE RESOURCES:****Required Textbook(s)**

*Tier 1 Auxiliary Training Manual*. Version 7.1 T-Net International, 2020.

**COURSE REQUIREMENTS / ASSIGNMENTS / GRADING:**

(*FP453 spans two terms for a total of 1 credit hour and is Pass/Fail grading.*)

**10.10 Final Interview Ministry Data Sheets**

You have been implementing disciple making in your local church and recording the results of this implementation on Ministry Data Sheets course by course. About four months after the start of Course 10 you will complete the **Course 10 Final Interview Ministry Data Sheets for your scheduled final grading interview. This is your opportunity to update your final Ministry Data Sheets before submitting them with your T-Net Application for Graduation. Review and update your Master Copy so that it matches this final set of Data Sheets. Do not leave any blank empty. Also, bring your Auxiliary Manual with you to Course 10 grading interview. Bring Data Sheets and folders of students you are teaching with you to your final grading and interview.**

**10.14 Filed Project Report** (BPM Capstone Project: see the Appendix for detailed outline of the report)

Write a 12-20 page (3000-5000 word) typed report that describes the 36-month disciple making church revitalization field project implementation as recorded in the Ministry Data Sheets. The report should use the following outline:

- Section 1 The Challenge Overview of the Study (2 pages)
- Section 2 Vital Signs 1-2: Attendance and Stewardship Growth (2-3 pages)
- Section 3 Vital Signs 3-4: Disciple Making Leaders and Groups (2-4 pages)
- Section 4 Vital Signs 5-7: Evangelism and Church Planting (3-4 pages)
- Section 5 Summary and Conclusions (2-4 pages)
- Appendix:
  - Vital Signs Summary Data for Disciple Making Church Revitalization
  - Final Ministry Data Sheets (4 pages)
- Works Cited

**COURSE SCHEDULE:**

Complete Filed Project documentation of the following units within the four month term supported by monthly coaching provided by a T-Net Training Center study group facilitator.

Unit 1 – Vital Sign 1: Church Attendance Growth

Unit 2 – Vital Sign 2: Giving Growth

Unit 3 – Vital Sign 3: Equipping, Mobilizing and Multiplying Disciple Making Leaders

Unit 4 – Vital Sign 4: Mobilizing Adult Participation Sequential Disciple Making Groups

Unit 5 – Vital Sign 5: Culturally Effective Evangelism Resulting in Engaged Disciples (Converts)

Unit 6 – Vital Sign 6: Church Planters Apprenticed to lead Outreach Discovery Bible Studies

Unit 7 – Vital Sign 7: House Church Plants using Outreach Discovery Bible Studies

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**COURSE DESCRIPTION: TP476 Teaching Practicum: Foundations for a Disciple Making Church**

In these teaching practicums, a student must recruit pastors from a selected region to participate in a T-Net Training Center study group to learn what the student has been taught and implemented in his/her ministry. Typically, two or three students will form a training team where each student has recruited 5 or more pastors to attend the Tier 1 Training Center study group. Sessions are divided between the training team. However, each student is responsible to review and prepare as if they were to facilitate every session. These facilitators have already taught this material to leaders within their churches. However, by becoming trainers to their peers, their learning heightens as they prepare to facilitate this cohort learning experience. See the following definition of the Teaching Practicum Facilitators:

**Teaching Practicum Facilitators**

Each Teleo-Network (T-Net) Training Center study group has a lead trainer and one or more assistant trainers who serve as the facilitators of the distance education course. All students are given all the lecture notes and resources created by Teleo University faculty and subject experts. Therefore, in theory, no student would need a lecturer or training class to complete the program of study. However, Teleo University is committed to a cohort discipleship learning model where there are one or more trainer/facilitators who have implemented and applied the principles taught in the curriculum. The discipleship model also requires that each student train others in what they have received. Therefore, every student is trained as a trainer. They train the members of their church, they train new church planters, and they assist as part of a cohort facilitator team to train other pastors.

**Credits:** 2 credit hours (45 hours of designated learning activity or academic engagement per credit hour)

**COURSE LEARNING OUTCOMES:**

The Teaching Practicum of coaching and facilitating a study group for a next generation of students supports the following program outcomes.

- Gain mastery of curriculum content learned as a student, used as a pastoral practitioner, taught to peers as a T-Net Training Center study group facilitator
- Experience effective training techniques for life-on-life apprenticing and disciple making
- Experience effective training techniques for clusters and small group education
- Experience effective training techniques for classroom and mid-sized group education

**PROGRAM OUTCOMES:**

**Program Outcomes Addressed:** This course supports the following program outcomes.

- Multiply ministry by training and developing lay leaders, church planters, and other pastors

**COURSE RESOURCES:****Required Textbook(s)**

*Tier 1 Auxiliary Training Manual.* Version 7.1 T-Net International, 2020.

*How to Teach Bible Doctrine to Your Congregation.* Version 7. T-Net International, 2020.

*Foundations for a Disciple Making Church.* Version 7. T-Net International, 2020.

**COURSE REQUIREMENTS / ASSIGNMENTS / GRADING:**

*(Teaching Practicums are graded Pass/Fail.)*

**10.11 Teaching Course 6 (Teaching Practicum)**

Train your next-generation training center by teaching or co-teaching all of Course 6 or CCM C-6 to your students. Make a folder for each of your students and keep accurate records on each one. **Provision for women whose denomination or culture restricts them from leading men:** These female students are responsible to study material to be taught and to come to this next-generation training to help trainers and to coach other female students, but will not teach any sessions or be graded for doing so.

**COURSE SCHEDULE:**

The teaching practicum involves mastering all the content represented below and empowering your next-generation training center students to succeed in the following areas within the four month term by facilitating or co-facilitating the scheduled T-Net Training Center study group sessions.

Unit 1 – Auxiliary Manual: Policies, Assignments, tnetcenter.com

Unit 2 – Course Summary and Overview

Unit 3 – What Does Finishing the Great Commission Look Like?

Unit 4 – Overview of the Tier 1 Training Process

Unit 5 – Principles of Financial Stewardship in the Local Church

Unit 6 – Nine Steps to Increase Giving

Unit 7 – Four Sermons on Giving

Unit 8 – Benefits of Teaching Stewardship to Your Church

Unit 9 – Counting the Cost of Discipleship

Model Sermon 1

Unit 10 – An In-Depth look at the Gt. Commission  
Unit 11 – Christ’s Training Phases  
Unit 12 – Personal Spiritual Journey Evaluation  
Unit 13 – Training Your Initial Disciple Maker  
Unit 14 – Model Follow Me Discovery Bible Study (DBS) Group  
Unit 15 – Students Prepare to Lead Follow Me DBS  
Unit 16 – Students Lead a Follow Me DBS Group  
Unit 17 – Evaluation and Coaching Follow Me DBS  
Unit 18 – Planning Your Model Follow Me Group  
Model Sermon 2  
Unit 19 – Teaching and Learning Cross-Culturally  
Unit 20 – Building a Spiritual Growth Pathway  
Unit 21 – Revival that Reforms  
Model Sermon 3  
Unit 22 – Building Commitment  
Unit 23 – Biblical Study of Priorities  
Model Sermon 4  
Unit 24 – Promoting Your Own Training Center

## **COURSE PROCEDURES AND POLICIES:**

### **1. Participation Policy**

Teleo University students must participate in local study groups called T-Net Training Centers to complete assignments and enjoy vibrant student life interaction. By gathering in study groups, students benefit from collaboration with fellow students and facilitators who have studied and applied this curriculum in their ministries. Finally, every student must assume the disciple making mindset of training other pastors and church leaders (2 Timothy 2:2). Students form training teams to facilitate new T-Net Training Center study groups to fulfill the teaching practicum requirements.

### **2. Academic Honesty:**

In the spirit of truth and honesty as espoused by our Lord Jesus Christ, Teleo University seeks to maintain an atmosphere where high ethical standards prevail. Teleo University condemns academic dishonesty. Behavior such as cheating, plagiarizing, or data fabrication will result in disciplinary action and possible dismissal from the program (plagiarism is presenting another's words or ideas as one's own without properly crediting the source).

### **3. Style Guide for Academic Writing:**

Teleo University has created a Style Guide for Academic Writing adapted from the [MLA](#) (Modern Language Association) style guide. Use the university style guide when writing papers for all courses.

### **4. Spelling and Grammar Checker Setup:**

Teleo University urges students to use Microsoft Office products and engage the grammar and spelling Editor functions. Students are also encouraged to download and use the FREE version of Grammarly. Consider suggestions from these tools but remember that the grammar checkers will not necessarily find or provide the correct help for every error.

### **5. Copyright Protected Materials:**

Teleo University, as a nonprofit educational institution, is entitled by law to use materials protected by the US Copyright Act for classroom education. Any use of those materials outside the class may violate the law.

### **6. Teleo University Copyright Statement**

All course materials contained herein are the sole property of Teleo University and are not to be provided to any persons or organizations except upon the expressed, written consent of the university. Students enrolled in a given course automatically have access to all materials in that course but are not permitted to sell or distribute the materials beyond their local church or house church network.

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**COURSE DESCRIPTION: MP461.6 Coaching and Supervising a 1st Generation Training Center**

In the Bachelor of Pastoral Ministry Pastoral Major program a student must recruit, facilitate or assist in facilitating a Training Center study group and “coach” five students to each recruit and train five other pastors in a next-generation Training Center study group. During this Ministry Practicum next generation students are coached and supervised to successfully understand the content of the Term 6 textbook, *Foundations for a Disciple Making Church*, and complete the required assignments. Through this Ministry Practicum students learn to accomplish more through leading others than through direct ministry involvement. (MP461 spans six terms for a total of 3 credit hours.)

**Credits:** 1 credit hours (40 hours of designated learning activity or academic engagement per credit hour)

**COURSE LEARNING OUTCOMES:**

The Ministry Practicum of coaching and supervising a next generation of students supports the following program outcomes.

- Empower students as trainers and equippers who multiply disciple making training and saturation church planting to finish the Great Commission.
- Recruit and train existing pastors and church leaders so they need not leave their current ministry positions but can apply their learning in their churches.
- Multiply ministry by training and developing lay leaders, church planters, and other pastors
- Training pastors and church leaders to revitalize local churches as disciple making churches.
- Work with other pastors and church leaders on *finishing* the Great Commission within defined areas and regions.

**COURSE RESOURCES:****Required Textbook(s)**

*Tier 1 Auxiliary Training Manual*. Version 7.1 T-Net International, 2020.

*How to Teach Bible Doctrine to Your Congregation*. Version 7. T-Net International, 2020.

*Foundations for a Disciple Making Church*. Version 7. T-Net International, 2020.

**COURSE REQUIREMENTS / ASSIGNMENTS / GRADING:**

(MP461 spans six terms for a total of 3 credit hours and is Pass/Fail grading.)

**10.12 Trainer-Student Monthly Coaching (Coaching and Supervising a 1st Generation Training Center)**

Coach and supervise your next-generation training center students once each month for four months by making monthly coaching contacts with each assigned student. Meet in clusters of 2-3 or individually either face to face, video, or phone. Use the Monthly Coaching “Action Step Checklist” as a guide to coach your students to complete their training center assignments. **NOTE:** many of the extended training schedule formats allow for trainer-student monthly coaching before or after a training meeting or during lunch breaks.

**COURSE SCHEDULE:**

The ministry practicum involves coaching and supervising your next-generation training center students to succeed in the following areas within the four month term supported by participation in the scheduled T-Net Training Center study group sessions and by personal monthly coaching and supervision provided by a T-Net Training Center study group facilitator or assistant facilitator.

Unit 1 – Deploying Model Follow Me Group participants as disciple making group leaders

Unit 2 – Finish teaching the Bible Study Methods course to the Model Follow Me Group

Unit 3 – Finishing teaching the Bible Study Methods course adults in the congregation

Unit 4 – Launch New Outreach Come and See DBS groups

Unit 5 – Selecting 1-4 Church Planters to apprentice

Unit 6 – Adopting a remote training center

Unit 7 – Editing a biblical definition of a disciple booklet

Unit 8 – Creating an ideal church infrastructure diagram

Unit 9 – Preparing four sermon outlines

Unit 10 – Meeting with and accountability partner

Unit 11 – Understanding content of the textbook, *Foundations for a Disciple Making Church*

Unit 12 – Field Project Formation and Ministry Data Sheets

**COURSE DESCRIPTION: MP462.2 Coaching and Supervising 2nd Generation Training Centers**

In the Bachelor of Pastoral Ministry Pastoral Major program a student must recruit, train and “coach” five students to each recruit and train five other pastors in a next-generation Tier 1 Training Center. While taking courses 1-5 the student, along with others on their training center team, recruits next-generation center pastors as students. After Course 5 the training center team begins the process with their 1st generation training center class. The 2nd generation training centers begin as the initial training team take courses 9 and 10. If there is no attrition, the three members of the training team will each recruit five pastors who will, in turn, recruit five each for five new training centers. The combined total of the second generation students will be 75 pastors. Therefore, the goal of this Ministry Practicum is to help students learn to accomplish more through leading others than through direct ministry involvement. During this Ministry Practicum next generation students are coached and supervised to successfully coach and supervise their students to understand the content of the Term 1 textbook, *Finishing the Great Commission*, and complete the required assignments. (MP462 spans two terms for a total of 1 credit hour.)

**Credits:** .5 credit hours (40 hours of designated learning activity or academic engagement per credit hour)

**COURSE LEARNING OUTCOMES:**

The Ministry Practicum of coaching and supervising a next generation of students supports the following program outcomes.

- Empower students as trainers and equippers who multiply disciple making training and saturation church planting to finish the Great Commission.
- Recruit and train existing pastors and church leaders so they need not leave their current ministry positions but can apply their learning in their churches.
- Multiply ministry by training and developing lay leaders, church planters, and other pastors
- Training pastors and church leaders to revitalize local churches as disciple making churches.
- Work with other pastors and church leaders on *finishing* the Great Commission within defined areas and regions.

**COURSE RESOURCES:****Required Textbook(s)**

*Tier 1 Auxiliary Training Manual*. Version 7.1 T-Net International, 2020.

*Foundations for a Disciple Making Church*. Version 7. T-Net International, 2020.

*Apprenticing Disciple Makers and Church Planters*. Version 7.1 T-Net International, 2020.

**COURSE REQUIREMENTS / ASSIGNMENTS / GRADING:**

(MP462 spans two terms for a total of 1 credit hour and is Pass/Fail grading.)

**10.13 3G Training Centers Launched**

Coach your T-Net students to continue training the next-generation of T-Net in at least five T-Net Training Centers or Certificate of Christian Ministry Training Center (with permission from the country director) with at least 5 times as many students as you have. (For example, if you are teaching a class of 10 students, they should start 5 new centers with 50 to 100 total students). If your students are in generation 3 or greater, there must be at least twice as many students as in the previous generation. **Note: No credit will be given for Course 10 to students whose students do not meet these multiplication qualifications.**

**COURSE SCHEDULE:**

The ministry practicum involves coaching and supervising your next-generation training center students to successfully coach and supervise the next generation students they have recruited or been assigned. These new peer coaches must help their students succeed in the following areas within the four month term supported by your personal monthly coaching and supervision.

Unit 1 – Disciple making leadership training in a Model Follow Me Group

Unit 2 – Future training center prospects

Unit 3 – Grammar Refresher

Unit 4 – Recruit Outreach Come and See DBS leaders

Unit 7 – Understanding content of the textbook, *Apprenticing Disciple Makers and Church Planters*.

Unit 8 – Field Project Formation and Ministry Data Sheets

# APPENDIX

Bachelor of Pastoral Ministry Capstone Project Report Guide  
Recommended Reading  
Reading and Research Reports  
Teleo University Application Form  
T-Net Training Center Reference Form  
Ministry Reference Form  
Personal Reference Form



# BACHELOR OF PASTORAL MINISTRY - CAPSTONE PROJECT

## STYLE GUIDE

Students must submit a report that follows the Teleo University Style Guide. Download and use the Word document report template found at My Teleo [www.TeleoUniversity.org](http://www.TeleoUniversity.org).

## GENERAL DESCRIPTION AND OUTLINE FOR THE BPM CAPSTONE PROJECT:

Write a 12-20 page (3000-5000 word) typed report that describes the 36-month disciple making church revitalization field project implementation as recorded in the Ministry Data Sheets. The report should use the following outline:

- Section 1 The Challenge Overview of the Study (2 pages)
- Section 2 Vital Signs 1-2: Attendance and Stewardship Growth (2-3 pages)
- Section 3 Vital Signs 3-4: Disciple Making Leaders and Groups (2-4 pages)
- Section 4 Vital Signs 5-7: Evangelism and Church Planting (3-4 pages)
- Section 5 Summary and Conclusions (2-4 pages)
- Appendix:
  - Vital Signs Summary Data for Disciple Making Church Revitalization
  - Final Ministry Data Sheets (4 pages)
- Works Cited

## INSTRUCTIONS AND REQUIRED CONTENT FOR THE CAPSTONE PROJECT:

### Section 1 The Challenge Overview of the Study (2 pages)

- Background: About the author
- Problem/Need for intentional discipleship (cite general sources and T-Net curriculum using parenthetical citations as illustrated in the Teleo University Style Guide)
  - Challenge: such as helping church members gain an “outreach” vision to finishing the Great Commission in the surrounding “neighborhood” of 1000.
  - Challenge: of engaging members in sequential disciple making structures such as small groups.
- Context of Study
  - Describe the church
  - Describe the cultural context: neighborhood; city; region; nation?
- Initial Interview Data Worksheet info
  - Church Attendance Figures:**
    1. On the average week, how many persons attend your church (or network of churches)?
    2. Twelve months ago, how many persons attended your church (or network of churches)?
    3. Ten years ago, how many persons attended your church (or network of churches)? \_\_\_\_\_
    4. Or if your church is not yet ten years old, how old is it \_\_\_\_\_ and what was its attendance after the first full year? \_\_\_\_\_
    5. How long have you been a pastor (or other position) in this church? \_\_\_\_\_
    6. How many persons did your church win to Christ in the last 12 months who now regularly attend your church? \_\_\_\_\_
  - Contextualization:**
    1. Dominant language(s) and ethnicity of your neighborhood and area surrounding the church:
    2. Dominant language(s) and ethnicity of your congregation:
    3. Dominant religion and culture of the area that surrounds the church.
    4. Add a further description of your church.
- Course 1 PSJE (optional)
- Statement of Purpose
- Vital Signs (defined, explained, and why they are important)
  - Vital Signs 1-2: Attendance and Stewardship Growth
  - Vital Signs 3-4: Disciple Making Leaders and Groups
  - Vital Signs 5-7: Evangelism and Church Planting
- Definition of Terms

### Section 2 Vital Signs 1-2: Attendance and Stewardship Growth (2-3 pages)

- Vital Sign 1: Church Attendance Growth
  - Report initiatives and results for each based on Data Sheets
  - What will you do in the future to sustain your progress or improve this vital sign?
- Vital Sign 2: Giving Growth
  - Report initiatives and results for each based on Data Sheets
  - What will you do in the future to sustain your progress or improve this vital sign?

### Section 3 Vital Signs 3-4: Disciple Making Leaders and Groups (2-4 pages)

- Vital Sign 3: Equipping, Mobilizing and Multiplying Disciple Making Leaders
  - Report initiatives and results for each based on Data Sheets
  - What will you do in the future to sustain your progress or improve this vital sign?

- Vital Sign 4: Mobilizing Adult Participation Sequential Disciple Making Groups
  - Report initiatives and results for each based on Data Sheets
  - Course 9 PSJE (optional)
  - What will you do in the future to sustain your progress or improve this vital sign?

#### Section 4 Vital Signs 5-7: Evangelism and Church Planting (3-4 pages)

- Vital Sign 5: Culturally Effective Evangelism Resulting in Engaged Disciples (Converts)
  - Report initiatives and results for each based on Data Sheets
  - What will you do in the future to sustain your progress or improve this vital sign?
- Vital Sign 6: Church Planters Apprenticed to lead Outreach Discovery Bible Studies
  - Report initiatives and results for each based on Data Sheets
  - What will you do in the future to sustain your progress or improve this vital sign?
- Vital Sign 7: House Church Plants using Outreach Discovery Bible Studies
  - Report initiatives and results for each based on Data Sheets
  - What will you do in the future to sustain your progress or improve this vital sign?

#### Section 5: Summary and Conclusions (2-4 pages)

- Summarize Principles that help revitalize a local church as a DM church
- Summarize Thoughts to help improve local church revitalization in your cultural context
- Present your conclusions as a result of this 40-month ministry project

#### Appendix:

- **Vital Signs Summary Data for Disciple Making Church Revitalization**
- **Final Ministry Data Sheets (4 pages)**

#### Works Cited

## Vital Signs Summary Data for Disciple Making Church Revitalization

Use the “Final Ministry Data Sheets” from the T-Net Tier 1 Auxiliary Manual Version 7.1 to complete the following vital signs summary for the church you sought to revitalize as a disciple making church.

**Church name:** \_\_\_\_\_ **Your Name/Position:** \_\_\_\_\_

**Country:** \_\_\_\_\_ **Location/Center #:** \_\_\_\_\_

**Vital Signs:** Calculate the following from your Ministry Data Sheets (DS = Data Sheets; Q2 = Question 2):

1. **Attendance Growth** (DS Q2) Using Data Sheet Question #2,
  - a. Write the total number of adults recorded as attending at Course 1 \_\_\_\_\_
  - b. Write the total number of adults recorded as attending at Course 10 \_\_\_\_\_
2. **Giving Growth** (DS Q5) Using Data Sheet Question #5,
  - a. Write the average weekly giving as recorded at Course 1 \_\_\_\_\_
  - b. Write the average weekly giving as recorded at Course 10 \_\_\_\_\_
3. **Number of Disciple Making Leaders** (DS Q7/Q11)
  - a. Write the number of primary leaders presently serving in the church as recorded in Data Sheet Question #7 \_\_\_\_\_
  - b. Use Data Sheet Question #11 and enter the total number of current disciple making group leaders \_\_\_\_\_
4. **Number of Disciple Making Groups** (DS Q14/Q15)
  - a. Use Data Sheet Question #14 and enter the total number of disciple making groups at this course \_\_\_\_\_
  - b. Use Data Sheet Question #15 and enter the total number of adults currently attending a disciple making group \_\_\_\_\_
5. **Number of Converts** (DS Q19) \_\_\_\_\_ Use Data Sheet Question #19 and enter the total number of converts brought into the mother church and all Outreach Come and See Discovery Bible Study house church plants.
6. **Number of Church Planting Apprentices** (DS Q23) \_\_\_\_\_ Use Data Sheet Question #23 to enter the current number of church planting apprentices.
7. **Number of Church Plants** (DS Q24 + Q25) \_\_\_\_\_ Add Data Sheet Questions #24 and #25 and enter the current number of house church plants (Outreach Come and See Discovery Bible Study house church plants).

## Course 10 Final Interview Ministry Data Sheets

(Download an MS Word copy of the Ministry Data Sheets at [www.teleouniversity.org/writinglab](http://www.teleouniversity.org/writinglab))

Trainer – scan as a PDF and upload this document to tnetcenter.com or send it to your country director.

Country Director – scan as a PDF and upload this document to tnetcenter.com if the trainer cannot do so.

Name \_\_\_\_\_ Date completed \_\_\_\_\_

Church Name \_\_\_\_\_ Country \_\_\_\_\_ Training center # \_\_\_\_\_

### Worship Attendance

1. If you are senior pastor of a network of churches, how many local churches are a part of it? \_\_\_\_

NOTE: For this and all future data, pick just one local church to report on in this Data Sheet.

The name of the local church I will report on is \_\_\_\_\_

2. On the average week, how many persons (Adults and Children) attended this local church?

- The number of **adults** age 18 and older attending at:

Course One \_\_\_\_\_ Course Two \_\_\_\_\_ Course Three \_\_\_\_\_

Course Four \_\_\_\_\_ Course Five \_\_\_\_\_ Course Six \_\_\_\_\_

Course Seven \_\_\_\_\_ Course Eight \_\_\_\_\_ Course Nine \_\_\_\_\_ Course Ten \_\_\_\_\_

- The number of **children** birth through age 17 attending at:

Course One \_\_\_\_\_ Course Two \_\_\_\_\_ Course Three \_\_\_\_\_

Course Four \_\_\_\_\_ Course Five \_\_\_\_\_ Course Six \_\_\_\_\_

Course Seven \_\_\_\_\_ Course Eight \_\_\_\_\_ Course Nine \_\_\_\_\_ Course Ten \_\_\_\_\_

3. Please give the following statistics for your church right now:

1. Average weekly church attendance reported at the start of the last T-Net course \_\_\_\_\_

2. Number of persons who quit regularly attending since last T-Net course \_\_\_\_\_

3. Number of new (already Christian) persons who started attending since last course \_\_\_\_\_

4. Number of new (newly converted) persons who started attending since last course \_\_\_\_\_

5. Average weekly church attendance at the start of this T-Net course \_\_\_\_\_

### Stewardship

4. Have implemented all nine steps to increase giving in the church? (Yes / No) \_\_\_\_\_. If not, please explain:

5. What was the average weekly giving at the church, including the value of gifts of all kinds at:

Course One \_\_\_\_\_ Course Two \_\_\_\_\_ Course Three \_\_\_\_\_

Course Four \_\_\_\_\_ Course Five \_\_\_\_\_ Course Six \_\_\_\_\_

Course Seven \_\_\_\_\_ Course Eight \_\_\_\_\_ Course Nine \_\_\_\_\_ Course Ten \_\_\_\_\_

6. Have re-taught the Stewardship Module to the church a second time? (Yes / No)

### Leader Training

7. How many primary leaders are serving in the church (church staff, elected leaders, adult influencers, adult group leaders and disciple makers)?

Course One \_\_\_\_\_ Course Two \_\_\_\_\_ Course Three \_\_\_\_\_

Course Four \_\_\_\_\_ Course Five \_\_\_\_\_ Course Six \_\_\_\_\_

Course Seven \_\_\_\_\_ Course Eight \_\_\_\_\_ Course Nine \_\_\_\_\_ Course Ten \_\_\_\_\_

8. How many primary leaders (were or) are still in the **first** Model Follow Me group?  
 Course Two \_\_\_\_\_ Course Three \_\_\_\_\_  
 Course Four \_\_\_\_\_ Course Five \_\_\_\_\_ Course Six \_\_\_\_\_  
 Course Seven \_\_\_\_\_ Course Eight \_\_\_\_\_
9. How many total persons are attending the **first** Model Follow Me group?  
 Course Two \_\_\_\_\_ Course Three \_\_\_\_\_  
 Course Four \_\_\_\_\_ Course Five \_\_\_\_\_ Course Six \_\_\_\_\_  
 Course Seven \_\_\_\_\_ Course Eight \_\_\_\_\_
10. How many of these persons (#9 above) have graduated from this first Model Follow Me group? And have finished the 1) Follow Me Discovery Bible Study lessons, 2) the two disciple making apprentice manuals (from Course 2), 3) Evangelism Training Course, 4) Steps Toward Spiritual Growth (from Course 3), and the 5) Bible Study Methods (from Course 4)?  
 Course Six \_\_\_\_\_ Course Seven \_\_\_\_\_ Course Eight \_\_\_\_\_ Course Nine \_\_\_\_\_
11. How many persons are presently leading:  
 Outreach Come and See Groups \_\_\_\_\_ Level 2 Come and See Groups \_\_\_\_\_  
 Follow Me Groups \_\_\_\_\_ Be with Me Groups \_\_\_\_\_
12. What is the total number of persons being apprenticed **by Disciple Making Group leaders** (those listed in question #11 above) to lead new disciple making small groups? (Do not include persons being apprenticed by you in your first Model Follow Me group)  
 Course Four \_\_\_\_\_ Course Five \_\_\_\_\_ Course Six \_\_\_\_\_  
 Course Seven \_\_\_\_\_ Course Eight \_\_\_\_\_ Course Nine \_\_\_\_\_ Course Ten \_\_\_\_\_

**Disciple Making Group Multiplication**

13. Has the church done the congregational launch? (Yes / No)
14. How many of the following kinds of groups does the church now have?  
 Outreach Come and See Groups \_\_\_\_\_ Level 2 Come and See Groups \_\_\_\_\_  
 Follow Me Groups \_\_\_\_\_ Be with Me Groups \_\_\_\_\_
15. How many (give a number) of the adult worship attendees are presently also attending one of the kinds of disciple making groups listed in question #14 above?  
 Course Two \_\_\_\_\_ Course Three \_\_\_\_\_  
 Course Four \_\_\_\_\_ Course Five \_\_\_\_\_ Course Six \_\_\_\_\_  
 Course Seven \_\_\_\_\_ Course Eight \_\_\_\_\_ Course Nine \_\_\_\_\_ Course Ten \_\_\_\_\_
16. How many (give a number) of adults have progressed from one disciple making phase group to the next level (from an Outreach Come and See (CS) to Level 2 CS. +from a Level 2 CS to a Follow Me (FM), + from a FM into a Be with Me group) in the last 12 months before:  
 Course Four \_\_\_\_\_ Course Five \_\_\_\_\_ Course Six \_\_\_\_\_  
 Course Seven \_\_\_\_\_ Course Eight \_\_\_\_\_ Course Nine \_\_\_\_\_ Course Ten \_\_\_\_\_

**Evangelism Training and Bible Study Methods (BSM)**

17. How many of the church attendees have you now trained to share the gospel through the Evangelism Training Course? (use the grand total, not just new people trained between courses)  
 Course Three \_\_\_\_\_ Course Four \_\_\_\_\_ Course Five \_\_\_\_\_ Course Six \_\_\_\_\_  
 Course Seven \_\_\_\_\_ Course Eight \_\_\_\_\_ Course Nine \_\_\_\_\_ Course Ten \_\_\_\_\_
18. The Follow Me groups are now teaching personal evangelism as part of their curriculum (Yes / No) \_\_\_\_\_

19. How many persons have been both converted to Christ and now attend the church? Or, they attend one of the Outreach Come and See house church plants? (This does not include persons who were already Christians before they began to attend the church.)

- Added Between Courses One and Two \_\_\_\_\_
- Added Between Courses Two and Three \_\_\_\_\_
- Added Between Courses Three and Four \_\_\_\_\_
- Added Between Courses Four and Five \_\_\_\_\_
- Added Between Courses Five and Six \_\_\_\_\_
- Added Between Courses Six and Seven \_\_\_\_\_
- Added Between Courses Seven and Eight \_\_\_\_\_
- Added Between Courses Eight and Nine \_\_\_\_\_
- Added Between Courses Nine and Ten \_\_\_\_\_

20. There are \_\_\_\_\_ primary leaders in the church. How many of these primary leaders have now started the Bible Study Methods training course? (number) \_\_\_\_\_.

21. The number of primary leaders who have finished the BSM course \_\_\_\_\_.

22. The number of church members and attendees who have finished the BSM course \_\_\_\_\_.

### **Outreach Come and See DBS (Church Planter) Apprentices**

23. The number of persons presently being apprenticed in a Model group to launch Outreach Come and See DBS (house church plants) is:

Course Three \_\_\_\_\_ Course Four \_\_\_\_\_ Course Five \_\_\_\_\_ Course Six \_\_\_\_\_  
Course Seven \_\_\_\_\_ Course Eight \_\_\_\_\_ Course Nine \_\_\_\_\_ Course Ten \_\_\_\_\_

24. The number of Outreach Come and See DBS (house churches) planted by the apprentices listed in question #23 above:

Course Four \_\_\_\_\_ Course Five \_\_\_\_\_ Course Six \_\_\_\_\_  
Course Seven \_\_\_\_\_ Course Eight \_\_\_\_\_ Course Nine \_\_\_\_\_ Course Ten \_\_\_\_\_

25. The number of Outreach Come and See DBS (house churches) planted by new leaders recruited and apprenticed from within the new Outreach DBS groups listed in question #24 above:

Course Five \_\_\_\_\_ Course Six \_\_\_\_\_  
Course Seven \_\_\_\_\_ Course Eight \_\_\_\_\_ Course Nine \_\_\_\_\_ Course Ten \_\_\_\_\_

26. The number of Outreach Come and See DBS leaders (house church planters) being apprenticed to organize a new church location using the **Church Planter Apprentice Manual**:

Course Six \_\_\_\_\_ Course Seven \_\_\_\_\_  
Course Eight \_\_\_\_\_ Course Nine \_\_\_\_\_ Course Ten \_\_\_\_\_

### **Legacy, Definition of a Disciple Recipe, and Group Curriculum**

27. I have written, reviewed, and refined my legacy statement (Yes / No) \_\_\_\_\_

28. The number of times I have communicated with my accountability partner is:

Between Courses Five and Six \_\_\_\_\_  
Between Courses Six and Seven \_\_\_\_\_ Between Courses Seven and Eight \_\_\_\_\_  
Between Courses Eight and Nine \_\_\_\_\_ Between Courses Nine and Ten \_\_\_\_\_

29. The church as finished a phased biblical definition of a disciple “recipe.” (Yes / No) \_\_\_\_\_

30. Every primary leader has a printed copy of this phased biblical definition of a disciple “recipe,” and they have trained how to use it as a disciple making tool. (Yes / No) \_\_\_\_\_

31. A phased biblical definition of a disciple “recipe” has been given to (almost) every member. And training on how to use it has been provided. (Yes / No) \_\_\_\_\_
32. A disciple making curriculum has been selected for Come and See, Follow Me and Be with Me groups and all these groups are using it. (Yes / No) \_\_\_\_\_

**Ministry Community, Philosophy of Ministry (POM)**

33. The church has a complete written disciple making philosophy of ministry. (Yes / No) \_\_\_\_\_
34. The church leaders and congregation have approved this POM (Yes / No) \_\_\_\_\_
35. A Ministry Community is now functioning in the church (Yes / No) \_\_\_\_\_
36. The small group leaders and mid-size group leaders should meet at least twice a month **for their personal discipleship growth** by attending Ministry Community meetings or another approved disciple making meeting? The number of leaders meeting at least twice a month:  
 Course Six \_\_\_\_\_  
 Course Seven \_\_\_\_\_ Course Eight \_\_\_\_\_ Course Nine \_\_\_\_\_ Course Ten \_\_\_\_\_

**Teacher Training**

37. There are \_\_\_\_\_ small group and mid-sized group leaders. \_\_\_\_\_ of them have been trained in \_\_\_\_\_ of the *Teacher Training Course* lessons from Course 9. \_\_\_\_\_ of these leaders have been trained how to teach Bible doctrines from Course 10.

**Great Commission Expansion**

38. I have recruited the following number of pastors to be trained in my training center:  
 Course One \_\_\_\_\_ Course Two \_\_\_\_\_ Course Three \_\_\_\_\_  
 Course Four \_\_\_\_\_ Course Five \_\_\_\_\_
39. I have now finished teaching Course \_\_\_\_\_ to \_\_\_\_\_ students on (Date) \_\_\_\_\_ in (Location) \_\_\_\_\_. I plan to teach Course \_\_\_\_\_ to \_\_\_\_\_ students on (Date) \_\_\_\_\_ in (Location) \_\_\_\_\_.
40. The training center I am teaching has partnered with the country director and other centers to adopt the following remote part of my country in which to launch a new work to finish the Great Commission: \_\_\_\_\_. Promotion is scheduled there on the following date: \_\_\_\_\_ and the start of the first training center there is project to be on the following date: \_\_\_\_\_.
41. The training center I am teaching has multiplied, and the students have started \_\_\_\_\_ next-generation training centers with a combined total of \_\_\_\_\_ students.
42. I have evaluated our church for **Numerical Growth** and made an intentional plan to improve in this area. (Yes / No) \_\_\_\_\_
43. I have evaluated our church for **Spiritual Growth** and made an intentional plan to improve in this area. (Yes / No) \_\_\_\_\_

# RECOMMENDED READING

A list of recommended reading for each term is posted at My Teleo ([www.teleouniversity.org/readinglab](http://www.teleouniversity.org/readinglab)). Use this recommended reading list to fulfill the Reading and Research assignments. You are not limited to this list. You are encouraged to find these and other resources using the Teleo University online library or approved library resources in your language and country.

## LIBRARIES

1. **Teleo University provides an online library accessible through [www.TeleoUniversity.org](http://www.TeleoUniversity.org)**  
Students are encouraged to access recommended reading and research books and journal articles related to the course content using the university's online library. The library subscribes to numerous databases to provide access to scholarly and peer-reviewed journal articles, e-books, newspapers, magazines, and much more. Online resources are accessible remotely 24/7 through "My Teleo" at [www.TeleoUniversity.org](http://www.TeleoUniversity.org).
2. **Local libraries are additional sources for information and research.** Ask your study group facilitator or country director for a list of libraries available to you in your country. Possibilities include:
  - Local colleges, seminaries, and universities
  - Public libraries
  - Church libraries, pastors' libraries, and other professionals' libraries

## SAMPLE RECOMMENDED READING LISTS:

### Term 1/Course 1: Finishing the Great Commission

*Finishing the Great Commission*. Version 7. T-Net International, 2020.

Hull, Bill, Jesus Christ, Disciple Maker. Grand Rapids, MI: Baker 2004.

Coleman, Robert E. The Master Plan of Evangelism. 1963. Old Tappan, NJ: Revell, 1987.

Coleman, Robert E., et al. Disciplemaking: Training Leaders to Make Disciples. Wheaton, IL: Billy Graham Center, 1994.

Eims, Leroy. The Lost Art of Disciple Making. Grand Rapids: Zondervan, 1978.

Wilkins, Michael J. Following the Master: A Biblical Theology of Discipleship. Grand Rapids: Zondervan, 1992.

### Term 2/Course 2 Apprenticing Disciple Makers and Church Planters

*Apprenticing Disciple Makers and Church Planters*. Version 7. T-Net International, 2020.

Watson, David. Contagious Disciple Making: Leading Others on a Journey of Discovery

Trousdale, Jerry. Contagious Disciple Making: Leading Others on a Journey of Discovery

Trousdale, Jerry and Glenn Sunshine. The Kingdom Unleashed: How Jesus' 1st-Century Kingdom Values Are Transforming Thousands of Cultures and Awakening His Church

Garrison, David. Church Planting Movements: How God is Redeeming a Lost World.

### Term 3/Course Evangelism and World Religions

*Evangelism and World Religions*. Version 7. T-Net International, 2020.

Visit "My Teleo" Reading and Research [www.TeleoUniversity.org/readinglab](http://www.TeleoUniversity.org/readinglab) for additional program bibliography and for the current Recommended Reading Lists.

# READING AND RESEARCH REPORTS

Throughout your life, ministry, and education, you will need to preserve important quotes and concepts from reading and research and document the sources of that information as you write essays, sermons, and your Field Project Report. Taking and organizing notes from reading is an important part of research, writing and speaking.

In the following material you will be provided with a brief introduction to citation of sources for reading reports and research papers and the following tools:

- “Taking Notes From Research Reading” by Dr. Margaret Procter, University of Toronto.
- A “Reading and Research Report Form.”

## Taking Reading and Research Notes

Taking notes is a key part of the research process because it helps you internalize the concepts that you are learning, and it helps you preserve and organize that information. There are many ways to take notes, but a good notes system will provide the following:

- Bibliographic information about the source so you can cite it correctly so that others can find it. Include items such as, author, title, date published, publisher, and URL (if it is a website).
- A way to organize your notes by summary topic(s), key word(s) or search term(s).
- Space capture key quotes (with page numbers from the source), important information from the text summarized or paraphrased (in your own words) and your questions, comments and thoughts in responses to the text.

When taking notes begin by looking through the document to get the main ideas and find where there is information most relevant to your research. Do not write down things you already know. Write down every fact or concept that will help you in your research or work. Clearly indicate when you quote directly from the text and add the specific page location. Read the following article for more help in notetaking for research:

## Taking Notes From Research Reading

*Prepared by Dr. Margaret Procter, University of Toronto Coordinator, Writing Support*

Taking notes efficiently is essential to your sanity in facing the wealth of information available in print and electronic form. It is also a key part of writing well-focused and coherently argued papers. Good notetaking strategies will help you read with more understanding and save time and frustration when you write your paper. These are three main principles:

### Know What Kind of Ideas You Need to Record

Focus your approach to the topic before you start detailed research. Then you will read with a purpose in mind, and you will be able to sort out relevant ideas.

- Analyze the **assignment sheet** to be clear about just what you are going to do with your **topic**, and what your topic consists of. (See the file on *Understanding Essay Topics*).
- Then review the commonly known **facts** about your topic and become aware of the range of thinking and **opinions** on it. As well as your class notes and textbook, browse in an encyclopedia or other reference work.
- Try making a **preliminary list** of the subtopics you would expect to find in your reading. These will guide your attention and may come in handy as search terms and labels for notes.
- Choose a component or **angle** that interests you, perhaps one on which there is already some controversy.

Now formulate your **research question**. It should allow for reasoning as well as gathering of information--not just what the proto-Iroquoians ate, for instance, but how valid the evidence is for early introduction of corn. You may even want to jot down a tentative thesis statement as a preliminary answer to your question. (See the file *Using Thesis Statements* for the defining characteristics of a good thesis statement.)

- Then you will know what to look for in your research reading: **facts** and **theories** that help answer your question, and other people's **opinions** about the value of specific answers.

### Do Not Write Down Too Much

Your essay must be an expression of your own thinking, not a patchwork of borrowed ideas. Plan therefore to invest your research time in understanding your sources and integrating them into your own thinking. Use your note cards or note sheets to record only ideas that are relevant to your focus on the topic and summarize rather than copy out or paraphrase.

- Copy out exact words only when the ideas are memorably phrased or surprisingly expressed--on the few occasions when you might use them as actual quotations.
- Otherwise, compress ideas in your own words. Paraphrasing word by word is a waste of time. Choose the most important ideas and write them down as labels or headings. Then fill in with a few subpoints that explain or exemplify.
- Do not depend on underlining and highlighting. Find your own words for notes in the margin (or on "sticky" notes).

## Label Your Notes Intelligently

Whether you use cards or pages for notetaking, take notes in a way that allows for later use.

- Save [time and trouble] later by recording bibliographic information in a master list or computer file when you begin looking at each source (do not forget to notebook and journal information for photocopies). Then you can quickly identify each note by the author's name and page number; when you refer to sources in the essay you can fill in details of publication easily from your master list. Keep a format guide handy so you get details right from the start (see the file on Documentation Formats).
- Try as far as possible to put notes on separate cards or sheets. This will let you label the topic of each note. Not only will that keep your notetaking focused, but it will also allow for grouping and synthesizing of ideas later. It is especially satisfying to shuffle notes and see how the conjunctions create new ideas in your own thinking.
- Leave lots of space in your notes for comments of your own questions and reactions as you read, second thoughts and cross-references when you look back at what you have written. These comments can become a virtual first draft of your paper. (*Visit our many files offering advice about university writing at [www.advice.writing.utoronto.ca](http://www.advice.writing.utoronto.ca)*)

## Citation of Sources for Reading Report and Research Papers

To avoid plagiarism, it is critical to cite the sources used in your writing. T-Net uses the Modern Language Association (MLA) system of citation. The following MLA citation summary is an introduction to this popular style guide. The MLA system will provide a common style guide to Core Module participants for parenthetical citation of sources in essays and in the ministry project thesis.

### Modified MLA Parenthetical Citation Style

The Modern Language Association (MLA) establishes values for acknowledging sources used in a research paper. MLA citation style uses a simple two-part parenthetical documentation system for citing sources: Citations in the text of a paper point to the alphabetical Works Cited list that appears at the end of the paper. Together, these references identify and credit the sources used in the paper and allow others to access and retrieve this material. Together, these references identify and credit the sources used in the paper and allow others to access and retrieve this material. **Teleo University provides a Style Guide with citation formatting at [teleouniversity.org/writinglab](http://teleouniversity.org/writinglab)**. Also, you may reference the current MLA formatting and citation guidelines online at [owl.purdue.edu](http://owl.purdue.edu). At this point we will focus only on gaining the information required for the "Works Cited" section.

### Works Cited List

References cited in the text of a research paper must appear at the end of the paper in a Works Cited list or bibliography. This list provides the information necessary to identify and retrieve each source that specifically supports your research.

- Arrange entries in alphabetical order by authors' last names (surnames), or by title for sources without authors.
- Capitalize the first word and all other main words of the titles and subtitles of cited works listed. (Do not capitalize articles, prepositions, coordinating conjunctions, or the "to" in infinitives.)
- Shorten the publisher's name; for example, omit articles, business abbreviations (Co., Inc.), and descriptive words (Press, Publisher).
- When multiple publishers are listed, include all of them, placing a semicolon between each.
- When more than one city is listed *for the same publisher*, use only the first city.
- Use the conjunction "and" not an ampersand [&], when listing multiple authors of a single work.
- **Pagination:** Do not use the abbreviations **p.** or **pp.** to designate page numbers.
- **Indentation:** Align the first line of the entry flush with the left margin and indent all subsequent lines (5 to 7 spaces) to form a "hanging indent."
- **Italics:** Choose a font in which the italic style contrasts clearly with the regular style.

**Note:** The "Reading and Research Report Form" included in this tutorial also asks you to identify the information you will need for a "Works Cited" list for each source. This worksheet also provides a way for you to preserve reading notes and organize your research for later use in your ministry project. **Teleo University provides a Style Guide with citation formatting you should use.** Also, you may reference the current MLA formatting and citation guidelines online at [owl.purdue.edu](http://owl.purdue.edu).

**Visit Teleo University's Reading and Research Lab ([teleouniversity.org/readinglab](http://teleouniversity.org/readinglab)) for PDF or Word versions of the following Reading and Research Report Form.**



**Reading and Research Report Form** Student Name: \_\_\_\_\_

Number of pages read (@ 250 words per page): \_\_\_\_\_ Course Number: \_\_\_\_\_

Summary Topic(s); Key Word(s); Search Term(s):

Author(s) / Editor(s):

Source Title (Book, Publication/Article; Website):

Volume # Issue # Place of publication:

Publication date: Publisher:

Medium:  Print,  Web,  Audio,  Video,  Other: \_\_\_\_\_

Location: Pages (print or published works): \_\_\_\_\_

(websites or online journals) Date Accessed: \_\_\_\_\_ URL:

<b>Page #</b>	<b>Record main ideas and insights in summary statements and phrases; limit quotations to key statements.</b>	<b>Record your responses to these ideas; include questions for further study.</b>

<b>Page #</b>	<b>Record Main Ideas using summary statements and phrases; limited quotations to key statements</b>	<b>Record Your Responses to These Ideas; offer questions for further study</b>

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Volume # Issue # Place of publication:

Publication date: Publisher:

Medium:  Print,  Web,  Audio,  Video,  Other: \_\_\_\_\_

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(websites or online journals) Date Accessed: \_\_\_\_\_ URL:

<b>Page #</b>	<b>Record main ideas and insights in summary statements and phrases; limit quotations to key statements.</b>	<b>Record your responses to these ideas; include questions for further study.</b>

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(websites or online journals) Date Accessed: \_\_\_\_\_ URL:

<b>Page #</b>	<b>Record main ideas and insights in summary statements and phrases; limit quotations to key statements.</b>	<b>Record your responses to these ideas; include questions for further study.</b>

<b>Page #</b>	<b>Record Main Ideas using summary statements and phrases; limited quotations to key statements</b>	<b>Record Your Responses to These Ideas; offer questions for further study</b>

# TELEO UNIVERSITY APPLICATION FOR ADMISSION

Please complete this application online or submit the printed application through your T-Net Training Center

## PERSONAL INFORMATION (Please print clearly)

Name: \_\_\_\_\_  
First/Given Middle Name(s) Last/Family/Surname Former/Maiden Name

Street: \_\_\_\_\_ City: \_\_\_\_\_

State/Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_ Country: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_  Male  Female Marital Status:  Single  Married  
Month / Day / Year

**Ethnic Background:** Select one or more of the following races that best describes you (*for government reporting, not for making admissions decisions*):

American Indian or Alaskan Native  Asian  Black or African American  Hispanic/Latino  Native Hawaiian or Other Pacific Islander  White

**Languages:** Please indicate in which language(s) you are proficient in reading or have used for college or graduate study:

English  French  Spanish  Portuguese  Chinese  Hindi  Other: \_\_\_\_\_

## PROGRAM INTEREST

Please check the \*requested program (\*Note: Admissions Department applicant review and program approval are required and binding):

- Master of Divinity  
 Bachelor of Pastoral Ministry (BPM): International Students  Certificate of Pastoral Ministry  
 USA BPM Students (requires 30 additional general studies credits)  Diploma in Christian Ministry  
 Diploma of Pastoral Ministry  Certificate in Christian Ministry

## MINISTRY INFORMATION

**Church Information:** (*Students must be active in ministry and authorized to implement assignments within a local church*)

Please check the Ministry Position that best describes your role in the local church:

Senior Pastor  Associate/Assistant Pastor  Church Planter  Elder/Church Leader  Pastor's Spouse  Bishop/Denominational Leader

I have the authorization to implement assignments within the following local church:  Yes  No

Church Name: \_\_\_\_\_ Denomination/Network/Independent: \_\_\_\_\_

Street: \_\_\_\_\_ City: \_\_\_\_\_

State/Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_ Country: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Describe your responsibilities: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## EDUCATIONAL BACKGROUND

Please list all secondary schools/colleges/universities attended. Please submit an **official transcript** from each school attended.

**School Name** **City, State, Country** **Dates Attended/Graduation Year** **# of Credits or Degree Received**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## ADDITIONAL INFORMATION

**Required Recommendations:** (Provide the names and email addresses of those you have asked to complete a **required** Recommendation Form. Download the recommendation forms at [www.teleouniversity.org/reference-forms](http://www.teleouniversity.org/reference-forms) and provide them to the following persons):

1. T-Net Training Center Study Group Facilitator's Name: \_\_\_\_\_  
Training Center #/Name: \_\_\_\_\_ Trainer/Facilitator's Email: \_\_\_\_\_  
Center Location: City: \_\_\_\_\_ State/Province: \_\_\_\_\_ Country: \_\_\_\_\_  
Course 1 Start Date: \_\_\_\_\_
2. Personal Reference: (Name) \_\_\_\_\_ Description:  Friend  Family Member  
 Co-worker  Employer Email Address: \_\_\_\_\_
3. Ministry Reference: (Name) \_\_\_\_\_ Description:  Bishop or Denominational Leader  
 Head Elder or Church Board Chairman  Senior Pastor  Mentor Pastor  other local church leader (describe) \_\_\_\_\_  
\_\_\_\_\_  
Email Address: \_\_\_\_\_

**YOUR TESTIMONY:** (Briefly describe how you became a Christian and how you came to feel called to ministry):

## ACKNOWLEDGMENTS

- I have read the **Statement of Faith for T-Net International** and affirm my agreement with it. I will respect, adhere to, and support these essential doctrines while associated with T-Net International.
- Christian Service Requirement:** T-Net International trains pastors and church leaders who are currently serving in ministry. I understand that to be accepted and continue as a student, I must have authorization from a local church to implement course assignments.
- I agree to abide by the school's policies and program requirements, including the **Standards of Conduct and Academic Integrity Policy**.
- I affirm that the information submitted in this application is correct and complete. I understand that misrepresenting required application materials may result in rejection of my application or dismissal after acceptance.
- I authorize any schools or colleges that I have previously attended to release my academic record and related materials as required by the Teleo University Admissions Office.
- I acknowledge that I must submit a **\$50.00 non-refundable fee** before my application, transcripts, and references will be processed.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Month / Day / Year

**Nondiscrimination Policy:** T-Net International, in its employment, educational, and admissions policies, does not discriminate by race, color, gender, nationality, age, disability, or ethnic origin.

# T-NET CENTER RECOMMENDATION FORM - TELEO UNIVERSITY

(Teleo University partners with T-Net Training Centers to provide fellowship, student life, and a context for collaboration as facilitated study groups. This form must be completed by your T-Net Training Center study group facilitator. Contact Teleo University if you are not currently being mentored through involvement in a T-Net Training Center.)

## APPLICANT'S INFORMATION (To be completed by the applicant)

Name: \_\_\_\_\_  
First/Given Last/Family/Surname Former/Maiden Name

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

**Special Note:** Public law gives you the right to review this reference form after you enroll at Teleo University. You may retain this right under the law, or you may choose to waive this right in order that the answers given your reference may remain confidential. If you wish to waive your right to review this form and ensure confidentiality, please sign below.

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Month / Day / Year

## T-NET TRAINER-FACILITATOR RECOMMENDATION RESPONSES (To be completed by the T-Net Training Center Study Group Trainer-Facilitator)

1. My T-Net training center relationship with the applicant is:  Lead Trainer/Facilitator  Assistant Trainer/Facilitator
2. I have known the applicant:  
 less than 1 year  1-2 years  3 - 5 years  more than 5 years
3. I know the applicant:  
 well (personally)  very well (personally)  extremely well (personally and professionally)
4. The applicant's marital status is:  
 single  married  divorced  separated  widowed
5. Please rate the applicant in each of the following areas. Circle the number that best represents where the applicant fits on the scale of 1-10 for each category. Or, if you are unsure in a category circle "Do Not Know."

**Ministry Commitment:** *love for people, clear call to ministry, loyal to Christ and His church, a disciple maker*

unclear 1 2 3 4 5 6 7 8 9 10 Clear call to ministry Do Not Know

**Personal Lifestyle:** *approachable, appropriate personal appearance, a good manager of time and money*

unclear 1 2 3 4 5 6 7 8 9 10 clear Do Not Know

**Personality:** *positive, likable, emotionally stable, self-starter, mature judgment*

withdrawn 1 2 3 4 5 6 7 8 9 10 friendly Do Not Know

**Family Life:** *Makes time for family, the spouse is supportive (if married)*

poor 1 2 3 4 5 6 7 8 9 10 excellent Do Not Know

**Preaching / Teaching Ability:** *strong biblical content, correct doctrine, clear communication, practical, compelling*

poor 1 2 3 4 5 6 7 8 9 10 excellent Do Not Know

**Pastoral / People Care:** *concern for people, confidentiality, Relates to all age levels*

unclear 1 2 3 4 5 6 7 8 9 10 clear Do Not Know

**Leadership Skills:** *ability to organize, manages business affairs well, decisive, delegates well*

hesitant 1 2 3 4 5 6 7 8 9 10 strong leader Do Not Know

**Interpersonal Communication:** *works well with others, listens well, admits own limitations, accepting*

distant/proud 1 2 3 4 5 6 7 8 9 10 friendly/approachable Do Not Know

**Honesty / Integrity:** *good reputation, dependable, trustworthy, not greedy, acts appropriately with the opposite sex*

some concerns 1 2 3 4 5 6 7 8 9 10 high integrity Do Not Know

6. Is the applicant living a consistent Christian life?  Yes  No
7. How would you rate the applicant's dedication to God and devotion to Christian principles?  
 extremely high  above average  low or inconsistent  I do not know
8. How would you rate the applicant's commitment to a life of ministry?  
 extremely high  above average  low or inconsistent  I do not know
9. How would you rate the applicant's commitment to disciple making and finishing the Great Commission?  
 extremely high  above average  low or inconsistent  I do not know
10. Does the applicant have authorization to implement course assignments in a local church?  Yes  No
11. If you wish to provide any further comments about the applicant, please do so in the space provided below:

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**CONTACT INFORMATION FOR T-NET TRAINING CENTER REFERENCE** *(To be completed by T-Net facilitator)*

Name (T-Net Trainer-Facilitator): \_\_\_\_\_  
First/Given Last/Family/Surname

Training Center Name: \_\_\_\_\_ Training Center #: \_\_\_\_\_

State/Province: \_\_\_\_\_ Country: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

T-Net Reference Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Month / Day / Year

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***Please scan the completed reference form and email the form to [admissions@TeleoUniversity.org](mailto:admissions@TeleoUniversity.org)***

# MINISTRY RECOMMENDATION FORM - TELEO UNIVERSITY

## APPLICANT'S INFORMATION *(To be completed by the applicant)*

Name: \_\_\_\_\_  
First/Given Last/Family/Surname Former/Maiden Name

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

**Special Note:** Public law gives you the right to review this reference form after you enroll at Teleo University. You may retain this right under the law, or you may choose to waive this right in order that the answers given your reference may remain confidential. If you wish to waive your right to review this form and ensure confidentiality, please sign below.

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Month / Day / Year

## MINISTRY RECOMMENDATION RESPONSES *(To be completed by the ministry reference/local church leader)*

- My relationship with the applicant is:  
 Head Elder/Church Board Chairman  Senior Pastor  Denominational Supervisor  Mentor Pastor  
 other local church leader (describe) \_\_\_\_\_
- I have known the applicant:  
 less than 1 year  1-2 years  3 - 5 years  more than 5 years
- I know the applicant:  
 well (personally)  very well (personally)  extremely well (personally and professionally)
- The applicant's marital status is:  
 single  married  divorced  separated  widowed
- Please rate the applicant in each of the following areas. Circle the number that best represents where the applicant fits on the scale of 1-10 for each category. Or, if you are unsure in a category circle "Do Not Know."

**Ministry Commitment:** *love for people, clear call to ministry, loyal to Christ and His church, a disciple maker*

unclear 1 2 3 4 5 6 7 8 9 10 Clear call to ministry Do Not Know

**Personal Lifestyle:** *approachable, appropriate personal appearance, a good manager of time and money*

unclear 1 2 3 4 5 6 7 8 9 10 clear Do Not Know

**Personality:** *positive, likable, emotionally stable, self-starter, mature judgment*

withdrawn 1 2 3 4 5 6 7 8 9 10 friendly Do Not Know

**Family Life:** *makes time for family, the spouse is supportive (if married)*

poor 1 2 3 4 5 6 7 8 9 10 excellent Do Not Know

**Preaching / Teaching Ability:** *strong biblical content, correct doctrine, clear communication, practical, compelling*

poor 1 2 3 4 5 6 7 8 9 10 excellent Do Not Know

**Pastoral / People Care:** *concern for people, confidentiality, Relates to all age levels*

unclear 1 2 3 4 5 6 7 8 9 10 clear Do Not Know

**Leadership Skills:** *ability to organize, manages business affairs well, decisive, delegates well*

hesitant 1 2 3 4 5 6 7 8 9 10 strong leader Do Not Know

**Interpersonal Communication:** *works well with others, listens well, admits own limitations, accepting*

distant/proud 1 2 3 4 5 6 7 8 9 10 friendly/approachable Do Not Know

**Honesty / Integrity:** *good reputation, dependable, trustworthy, not greedy, acts appropriately with the opposite sex*

some concerns 1 2 3 4 5 6 7 8 9 10 high integrity Do Not Know



# PERSONAL RECOMMENDATION FORM - TELEO UNIVERSITY

## APPLICANT'S INFORMATION *(To be completed by the applicant)*

Name: \_\_\_\_\_  
First/Given Last/Family/Surname Former/Maiden Name

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

**Special Note:** Public law gives you the right to review this reference form after you enroll at Teleo University. You may retain this right under the law, or you may choose to waive this right in order that the answers given your reference may remain confidential. If you wish to waive your right to review this form and ensure confidentiality, please sign below.

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Month / Day / Year

## PERSONAL RECOMMENDATION RESPONSES *(To be completed by the personal reference)*

- My relationship with the applicant is:  
 friend  family member  co-worker  employer/supervisor  other \_\_\_\_\_
- I have known the applicant:  
 less than 1 year  1-2 years  3 - 5 years  more than 5 years
- I know the applicant:  
 well (personally)  very well (personally)  extremely well (personally and professionally)
- The applicant's marital status is:  
 single  married  divorced  separated  widowed
- Please rate the applicant in each of the following areas. Circle the number that best represents where the applicant fits on the scale of 1-10 for each category. Or, if you are unsure in a category circle "Do Not Know."

**Ministry Commitment:** *love for people, clear call to ministry, loyal to Christ and His church, a disciple maker*

unclear 1 2 3 4 5 6 7 8 9 10 Clear call to ministry Do Not Know

**Personal Lifestyle:** *approachable, appropriate personal appearance, a good manager of time and money*

unclear 1 2 3 4 5 6 7 8 9 10 clear Do Not Know

**Personality:** *positive, likable, emotionally stable, self-starter, mature judgment*

withdrawn 1 2 3 4 5 6 7 8 9 10 friendly Do Not Know

**Family Life:** *Makes time for family, the spouse is supportive (if married)*

poor 1 2 3 4 5 6 7 8 9 10 excellent Do Not Know

**Preaching / Teaching Ability:** *strong biblical content, correct doctrine, clear communication, practical, compelling*

poor 1 2 3 4 5 6 7 8 9 10 excellent Do Not Know

**Pastoral / People Care:** *concern for people, confidentiality, Relates to all age levels*

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**Interpersonal Communication:** *works well with others, listens well, admits own limitations, accepting*

distant/proud 1 2 3 4 5 6 7 8 9 10 friendly/approachable Do Not Know

**Honesty / Integrity:** *good reputation, dependable, trustworthy, not greedy, acts appropriately with the opposite sex*

some concerns 1 2 3 4 5 6 7 8 9 10 high integrity Do Not Know



## NOTES



**Teleo University**  
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Minneapolis MN 55445  
TeleoUniversity.org - 763-220-8850

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