

Sword of The Spirit Bible Institute

Combined Student and Course Catalog

Academic Year 2026–2027

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Section 1: School Overview

Sword of The Spirit Bible Institute (SOTS) is a ministry training institute founded in September 2019, operating under **DOZme Int'l**, a 501(c)(3) nonprofit religious organization. SOTS holds religious exemption in the United States (under DOZme Int'l) to offer faith-based training courses, thereby operating lawfully as a nonprofit religious organization. This year, the school is **celebrating 7 years in Christian ministry training**, committed to equipping believers for service in the body of Christ and the world at large.

Administrative offices are located in **Albuquerque, New Mexico**. All courses and materials are **100% online / distance learning**, with optional face-to-face learning in regions where SOTS has volunteers and affiliate partners known as **Regional Trainers**.

Please Note: SOTS is *NOT* a university or college, but an online ministry training program that also offers face-to-face learning in regions where staff are available. This catalog is for ministry training purposes only.

Approvals and Affiliations

- **Founding Member** – Online Bible College Association (<https://biblecollegeassociation.org/>)
- **Listed** in the Directory of Jesus Site (<https://www.jesussite.com/ministries/educational/>)
- **Educational Member** – Grace Host Christian Business Directory & Resource
- **Ministry Training Partners Network** (<https://sosmbibletraining.blogspot.com/p/sots-affiliate-program.html>)

Transfer of Credits

SOTS cannot guarantee its courses will transfer to other schools. The school is a training ministry strictly dedicated to biblically focused training. The decision to accept SOTS courses as transfer credit is at the sole discretion of the accepting institution. Students who wish to pursue academic credit at an accredited institution are encouraged to contact the receiving school directly prior to enrollment.

Section 2: Statement of Faith

Sword of The Spirit Bible Institute is firmly rooted in the historic Christian faith. The following represents the foundational beliefs of SOTS and DOZme Int'l upon which all ministry training is built:

1. **The Holy Trinity** — We believe in God the Father, God the Son, and the person of the Holy Spirit as one. (*1 John 5:7*)

2. **Baptism of the Holy Spirit** — We believe in the baptism of the Holy Spirit with the evidence of speaking in tongues. (*Acts 1:5*)
3. **New Testament Biblical Practices** — We believe in the New Testament biblical practices of Holy Communion, washing of the feet, and sprinkling of the Blood. (*John 13:3–8; Acts 19:11–12*)
4. **Manifestation of God's Power** — We believe in the manifestation of God's power through signs and wonders. (*Luke 9:1; 1 Corinthians 2:4; Isaiah 8:18*)
5. **The Deity of Jesus Christ** — We believe in the deity of our Lord Jesus Christ: the virgin birth, His sinless life, His miracles, His atoning death through His shed blood, His bodily resurrection, His ascension to the right hand of God the Father, and His personal return to earth in power and glory.
6. **The Infallibility of Holy Scripture** — We believe in the infallibility of the Holy Scriptures; the Bible is the final authority in all matters of doctrine and conduct relative to daily living.
7. **Administration of Spiritual Gifts** — We believe in the administration of spiritual gifts led by the Spirit for the edification of the church of God. (*1 Corinthians 12:4–7*)
8. **The Personal Return of Jesus Christ** — We believe in the personal return of Jesus Christ, the eternal damnation in a literal hell for the wicked, and everlasting life with the living God for the righteous.

Section 3: Mission and Values

Our Mission

The mission of Sword of The Spirit Bible Institute is to equip and empower believers for Christian ministry and service through accessible, biblically grounded education. Guided by the Word of God and led by the Holy Spirit, SOTS is dedicated to preparing men and women, regardless of background, geography, or economic circumstance to serve effectively in the body of Christ and in their communities.

SOTS believes that every believer is called to ministry, and that Spirit-led, Word-centered training is an essential tool for the advancement of God's Kingdom. Whether a student, feels called to the mission field, pastoral ministry, counseling, coaching, discipleship, or marketplace leadership, SOTS provides the biblical foundation to walk confidently in that calling.

Our Vision

To become a leading, globally accessible ministry training institute that raises up an army of disciplined, theologically grounded, and compassionate servants of Jesus Christ; reaching every nation, tribe, and tongue with the transformative power of the Gospel.

Core Values

1. Biblical Integrity

Everything taught at SOTS is anchored in the Word of God. We hold to the belief that Scripture is the final authority for faith, doctrine, and Christian conduct. Our curriculum is carefully developed and reviewed to ensure alignment with sound biblical teaching.

2. Accessibility and Equity

We are deeply committed to making quality biblical education available to all. SOTS Certificate programs are offered completely FREE of charge, and all degree and diploma programs are tuition-FREE. No believer should be prevented from receiving ministry training due to financial hardship. This commitment was reaffirmed on January 12, 2026, when SOTS reduced its enrollment and graduation fees to further accommodate learners from underserved communities worldwide.

3. Global Outreach

SOTS serves students in multiple countries and communities through its online platform and network of Regional Trainers and affiliate partners. Our heart is for the nations, and our programs are designed to be culturally sensitive and globally applicable.

4. Spirit-Led Ministry

We believe that effective Christian ministry cannot be accomplished by human effort alone. We embrace the person and ministry of the Holy Spirit as an essential partner in all our training, seeking His guidance in every course and every interaction with students.

5. Servant Leadership

In the model of our Lord Jesus Christ, SOTS trains students not merely to lead, but to serve. We emphasize servant leadership, humility, and compassion as the hallmarks of effective Christian ministry. We believe that the greatest leaders are those who first learn to serve.

6. Continuous Growth and Excellence

We are committed to continual improvement of our programs, curriculum, and student services. As a growing institution, SOTS seeks to expand its program offerings, strengthen its partnerships, and deepen its impact in the global Christian community.

Section 4: Admissions Requirements

General Requirements (All Programs)

- Minimum age: **18 years of age**
- High school diploma or GED required for diploma and degree programs
- A valid email address and access to the Internet
- **Your Bible is a mandatory requirement for every course**

Certificate Program Requirements

Certificate programs are designed to be as accessible as possible to all students:

- **No high school diploma required**
- **No registration fee required**
- Open enrollment — students may begin at any time of the year
- A valid email address and internet access are required
- Your Bible is required for all courses

Diploma Program Requirements

- High school or secondary school diploma, or GED required

- Valid email address and internet access
- Enrollment fee of **\$5** required to begin the program
- Graduation fee of **\$45** required at the end of the program
- **Diploma will not be released until all fees are paid in full**

Associate Degree Program Requirements

- High school diploma or GED required
- A technical or ministry diploma signifying post-secondary training may be used in lieu of a secondary school certificate; proof must be provided
- Valid email address and internet access required
- Enrollment fee of **\$5** required to begin the program
- Graduation fee of **\$45** required at the end of the program

Note: The decision to accept any SOTS course, diploma, or degree toward another program at another institution is at the sole discretion of that accepting institution. SOTS cannot guarantee the transferability of any credits or credentials.

Section 5: Tuition and Fees

SOTS is deeply committed to making ministry training financially accessible to believers worldwide. The following fee schedule reflects that commitment:

Program Type	Tuition	Enrollment Fee	Graduation Fee
Certificate Programs	FREE	FREE	FREE
Diploma Programs	FREE	\$5.00	\$45.00
Associate Degree Programs	FREE	\$5.00	\$45.00

Additional Fee Information

- All course materials are provided at no cost. **Your Bible is required.**
- Payment is accepted via **credit/debit card** and **PayPal**.
- All fees apply only to diploma and degree programs. Certificate programs have no fees of any kind.

Fee Payment Links

- **Enrollment Fee Payment:** https://www.swordspiritbible.com/_paylink/AZuwI-k1
- **Graduation Fee Payment:** https://www.swordspiritbible.com/_paylink/AZuwJ7uR

Why Are Fees Charged? Payment of enrollment and graduation fees enables SOTS to continue offering FREE certificate courses and tuition-FREE programs to students worldwide. Your support is a direct investment in the ministry training of believers around the globe.

Section 6: Academic Policies

Self-Paced Learning

All courses at SOTS are **self-paced**; students' study at their own pace and on their own schedule. Programs are designed with busy individuals, working adults, and ministry workers in mind. Students are not required to attend live sessions or meet fixed weekly deadlines.

- Certificate courses can typically be completed in **4-24 weeks**
- Diploma programs are designed to be completed in **12-18 months** (some programs extend to 18-24 months)
- Associate degree programs follow a **two-year** structured self-paced format

- There is no hard deadline to complete studies; however, program extensions require a written request

Grading Policy

- The passing grade for all final exams is **70%**
- Final exams may be attempted **twice** to receive a passing grade
- Students who do not achieve a passing grade after two attempts will be counseled by their instructor/trainer regarding next steps

Program Extensions

- A **6-month extension** will be granted for extenuating circumstances
- A **written request** is required from the student and must explain the circumstances prompting the extension
- Extensions are granted at the discretion of the program coordinator

Credit Transfer (Certificate to Diploma)

Students who have previously earned a certificate in any of the courses listed under the diploma course of studies may use it to reduce the total units required for the diploma program. Similar certificate courses or units completed at other schools or ministry training programs will be considered on a **case-by-case basis**.

Transcripts and Diplomas

- Please allow **5–7 working days** for your diploma and transcript to be emailed to you (PDF or Word format)
- Final projects and exams must be reviewed and graded before a diploma is issued
- Certificates are emailed only; SOTS does **not** mail physical certificates
- **Diplomas will not be released until all fees are paid in full**

Instructor Access

Each student will have an instructor (also called a **Trainer**) available to answer questions and guide studies throughout the program. Regional training staff may also be available depending on the student's geographical location. Students are encouraged to reach out to their assigned trainer with any questions regarding course content or progress.

Online Learning

- All courses are **100% online / distance learning**
- Optional face-to-face learning is available in regions where **Regional Trainers** are stationed
- Final exams and projects must be submitted through the **student portal**
- Students are responsible for ensuring they have reliable internet access for the duration of their program

No Ordination

Important: SOTS does **not** ordain or license ministers or pastors. Students seeking ordination or ministerial licensing should check with their local church or national/international Christian organizations regarding ordination requirements.

Section 7: Student Expectations and Code of Conduct

Enrollment at Sword of The Spirit Bible Institute is a privilege and a calling. As a Christian ministry training institution, SOTS holds its students to a standard of conduct consistent with biblical principles and the teachings of Jesus Christ. Every student, upon enrollment, agrees to uphold the following expectations:

1. Academic Integrity

SOTS students are expected to complete all coursework honestly and with integrity. Submitting the work of another person as one's own, cheating on exams, or misrepresenting one's academic achievements is strictly prohibited and constitutes a violation of both academic policy and Christian ethics. Students found in violation of academic integrity standards may be dismissed from their program without refund of fees.

2. Respectful Engagement

All students are expected to engage respectfully with their instructors, trainers, fellow students, and SOTS staff at all times. This includes all forms of communication: written correspondence, email, online interactions, and face-to-face encounters. Harassment, discriminatory language, or disrespectful conduct of any kind will not be tolerated.

3. Christian Conduct

As a student of a Christian ministry training institution, each student is expected to conduct themselves in a manner consistent with the teachings of Scripture. Students are encouraged to model the fruit of the Spirit; love, joy, peace, patience, kindness, goodness, faithfulness, gentleness, and self-control in all aspects of their lives. This is not merely an academic expectation, but a spiritual one, reflecting the character of Christ in whom we are trained to serve.

4. Completion Requirements

Students are expected to make consistent progress in their programs. All courses must be completed before the final project or capstone assignment will be forwarded to the student. Certificates and diplomas will not be issued until all required coursework, exams, and projects have been submitted, reviewed, and graded and all applicable fees have been paid in full.

5. Attendance and Participation

While SOTS programs are self-paced, students are expected to remain actively engaged in their studies and to complete coursework in a reasonable timeframe. Students who require additional time must submit a written request for a program extension. Failure to communicate with SOTS instructors or to make progress may result in a review of the student's enrollment status.

6. Appropriate Use of Course Materials

All course materials provided by Sword of The Spirit Bible Institute are for the personal educational use of the enrolled student only. **All copyrighted materials may not be reproduced, distributed, transmitted, displayed, or otherwise used without the express written permission of SOTS and/or the respective copyright holders.**

Curriculum Copyright Notice: Course materials from **Harvestime International Network** and **Discipleship Tools by In Thy Word Ministries** are used with permission and are copyrighted. These materials may not be reproduced or used outside of the SOTS program without express written permission from the respective copyright holders. SOTS original curriculum materials created by SOTS/DOZme Int'l are also copyrighted and may not be reprinted or used without permission.

7. Conduct in Regional Training Settings

Students participating in optional face-to-face learning with Regional Trainers are expected to arrive prepared, having reviewed assigned materials in advance. Students should dress and behave in a manner that honors God and reflects the standards of a Christian ministry training environment.

Section 8: Curriculum Sources

SOTS draws from three carefully selected curriculum sources to deliver comprehensive, biblically grounded ministry training. All third-party materials are used with the express permission of the respective copyright holders.

1. Harvestime Training Curriculum

Used with permission from **Harvestime International Network** (<http://harvestime.org/>). Harvestime courses form the backbone of many SOTS programs and provide theologically rich, practically applicable ministry training. *These courses are copyrighted and cannot be used without permission from Harvestime International Network.*

2. Discipleship Tools by In Thy Word Ministries (ITW)

Used with permission from **In Thy Word Ministries** (www.discipleshiptools.org). The Christian Discipleship series (CD-101 through CD-109) provides a comprehensive, sequential pathway for spiritual formation and discipleship training. *These courses are copyrighted and cannot be used without permission from In Thy Word Ministries.*

3. SOTS Original Curriculum

Materials created by SOTS/DOZme Int'l are developed by trained ministry educators to supplement and expand the curriculum offerings of the institute. These include specialized courses in counseling, coaching, cultural sensitivity, ethics, and mental health ministry. *SOTS original curriculum materials may not be reprinted or used without express written permission from SOTS/DOZme Int'l.*

Section 9: Certificate Programs

FREE — No Enrollment Fee | No Tuition | No Graduation Fee

Certificate programs are offered completely free of charge. Upon completion of all required courses in a certificate program, students earn a **Certificate of Completion** at no cost. Programs are typically **6–12 weeks** long (with exceptions noted). **Open enrollment** — students may begin at any time. No registration fee required. All certificates are delivered by email (PDF format).

Credit Toward Diploma: Students who have previously earned a certificate in any of the courses listed under a diploma program's course of studies may use it to reduce the total units required for that diploma program.

Certificate 1: Biblical Strategies for Women in Ministry

This certificate program equips women in ministry with biblical strategies, practical tools, and Spirit-led insight for effective service in the church and community.

Required Courses:

9. The Wife That Prays – Safeguarding Your Home *(a course for all women)*
 10. Practicing Self Care in Ministry
 11. The Ministry of The Holy Spirit
 12. Women, A Biblical Profile
-

Certificate 2: Biblical Principles for Effective Ministry Leadership

This certificate equips students with biblical leadership and management principles for effective ministry service.

Required Courses:

13. Biblical Management Principles
 14. Environmental Analysis
 15. Management by Objectives
-

Certificate 3: Effective Spiritual Warfare Strategies

This certificate prepares students to engage in effective spiritual warfare using biblical strategies and a thorough understanding of the spirit realm.

Required Courses:

16. Spiritual Strategies (Warfare)
 17. Battle For The Body
 18. Ministering Spirits – Angels of God
-

Certificate 4: A Survey of The Old and New Testament

This certificate provides students with a broad, foundational overview of both the Old and New Testaments alongside practical Bible study skills.

Required Courses:

19. Basic Bible Survey – Old Testament
 20. Basic Bible Survey – New Testament
 21. Creative Bible Study Methods
-

Certificate 5: Counseling God's Way I

This introductory counseling certificate introduces students to the foundational principles of biblical counseling grounded in God's wisdom and the work of the Holy Spirit.

Required Courses:

22. Introduction to Biblical Counseling
23. The Benefits of Godly Wisdom
24. The Ministry of The Holy Spirit

Certificate 6: Biblical Teaching Strategies

This certificate equips students with effective biblical teaching methods rooted in the example of Jesus Christ and the leading of the Holy Spirit.

Required Courses:

26. Teaching Tactics

27. Knowing God's Voice

28. The Ministry of The Holy Spirit

Certificate 7: Evangelism and Church Planting Strategies I

This certificate prepares students for effective evangelism and church planting through practical biblical strategies for spiritual harvest.

Required Courses:

29. Strategies For Spiritual Harvest

30. Mobilization Methodologies

31. Leaven-Like Evangelism

32. Developing a Biblical Worldview

Certificate 8: Evangelism and Church Planting Strategies II (Advanced)

This advanced certificate is specifically designed for **missionaries serving outside their own communities, regions, or countries**. It addresses the unique challenges of cross-cultural ministry and equips students with tools for effective service on the mission field.

Required Courses:

- 33. Cultural Adjustment & Sensitivity Training for Mission Field Workers
 - 34. Teaching Tactics
 - 35. The Ministry of The Holy Spirit
-

Certificate 9: Introduction to Christian Coaching

This certificate introduces students to the growing field of Christian life coaching and equips them with foundational tools for coaching ministry.

Required Courses:

- 36. Christian Life Coaching 101
 - 37. Foundations of Faith
 - 38. Intercessory Prayer
 - 39. Christian Discipleship 101
-

Certificate 10: Jail and Prison Ministry Training Course

This certificate equips students for effective ministry within correctional facilities, combining evangelism strategies, teaching skills, and Spirit-led ministry.

Required Courses:

- 40. Jail and Prison Ministry
 - 41. Teaching Tactics
 - 42. The Ministry of The Holy Spirit
 - 43. Leaven-Like Evangelism
-

Certificate 11: Foundations of Biblical Theology (20-Week Course)

This in-depth 20-week certificate provides students with a comprehensive foundation in biblical theology, ethics, and an understanding of the spiritual realm.

Required Courses:

- 44. Biblical Theology
 - 45. Introduction to Christian Ethics
 - 46. Overview of The Gospels
 - 47. Knowing God's Voice
 - 48. Ministering Spirits: Angels of God
-

Certificate 12: Fundamentals of Christian Ethics

This certificate introduces students to Christian ethical principles and the development of a biblical worldview for living and ministry.

Required Courses:

- 49. Introduction to Christian Ethics
 - 50. Developing a Biblical Worldview
 - 51. Introduction to Biblical Theology
-

Certificate 13: Biblical Self Care for Christian Ministers and Workers

This certificate highlights the vital importance of self-care for those in Christian ministry, drawing on Scripture and practical wisdom.

Required Courses:

- 52. Practicing Self Care in Ministry
 - 53. The Benefits of Godly Wisdom
 - 54. Battle For the Body
-

Certificate 14: Biblical Principles for Financial Management

This certificate equips students with God's principles for wise financial stewardship and management in ministry and personal life.

Required Courses:

- 55. The Benefits of Godly Wisdom
 - 56. Principles of Money Management
 - 57. Divine Provision: Biblical Financial Strategies
-

Certificate 15: Christian Discipleship

This certificate provides a foundational pathway in Christian discipleship training, equipping students to become disciple-makers in their churches and communities.

Required Courses:

- 58. Christian Discipleship – CD 101
 - 59. Christian Discipleship – CD 102
 - 60. Mobilization Methodologies – CD 110
 - 61. Leaven Like Evangelism – CD 262
-

Certificate 16: Fundamentals of Christian Mental Health Coaching

This certificate introduces students to the specialized field of Christian mental health coaching, combining biblical truth with practical coaching skills for ministry to those struggling with mental health and addiction challenges.

Required Courses:

- 62. Intro to Christian Mental Health Coaching – CMHC 101
 - 63. Foundations of Christian Mental Health Coaching – CMHC 102
 - 64. Understanding Substance Use Disorder – The Basics – SUD 100
 - 65. Battle For the Body
 - 66. Spiritual Strategies for Warfare
-

Certificate 17: Foundations of Prophetic Ministry (20-Week Course)

This 20-week certificate program provides a biblical foundation for understanding and ministering in the prophetic, including worship, the voice of God, and the Holy Spirit's role in prophetic ministry.

Required Courses:

- 67. Ministering in the Prophetic
 - 68. Knowing God's Voice
 - 69. The Ministry of the Holy Spirit
 - 70. Biblical Worship
-

Certificate 18: Counseling God's Way II – Addiction Ministry

This advanced counseling certificate focuses specifically on addiction ministry, equipping students to bring biblical healing and practical support to those struggling with substance use and related issues.

Required Courses:

- 71. Addiction & Recovery Counseling – BC-202
 - 72. Understanding Substance Use Disorder – The Basics – SUD 100
 - 73. Spiritual Warfare Strategies
 - 74. Battle for The Body
-

Certificate 19: Christian Leadership Training Course – Foundations (9-Month Program)

This comprehensive 9-month certificate program provides students with an in-depth, audio-based study of the Holy Trinity — the Father, Son, and Holy Spirit — forming a robust theological foundation for Christian leadership. The program is offered through **Resource Ministries International**, and the certificate will be issued by SOTS.

Program Terms:

- 75. **Term 1 - God, the Father** — Includes 20 audio messages along with accompanying notes
- 76. **Term 2 - God, the Son** — Includes 20 audio messages along with accompanying notes
- 77. **Term 3 - God, the Holy Spirit** — Includes 20 audio messages along with a PDF document

Note: Program offered through Resource Ministries International. Certificate will be issued by SOTS upon completion of all three terms.

Certificate 20: Certificate in Biblical Doctrine – Foundations of Truth & Faith (6-Month Course)

This thorough 6-month certificate provides a systematic study of the essential doctrines of the Christian faith. All units include audio recordings and messages to support learning.

Program Units:

78. Unit 1 – Understanding the Doctrine of The Bible

79. Unit 2 – Understanding the Doctrine of God

80. Unit 3 – Understanding the Doctrine of Christ

81. Unit 4 – Understanding the Doctrine of the Holy Spirit

82. Unit 5 – Understanding the Doctrine of Man

83. Unit 6 – Understanding the Doctrine of Salvation

84. Unit 7 – Understanding the Doctrine of Angels

85. Unit 8 – Understanding the Doctrine of Satan

86. Unit 9 – Understanding the Doctrine of Demons

87. Unit 10 – Understanding the Doctrine of the Church

88. Unit 11 – Understanding the Doctrine of Last Things

Note: All units include audio recordings and messages to support student learning.

Certificate 21: Faithful & Well – Empowering Christian Women in Health

This certificate program is designed to empower Christian women with biblically grounded principles for physical, spiritual, and emotional health and wellness in their daily lives and ministry.

Certificate 22: Growth Mindset in Christian Ministry & Marriage

This certificate equips students with a growth mindset rooted in biblical truth, applied to the areas of Christian ministry effectiveness and the health and strength of Christian marriage.

Certificate 23: Biblical Strategies For Managing Anxiety

This certificate provides students with practical, Scripture-based strategies for understanding and managing anxiety, equipping them to minister effectively to themselves and others struggling with anxious thought and worry.

Section 10: Diploma Programs

Diploma Program Overview: SOTS offers six diploma programs. All diplomas are **tuition-FREE**. An enrollment fee of **\$5** and a graduation fee of **\$45** apply. Students must hold a high school diploma or GED. Programs are self-paced (typically 12–18 months; some 18–24 months). A 6-month extension may be granted upon written request. Final exams may be attempted twice;

70% is the passing grade. Students who hold certificates in relevant courses from SOTS may apply those toward the diploma program.

Diploma 1: Diploma in Biblical Studies

Program Detail	Information
Completion Time	18-24 Months
Total Units	38 Units
Ideal For	Bible Teachers, Chaplains, Pastors, Christian Educators, Christian Non-Profit Leaders, Marketplace Ministry Leaders, Counselors
Tuition	FREE
Enrollment Fee	\$5.00
Graduation Fee	\$45.00

Program Description

The Diploma in Biblical Studies gives the student an understanding of the fundamentals of Biblical knowledge, which includes Biblical history, culture, the Old and New Testament, biblical doctrines, and Theology. It shows the student how to apply the Bible's teaching to everyday life.

Curriculum

Course Code	Course Title	Units
OT-204	Basic Bible Study: Old Testament	3
NT-206	Basic Bible Study: New Testament	3
GP-301	Overview of The Gospels	3
BS-230	Ministry of The Holy Spirit	3
BS-212	Knowing God's Voice	3
BS-215	Teaching Tactics	3

Course Code	Course Title	Units
CE-201	Introduction to Christian Ethics	3
BT-105	Ministering Spirits – Angels of God	3
CD-262	Leaven Like Evangelism	3
BS-203	Foundations of Faith	3
BS-240	Biblical Theology	3
FP-500	Final Project	5
TOTAL	38	

Course Descriptions

Basic Bible Study: Old Testament — OT-204

Units: 3 | Text: The Bible / Study Outline by Harvestime International Institute

This course presents an overview of Biblical history, geography, and life in Bible times. The course provides an outline for each book of the Bible and teaches outlining skills for expanding these basic outlines into more detailed studies of God's Word.

Basic Bible Study: New Testament — NT-206

Units: 3 | Text: The Bible / Study Outline by Harvestime International Institute

This course continues the study of the Bible with an outline for each book in the New Testament. Information presented on each Bible book includes the author, the people to whom the book was written, the purpose of the book, the key verse, a list of main characters, and an outline of the content. Additional Resources: The Legacy Bible Series.

Overview of The Gospels — GP-301

Units: 3 | Text: The Bible / Outline and Workbook from the Legacy Bible Outline Series by Harvestime International Institute

Overview of The Gospels 301 is an introductory level course designed to acquaint the student with a general overview of the content of the four New Testament Gospels. Each gospel provides an in-depth

study of the life of Jesus. Course introduces: An Introduction to the Gospels, The Synchronized Gospels (Matthew, Mark, Luke, John), and Additional Studies in the Gospels.

Ministry of The Holy Spirit — BS-230

Units: 3 | Text: Study Guide Material Through Harvestime International Institute

This study focuses on the ministry of the Holy Spirit, spiritual fruit, and spiritual gifts. Students are guided in discovery of their own spiritual gifts and position of ministry in the Body of Christ.

Knowing God's Voice — BS-212

Units: 3 | Text: Study Guide Material Through Harvestime International Institute

This course explains how God speaks to men today and how to find His general and specific plans for life. A Christian model for decision making is presented, along with guidelines for overcoming wrong decisions, steps to take if you have missed the will of God, and methods for dealing with questionable practices.

Teaching Tactics — BS-215

Units: 3 | Text: Study Guide Material Through Harvestime International Institute

This course examines the methods Jesus used to teach and preach the Gospel. Students are taught how to prepare and present lessons and how to teach and preach the Gospel.

Introduction to Christian Ethics — CE-201

Units: 3 | Text: Course Material Through Sword of The Spirit Bible Institute

This course introduces the student to the branch of Christian Theology that defines right and wrong behavior from a biblical perspective. It is an in-depth study of the moral principles required by God of His children in their homes, workplaces, local church assemblies, and the communities they live in.

Ministering Spirits - Angels of God — BT-105

Units: 3 | Text: Study Guide Material Through Harvestime International Institute

This course focuses on the righteous angels of God. It explains their origin, organization, and attributes. It summarizes the ministry of angels in the past, present, and future as recorded in the Bible. It also dispels common misconceptions about angels.

Leaven Like Evangelism — CD-262

Units: 3 | Text: Study Guide Material Contributed by Harvestime International Institute

The Gospel of the Kingdom spreads throughout the world as leaven in bread dough. The leaven is small and hidden but its impact is unlimited. Effective evangelism strategies are taught, including detailed instruction on the deliverance ministry, church planting, and techniques of networking between ministries.

Foundations of Faith — BS-203

Units: 3 | Text: Study Guide Material Contributed by Harvestime International Institute

This course stresses the importance of proper spiritual foundations for life and ministry by focusing on foundations of the Christian faith identified in Hebrews 6:1: Repentance, faith, baptism, laying on of hands, resurrection, and eternal judgment.

Biblical Theology — BS-240

Units: 3 | Text: Study Guide Material Contributed by Harvestime International Institute

This is a comprehensive course on topics relating to theology. The purpose of this study is to provide a summary for independent learning and/or teaching of basic theological concepts. It uses the Scriptures as the primary resource and does not deal with conflicting theological arguments.

Final Project — FP-500

Units: 5

This involves a comprehensive writing assignment. Student will be required to complete a 4–6 page typewritten, double-spaced paper. Project topic(s) will be forwarded to student after successful

completion of all courses in the program. All courses must be completed before the student can be forwarded the final project.

Diploma 2: Diploma in Christian Discipleship

Program Detail	Information
Completion Time	18–24 Months
Total Units	38 Units
Ideal For	Church Leaders, Sunday School Teachers, Bible Study Teachers, Small Group Leaders, and everyone who wants to grow in their Christian faith
Tuition	FREE
Enrollment Fee	\$5.00
Graduation Fee	\$45.00

Program Description

The Diploma in Christian Discipleship program is a foundational course that will prepare the individual for work as a missionary, church planter, evangelist, and more. This course is for every believer who wants to be rooted and grounded in the Christian Faith and who is ready and prepared to disciple others; teaching them how to become true followers of Jesus Christ. It will help the student understand the fundamental principles of Christianity.

Curriculum

Course Code	Course Title	Units
CD-101	Christian Discipleship 101	3
CD-102	Christian Discipleship 102	3
CD-103	Christian Discipleship 103	3
CD-104	Christian Discipleship 104	3

Course Code	Course Title	Units
CD-105	Christian Discipleship 105	3
CD-106	Christian Discipleship 106	3
CD-107	Christian Discipleship 107	3
CD-108	Christian Discipleship 108	3
CD-109	Christian Discipleship 109	3
CD-110	Mobilization Methodologies	3
CD-262	Leaven Like Evangelism	5
FP-500	Final Project	5
TOTAL	38	

Course Descriptions

Christian Discipleship 101 — CD-101

Units: 3 | Text: Provided by In Thy Word Ministries and Harvestime International Network

Getting started on your journey of spiritual growth. Covers the Basics, Why God, Bible and You, Who Christ is, What He has Done, Prayer, and Bible Reading.

Christian Discipleship 102 — CD-102

Units: 3 | Text: Provided by In Thy Word Ministries and Harvestime International Network

Growing more in your spiritual growth. Covers more on the Basics, Developing a Devotional Life, Repentance, Confession, Prayer, and Bible Reading.

Christian Discipleship 103 — CD-103

Units: 3 | Text: Provided by In Thy Word Ministries and Harvestime International Network

Growing more in your journey of spiritual growth. Covers the Basics, Growing in the Faith, Obedience, Attitude, Spiritual Gifts, Prayer, and Bible Reading.

Christian Discipleship 104 — CD-104

Units: 3 | Text: Provided by In Thy Word Ministries and Harvestime International Network

Growing more in Christian Maturity and Faith. Covers Fellowship, Basic Character, Better Decisions, Worship, Prayer, and Bible Reading.

Christian Discipleship 105 — CD-105

Units: 3 | Text: Provided by In Thy Word Ministries and Harvestime International Network

Being devoted to Christ in our spiritual formation. Covers Christian Living, More Characters, Love and Relationships, Spiritual Gifts.

Christian Discipleship 106 — CD-106

Units: 3 | Text: Provided by In Thy Word Ministries and Harvestime International Network

Growing more in Christ. Covers more on Growing in Christ, Forgiveness, Spiritual Warfare, Prayer, and Bible Reading.

Christian Discipleship 107 — CD-107

Units: 3 | Text: Provided by In Thy Word Ministries and Harvestime International Network

Growing deeper in your walk with Christ. Covers Christian Living, Evangelism, Stewardship, and Bible Reading.

Christian Discipleship 108 — CD-108

Units: 3 | Text: Provided by In Thy Word Ministries and Harvestime International Network

Covers Christian Living, Suffering, the Spiritual Disciplines, and Bible Reading.

Christian Discipleship 109 — CD-109

Units: 3 | Text: Provided by In Thy Word Ministries and Harvestime International Network

Covers leadership training, Christian living, and more spiritual disciplines for deeper formation in Christ.

Mobilization Methodologies — CD-110

Units: 3 | Text: Study Guide Material Contributed by Harvestime International Institute

In this course, you will learn the difference between mobilization and manipulation. You will study the Biblical basis of mobilization and learn how the fire, glory, and worship of God are involved in mobilizing God's people. You will study Biblical principles of revival and learn their importance in maintaining the motivation necessary for achieving spiritual vision.

Leaven Like Evangelism — CD-262

Units: 5 | Text: Study Guide Material Contributed by Harvestime International Institute

The Gospel of the Kingdom spreads throughout the world as leaven in bread dough. The leaven is small and hidden but its impact is unlimited. Effective evangelism strategies are taught, including detailed instruction on the deliverance ministry, church planting, and techniques of networking between ministries.

Final Project — FP-500

Units: 5

This involves a comprehensive writing assignment. Student will be required to complete a 4–6 page typewritten, double-spaced paper. All eleven courses must be completed before the final project is forwarded.

Diploma 3: Diploma in Biblical Counseling & Crisis Care

Program Detail	Information
Completion Time	12–18 Months
Total Units	35 Units

Program Detail	Information
Ideal For	Church/Ministry Leaders, Pastors, Lay Counselors, Spiritual Mentors, Christian/Biblical Life Coaches, and individuals working in rehabilitation and recovery programs
Tuition	FREE
Enrollment Fee	\$5.00
Graduation Fee	\$45.00

Program Description

The Diploma in Biblical Counseling & Crisis Care introduces the student to the ministry of counseling and crisis intervention. The goal of this program is to enable individuals seeking to work in this area of ministry to apply the appropriate concepts, techniques, and biblical principles needed to minister to the counselee seeking help in life issues and guide them into enjoying a victorious and purposeful Christian life.

Credit Transfer Note: If you are currently enrolled in or have completed the Certificate: Counseling God's Way, any or all courses completed will count as credit toward this diploma program.

Curriculum

Course Code	Course Title	Units
BC-101	Introduction to Biblical Counseling	3
BS-230	Ministry of The Holy Spirit	3
CC-100	Introduction to Crisis Counseling & Intervention	3
BS-203	Foundations of Faith	3
BC-103	Benefits of Godly Wisdom	3
BS-215	Teaching Tactics	3
BC-202	Addiction & Recovery Counseling	3
BC-205	Introduction to Marriage & Family Counseling	3

Course Code	Course Title	Units
BC-206	Biblical Principles for Family Counseling	3
BC-102	Altar Counseling	3
FP-500	Final Project	5
TOTAL	35	

Course Descriptions

Introduction to Biblical Counseling — BC-101

Units: 3 | Text: Course Material Through SOTS

This course introduces the student to the ministry of counseling from a biblical perspective, the role of the biblical counselor, and the benefits of biblical counseling within the church.

Ministry of The Holy Spirit — BS-230

Units: 3 | Text: Study Guide Material Through Harvestime International Institute

This study focuses on the ministry of the Holy Spirit, spiritual fruit, and spiritual gifts. Students are guided in discovery of their own spiritual gifts and position of ministry in the Body of Christ.

Introduction to Crisis Counseling & Intervention — CC-100

Units: 3 | Text: Course Material Through SOTS

This course introduces the student to the concept of crisis counseling, how to utilize effective interventions within the context of scripture and our Christian faith to minister to those struggling either in your church, small groups, or within the community at large.

Foundations of Faith — BS-203

Units: 3 | Text: Study Guide Material Contributed by Harvestime International Institute

This course stresses the importance of proper spiritual foundations for life and ministry by focusing on foundations of the Christian faith identified in Hebrews 6:1: Repentance, faith, baptism, laying on of hands, resurrection, and eternal judgment.

Benefits of Godly Wisdom — BC-103

Units: 3 | Text: Course Material Through SOTS

In this study, the student will learn about what godly wisdom is, and the importance of godly wisdom in the area of biblical counseling.

Teaching Tactics — BS-215

Units: 3 | Text: Study Guide Material Through Harvestime International Institute

This course examines the methods Jesus used to teach and preach the Gospel. Students are taught how to prepare and present lessons and how to teach and preach the Gospel.

Addiction & Recovery Counseling — BC-202

Units: 3 | Text: Course Material Through SOTS

This course introduces the student to the world of addiction. By the end of the course, you will understand what addiction is, the different forms of addiction, and the addictive cycle. With the guidance of the Holy Spirit and the application of biblical principles, the student will know how to plan and deliver the best care possible to those struggling with unhealthy habits in your church or community.

Introduction to Marriage & Family Counseling — BC-205

Units: 3 | Text: Course Material Through SOTS

This course introduces the student to marriage and family counseling. Students will learn how to apply effective tools and strategies to help the couples they counsel within their local churches and communities overcome issues in their marriages, thereby strengthening and building lasting relationships.

Biblical Principles for Family Counseling — BC-206

Units: 3 | Text: Course Material Through SOTS

This course introduces the student to family counseling from a biblical perspective. The student will learn the fundamental biblical principles and strategies to help counsel and minister to the Christian family.

Altar Counseling — BC-102

Units: 3 | Text: Study Guide Material Contributed by Harvestime International Institute

This training course aims to prepare the student to become an effective altar counselor and work cooperatively with the pastoral staff. Altar Counselors are specially trained ministry workers. Their role is to come alongside new converts, pray for them, and counsel them about the love of Christ and what it means to receive Jesus Christ into their hearts and lives.

Final Project — FP-500

Units: 5

This involves a comprehensive writing assignment. Student will be required to complete a 4–6 page typewritten, double-spaced paper. All ten courses must be completed before the final project is forwarded.

Diploma 4: Diploma in Biblical Life Coaching

Program Detail	Information
Completion Time	12–18 Months (6-month extension available for extenuating circumstances upon written request)
Total Units	32 Units
Ideal For	Pastors, Biblical Counselors, Group Leaders, Mentors, Lay Counselors, and individuals working in rehabilitation programs, parachurch ministries, social service agencies, and educational institutions
Tuition	FREE
Enrollment Fee	\$5.00

Program Detail	Information
Graduation Fee	\$45.00

Program Description

The Diploma in Biblical Life Coaching is a specialty program designed to prepare men and women for service as biblical life coaches. The program will equip students with the knowledge and skills essential to help others in their time of need. Biblical Life Coaches assist individuals with fulfilling realistic goals that offer spiritual direction and formation while utilizing biblical principles in the process.

Curriculum

Course Code	Course Title	Units
BLC-101	Christian Life Coaching	3
BLC-102	Christian Life Coaching (Advanced)	3
BS-203	Foundations of Faith	3
SW-105	Intercessory Prayer	3
CD-101	Christian Discipleship	3
CMHC-101	Introduction to Mental Health Coaching	3
SC-200	Practicing Self Care in Ministry	3
BT-102	Kingdom Living	3
CE-201	Introduction to Christian Ethics	3
FP-500	Final Project	5
TOTAL	32	

Course Descriptions

Christian Life Coaching — BLC-101

Units: 3 | Text: Course Material Through SOTS

This course is designed to provide an overview of the growing field of life coaching. Caregivers will discover foundational principles of coaching, learn how to start a coaching business, and explore practical and scriptural aspects of Christian life coaching.

Christian Life Coaching (Advanced) — BLC-102

Units: 3 | Text: Course Material Through SOTS

This advanced course is designed to provide a more comprehensive understanding of the life coaching field. Students will discover what it takes to be a successful Life Coach in Christian ministry.

Foundations of Faith — BS-203

Units: 3 | Text: Study Guide Material Contributed by Harvestime International Institute

This course stresses the importance of proper spiritual foundations for life and ministry by focusing on foundations of the Christian faith identified in Hebrews 6:1: Repentance, faith, baptism, laying on of hands, resurrection, and eternal judgment.

Intercessory Prayer — SW-105

Units: 3 | Text: Study Guide Material Contributed by Harvestime International Institute

In this study, you will learn what intercessory prayer is and how to do it effectively using dynamic spiritual resources that have been delegated for this purpose. You will learn what to pray for, how to overcome hindrances to intercessory prayer, and how to get started and keep going.

Christian Discipleship — CD-101

Units: 3 | Text: Provided by In Thy Word Ministries and Harvestime International Network

Getting started on your journey of spiritual growth. This course covers the Basics, Why God, Bible and You, Who Christ is, What He has Done, Prayer, and Bible Reading.

Introduction to Christian Mental Health Coaching — CMHC-101

Units: 3 | Text: Course Material Through SOTS

The Introduction to Christian Mental Health Coaching course introduces the learner to the field of mental health coaching. It is ideal for individuals who are already coaches seeking to expand their coaching ministry practice, for biblical counselors, mental health advocates who would like to incorporate mental health coaching into their practice, and other ministers and church leaders who would like to know about mental health and how to offer essential coaching support from a Christian perspective to their congregation, communities, or small group members.

Foundations of Christian Mental Health Coaching — CMHC-102

Units: 3 | Text: Course Material Through SOTS

This course is designed to provide a comprehensive understanding of the Christian mental health coaching specialty. Students will explore what it takes to build and sustain a successful coaching business or ministry rooted in biblical principles and professional excellence. Course is broken down into 5 modules and lays the groundwork for deeper, hands-on learning.

Kingdom Living — BT-102

Units: 3 | Text: Course Material by Harvestime International

This course concerns the Kingdom of God. It introduces the two spiritual kingdoms, their rulers, and residents. It provides spiritual keys for gaining access to the Kingdom of God and warns of things that result in being cast out of the Kingdom. The past, present, and future of this Kingdom are examined, Kingdom parables are explained, and its patterns and principles of living are stressed.

Introduction to Christian Ethics — CE-201

Units: 3 | Text: Course Material Through SOTS

This course introduces the student to the branch of Christian Theology that defines right and wrong behavior from a biblical perspective. It is an in-depth study of the moral principles required by God of His children in their homes, workplaces, local church assemblies, and the communities they live in.

Practicing Self Care in Ministry — SC-200

Units: 3 | Text: Course Material Through SOTS

This course highlights the importance of persons in ministry practicing self-care. It shows the learner what scripture says about taking care of oneself as one carries out God's work.

Final Project — FP-500

Units: 5

This involves a comprehensive writing assignment. Student will be required to complete a 4–6 page typewritten, double-spaced paper. All courses must be completed before the final project is forwarded.

Diploma 5: Diploma in Biblical Theology

Program Detail	Information
Completion Time	12–18 Months
Total Units	35 Units
Ideal For	Evangelists, Pastors, Christian Educators, Christian Ministry Leaders, Chaplains, Bible Teachers
Tuition	FREE
Enrollment Fee	\$5.00
Graduation Fee	\$45.00

Program Description

The Diploma in Biblical Theology program introduces the student to fundamental theological concepts. Biblical Theology involves an in-depth study of the doctrines of the Holy Bible to discover what God has said about Himself, His purposes, His plans, and His promises. The goal of this program is to ensure that students are able to explain Biblical truths to unbelievers and be prepared to give an answer for the hope within them.

Curriculum

Course Code	Course Title	Units
BS-240	Introduction to Biblical Theology	3
BS-230	Ministry of The Holy Spirit	3
CE-201	Introduction to Christian Ethics	3
GP-301	Overview of The Gospels	3
BS-212	Knowing God's Voice	3
SW-201	Spiritual Strategies (Warfare)	3
BT-104	Developing a Biblical Worldview	3
BT-102	Kingdom Living	3
BT-105	Ministering Spirits – Angels of God	3
BS-215	Teaching Tactics	3
FP-500	Final Project	5
TOTAL	35	

Course Descriptions

Introduction to Biblical Theology — BS-240

Units: 3 | Text: Course Material by Harvestime International

This is a comprehensive course on topics relating to theology. The purpose of this study is to provide a summary for independent learning and/or teaching of basic theological concepts. It uses the Scriptures as the primary resource and does not deal with conflicting theological arguments.

Ministry of The Holy Spirit — BS-230

Units: 3 | Text: Course Material by Harvestime International

This study focuses on the ministry of the Holy Spirit, spiritual fruit, and spiritual gifts. Students are guided in discovery of their own spiritual gifts and position of ministry in the Body of Christ.

Introduction to Christian Ethics — CE-201

Units: 3 | Text: Course Material Through SOTS

This course introduces the student to the branch of Christian Theology that defines right and wrong behavior from a biblical perspective. It is an in-depth study of the moral principles required by God of His children in their homes, workplaces, local church assemblies, and the communities they live in.

Overview of The Gospels — GP-301

Units: 3 | Text: The Bible / Outline and Workbook from the Legacy Bible Outline Series by Harvestime International Institute

An introductory level course designed to acquaint the student with a general overview of the content of the four New Testament Gospels. Each gospel provides an in-depth study of the life of Jesus. Covers An Introduction to the Gospels, The Synchronized Gospels (Matthew, Mark, Luke, John), and Additional Studies in the Gospels.

Knowing God's Voice — BS-212

Units: 3 | Text: Study Guide Material Through Harvestime International

This course explains how God speaks to men today and how to find His general and specific plans for life. A Christian model for decision making is presented, along with guidelines for overcoming wrong decisions, steps to take if you have missed the will of God, and methods for dealing with questionable practices.

Spiritual Strategies (Warfare) — SW-201

Units: 3 | Text: Course Material by Harvestime International

In the military world, "strategy" is the science of forming and carrying out military operations. It is the method or plan which leads to the goal of victory. In this course, you will learn to formulate and carry out spiritual military strategy which will bring victory in the spirit world.

Developing a Biblical Worldview — BT-104

Units: 3 | Text: Course Material by Harvestime International

This course explains the "world view" revealed in the Bible, the written Word of God. It traces the subject from the book of Genesis through Revelation. It explains God's plan for the nations of the world from the beginning through the end of time. This course presents the believer's responsibility to the nations by introducing the challenge to become a "World Christian."

Kingdom Living — BT-102

Units: 3 | Text: Course Material by Harvestime International

This course concerns the Kingdom of God. It introduces the two spiritual kingdoms, their rulers, and residents. It provides spiritual keys for gaining access to the Kingdom of God and warns of things that result in being cast out of the Kingdom. The past, present, and future of this Kingdom are examined, Kingdom parables are explained, and its patterns and principles of living are stressed.

Ministering Spirits - Angels of God — BT-105

Units: 3 | Text: Study Guide Material Through Harvestime International Institute

This course focuses on the righteous angels of God. It explains their origin, organization, and attributes. It summarizes the ministry of angels in the past, present, and future as recorded in the Bible. It also dispels common misconceptions about angels.

Teaching Tactics — BS-215

Units: 3 | Text: Study Guide Material Through Harvestime International Institute

This course examines the methods Jesus used to teach and preach the Gospel. Students are taught how to prepare and present lessons and how to teach and preach the Gospel.

Final Project — FP-500

Units: 5

This involves a comprehensive writing assignment. Student will be required to complete a 4-6 page typewritten, double-spaced paper. All nine courses must be completed before the final project is forwarded.

Diploma 6: Advanced Diploma in Evangelism and Missions

Program Detail	Information
Completion Time	18–24 Months
Total Units	40 Units
Ideal For	Missionaries (mission field workers), aspiring evangelists, church leaders, cross-cultural workers, humanitarian aid workers, and any person with a burden to reach others with the Gospel
Tuition	FREE
Enrollment Fee	\$5.00
Graduation Fee	\$45.00

Program Description

This comprehensive diploma program is designed to equip students with the theological foundation, practical skills, and cultural awareness needed for effective evangelism and mission work. The program covers a range of topics including strategies of spiritual harvest, cultural acclimation, discipleship, and mobilization methodologies. Through both academic study and hands-on field experience, students are prepared to spread the Christian faith and serve communities globally, embodying the spirit of compassion and service at the heart of Christian missions.

Credit Transfer Note: Students who have graduated from the Certificate in Evangelism & Church Planting Strategies I and/or II are eligible to receive credit for those courses, which will apply toward the completion of this diploma program.

Curriculum

Course Code	Course Title	Units
CD-262	Leaven Like Evangelism	3
EM-110	Strategies For Spiritual Harvest	3
CD-110	Mobilization Methodologies	3
EM-111	Cultural Adjustment & Sensitivity Training for Mission Field Workers	3
BS-215	Teaching Tactics	3
BT-104	Developing a Biblical Worldview	3
CD-101	Christian Discipleship	3
BS-230	Ministry of The Holy Spirit	3
OT-204	Basic Bible Study: Old Testament	3
NT-206	Basic Bible Study: New Testament	3
SW-105	Intercessory Prayer	3
FP-500	Final Project – PRACTICUM	7
TOTAL	40	

Course Descriptions

Leaven Like Evangelism — CD-262

Units: 3 | Text: Study Guide Material Contributed by Harvestime International Institute

The Gospel of the Kingdom spreads throughout the world as leaven in bread dough. The leaven is small and hidden but its impact is unlimited. Effective evangelism strategies are taught, including detailed instruction on the deliverance ministry, church planting, and techniques of networking between ministries.

Strategies For Spiritual Harvest — EM-110

Units: 3 | Text: Study Guide Material Contributed by Harvestime International Institute

The course will lead you through four steps to achieve the vision: Visualization (the vision will be identified), Conceptualization (learn the concept of purpose behind the vision), Objectification (learn objectives for fulfilling the vision), and Expectation (your expectations will be fulfilled as you become part of the vision).

Mobilization Methodologies — CD-110

Units: 3 | Text: Study Guide Material Contributed by Harvestime International Institute

In this course, you will learn the difference between mobilization and manipulation. You will study the Biblical basis of mobilization and learn how the fire, glory, and worship of God are involved in mobilizing God's people. You will study Biblical principles of revival and learn their importance in maintaining the motivation necessary for achieving spiritual vision.

Cultural Adjustment & Sensitivity Training for Mission Field Workers — EM-111

Units: 3 | Text: Course Material Through SOTS

This training course is self-paced, consisting of six modules that will help the student understand the concept of culture and provide helpful tips on how to acclimate more effectively in the mission field. An evaluation questionnaire will be provided to be completed at the end of the course.

Teaching Tactics — BS-215

Units: 3 | Text: Study Guide Material Through Harvestime International Institute

This course examines the methods Jesus used to teach and preach the Gospel. Students are taught how to prepare and present lessons and how to teach and preach the Gospel.

Developing a Biblical Worldview — BT-104

Units: 3 | Text: Course Material by Harvestime International

This course explains the "world view" revealed in the Bible, the written Word of God. It traces the subject from Genesis through Revelation. It explains God's plan for the nations and presents the challenge to become a "World Christian."

Christian Discipleship — CD-101

Units: 3 | Text: Provided by In Thy Word Ministries and Harvestime International Network

Getting started on your journey of spiritual growth. Covers the Basics, Why God, Bible and You, Who Christ is, What He has Done, Prayer, and Bible Reading.

Ministry of The Holy Spirit — BS-230

Units: 3 | Text: Course Material by Harvestime International

This study focuses on the ministry of the Holy Spirit, spiritual fruit, and spiritual gifts. Students are guided in discovery of their own spiritual gifts and position of ministry in the Body of Christ.

Basic Bible Study: Old Testament — OT-204

Units: 3 | Text: The Bible / Study Outline by Harvestime International Institute

This course presents an overview of Biblical history, geography, and life in Bible times. The course provides an outline for each book of the Bible and teaches outlining skills for expanding these basic outlines into more detailed studies of God's Word.

Basic Bible Study: New Testament — NT-206

Units: 3 | Text: The Bible / Study Outline by Harvestime International Institute

This course continues the study of the Bible with an outline for each book in the New Testament. Information includes the author, purpose, key verse, main characters, and an outline of the content. Additional Resources: The Legacy Bible Series.

Intercessory Prayer — SW-105

Units: 3 | Text: Study Guide Material Contributed by Harvestime International Institute

In this study, you will learn what intercessory prayer is and how to do it effectively using dynamic spiritual resources. You will learn what to pray for, how to overcome hindrances to intercessory prayer, and how to get started and keep going.

Final Project - PRACTICUM — FP-500

Units: 7

Supervised Fieldwork experience. This course provides students with hands-on experience in evangelism and mission work, bridging the gap between theoretical knowledge and practical application. Students will engage in real-world ministry settings. Students will be assigned to a local mission project by the SOTS regional training coordinator where they will participate in evangelism and community service activities. This may include church planting, outreach programs, and humanitarian aid. Students will work under the guidance of an experienced missionary or church leader. Students will maintain a journal documenting their experiences, challenges, and personal growth. At the end of the practicum, a comprehensive 2–4 page writing assignment is required.

IMPORTANT: Student must *NOT* work in their current role in their local church/ministry. It must be a completely different role or position.

Section 11: Associate Degree Programs

Coming July 2026! SOTS is proud to announce two Associate Degree programs launching in **July 2026**. These programs are **tuition-FREE** with a small enrollment fee (\$5) and graduation fee (\$45). A high school diploma, GED, or relevant post-secondary ministry or technical diploma (with proof) is required for admission. Total Credits: 60 per program.

Associate Degree 1: Associate of Biblical Studies

Program Detail	Information
Program Length	Two Years (Self-Paced)
Total Credits	60 Credits
Tuition	FREE
Enrollment Fee	\$5.00
Graduation Fee	\$45.00

Program Detail	Information
Launch Date	July 2026

Program Description

The Associate of Biblical Studies is a two-year, foundational degree designed to equip students with a strong understanding of Scripture, essential Christian doctrines, and practical ministry skills. Students complete core Bible courses, doctrinal studies, ministry formation, and a supervised practicum. This degree prepares graduates for a broad range of ministry and service roles within the local church and beyond.

Curriculum

Course Code	Course Title	Credits
BS-203	Foundations of Faith	3
BS-215	Teaching Tactics	3
BD-201	Understanding the Doctrine of the Bible	3
BD-202	Understanding the Doctrine of God	3
BD-203	Understanding the Doctrine of Christ	3
BD-205	Understanding the Doctrine of Salvation	3
OT-204	Basic Bible Survey: Old Testament	3
NT-206	Basic Bible Survey: New Testament	3
BS-240	Biblical Theology	3
BT-102	Kingdom Living	3
BT-104	Developing a Biblical Worldview	3
BS-230	Ministry of The Holy Spirit	3
BS-212	Knowing God's Voice	3
SW-105	Intercessory Prayer	3
EM-120	Biblical Management Principles	3
CE-201	Introduction to Christian Ethics	3
CD-262	Leaven Like Evangelism	3
EM-110	Strategies For Spiritual Harvest	3

Course Code	Course Title	Credits
GE-101	Biblical Research & Writing	3
FP-500	Final Project / Practicum	6
TOTAL	60	

Course Descriptions

Basic Bible Survey: Old Testament — OT-204

Credits: 3 | Text: The Bible / Study Outline by Harvestime International Institute

This course presents an overview of Biblical history, geography, and life in Bible times. The course provides an outline for each book of the Bible and teaches outlining skills for expanding these basic outlines into more detailed studies of God's Word.

Basic Bible Survey: New Testament — NT-206

Credits: 3 | Text: The Bible / Study Outline by Harvestime International Institute

This course continues the study of the Bible with an outline for each book in the New Testament. Information includes the author, the people to whom the book was written, the purpose, key verse, main characters, and an outline of the content. Additional Resources: The Legacy Bible Series.

Understanding the Doctrine of the Bible — BD-201

Credits: 3

The Bible is God's revelation to all humanity. It describes in great detail the origins of the universe including the earth that we live in. It also describes the origin and nature of all humans.

Understanding the Doctrine of God — BD-202

Credits: 3

To fully understand the doctrine of God, we must clearly identify who God is and who He is intended to be. As Christians, it is imperative that we accurately recognize and understand who God is, in order to effectively share with others.

Understanding the Doctrine of Christ — BD-203

Credits: 3

The Doctrine of Christ serves as a cornerstone of the Christian faith, intricately weaving together His divine and human natures as well as His multifaceted roles.

Understanding the Doctrine of Salvation — BD-205

Credits: 3

Regeneration is essential for salvation — without it, a person remains spiritually dead and incapable of truly following God. It is more than just eternal life; it enables sanctification, meaning the believer can now grow in holiness and obedience to God. Unlike conversion, which involves a person's decision to follow Christ, regeneration is entirely God's work, making salvation possible in the first place.

Ministry of The Holy Spirit — BS-230

Credits: 3 | Text: Study Guide Material Through Harvestime International Institute

This study focuses on the ministry of the Holy Spirit, spiritual fruit, and spiritual gifts. Students are guided in discovery of their own spiritual gifts and position of ministry in the Body of Christ.

Knowing God's Voice — BS-212

Credits: 3 | Text: Study Guide Material Through Harvestime International Institute

This course explains how God speaks to men today and how to find His general and specific plans for life. A Christian model for decision making is presented, along with guidelines for overcoming wrong decisions, steps to take if you have missed the will of God, and methods for dealing with questionable practices.

Teaching Tactics — BS-215

Credits: 3 | Text: Study Guide Material Through Harvestime International Institute

This course examines the methods Jesus used to teach and preach the Gospel. Students are taught how to prepare and present lessons and how to teach and preach the Gospel.

Intercessory Prayer — SW-105

Credits: 3 | Text: Study Guide Material Contributed by Harvestime International Institute

In this study, you will learn what intercessory prayer is and how to do it effectively using dynamic spiritual resources. You will learn what to pray for, how to overcome hindrances to intercessory prayer, and how to get started and keep going.

Introduction to Christian Ethics — CE-201

Credits: 3 | Text: Course Material Through SOTS

This course introduces the student to the branch of Christian Theology that defines right and wrong behavior from a biblical perspective. It is an in-depth study of the moral principles required by God of His children in their homes, workplaces, local church assemblies, and communities.

Leaven Like Evangelism — CD-262

Credits: 3 | Text: Study Guide Material Contributed by Harvestime International Institute

The Gospel of the Kingdom spreads throughout the world as leaven in bread dough. Effective evangelism strategies are taught, including detailed instruction on the deliverance ministry, church planting, and techniques of networking between ministries.

Foundations of Faith — BS-203

Credits: 3 | Text: Study Guide Material Contributed by Harvestime International Institute

This course stresses the importance of proper spiritual foundations for life and ministry by focusing on foundations of the Christian faith identified in Hebrews 6:1: Repentance, faith, baptism, laying on of hands, resurrection, and eternal judgment.

Kingdom Living — BT-102

Credits: 3 | Text: Course Material by Harvestime International

This course concerns the Kingdom of God. It introduces the two spiritual kingdoms, their rulers, and residents. It provides spiritual keys for gaining access to the Kingdom of God. Kingdom parables are explained, and patterns and principles of living are stressed.

Biblical Theology — BS-240

Credits: 3 | Text: Study Guide Material Contributed by Harvestime International Institute

This is a comprehensive course on topics relating to theology. The purpose of this study is to provide a summary for independent learning and/or teaching of basic theological concepts using the Scriptures as the primary resource.

Developing a Biblical Worldview — BT-104

Credits: 3 | Text: Course Material by Harvestime International

This course explains the "world view" revealed in the Bible, tracing it from Genesis through Revelation. It explains God's plan for the nations and presents the challenge to become a "World Christian."

Biblical Management Principles — EM-120

Credits: 3 | Text: Course Material by Harvestime International

This course introduces the subject of management, identifies leadership positions, and stresses the importance of the anointing to lead. Biblical principles of leading like a servant and shepherd and qualifications for leaders are discussed. Major tasks of leaders are reviewed, with emphasis on decision making and handling conflicts. Guidelines for training leaders and followers are given, and principles of success and reasons for failure examined.

Strategies For Spiritual Harvest — EM-110

Credits: 3 | Text: Study Guide Material Contributed by Harvestime International Institute

The course leads through four steps: Visualization, Conceptualization, Objectification, and Expectation — to achieve the vision God has placed in each student.

Biblical Research & Writing — GE-101 (Degree Program Only)

Credits: 3 | Text: Course Material Through SOTS

This introductory course equips students with the foundational skills needed to study Scripture with accuracy, depth, and clarity. Students are introduced to essential research tools, methods of biblical interpretation, academic writing standards, and the process of developing well-supported biblical arguments. Students will learn how to use concordances, lexicons, commentaries, digital study platforms, and scholarly resources to strengthen their understanding of Scripture. Emphasis is placed on writing devotionals, reflection papers, ministry essays, and research-based assignments with clarity, organization, and theological integrity.

Final Project / Practicum — FP-500

Credits: 6

Students will create a ministry portfolio that includes: (1) A written doctrinal summary demonstrating understanding of God, Christ, salvation, and Scripture; (2) A 3–5 page biblical research paper (using skills from Biblical Research & Writing GE-101); (3) An evangelism or outreach plan (derived from Leaven Like Evangelism & Strategies for Spiritual Harvest).

Associate Degree 2: Associate in Biblical Counseling & Crisis Care

Program Detail	Information
Program Length	Two Years (Self-Paced)
Total Credits	60 Credits

Program Detail	Information
Ideal For	Pastors, Church and Ministry Leaders, Lay Counselors, Spiritual Mentors, Christian and Biblical Life Coaches, and individuals serving in rehabilitation and recovery settings
Tuition	FREE
Enrollment Fee	\$5.00
Graduation Fee	\$45.00
Launch Date	July 2026

Program Description

The Associates in Biblical Counseling & Crisis Care is a two-year degree program that equips students with the foundational concepts, practical techniques, and biblical principles needed to minister effectively to individuals navigating life's most difficult challenges. Building on the framework of the Diploma program, this degree takes students deeper into the ministry of counseling and crisis intervention, integrating sound biblical truth with compassionate, people-centered care. Students will be trained to guide counselees toward healing, wholeness, and a victorious, purposeful Christian life.

Curriculum

Course Code	Course Title	Credits
BC-101	Introduction to Biblical Counseling	3
CC-100	Introduction to Crisis Counseling & Intervention	3
BS-203	Foundations of Faith	3
GE-101	Biblical Research & Writing	3
CMHC-101	Introduction to Mental Health Coaching	3
BC-103	Benefits of Godly Wisdom	3
BS-215	Teaching Tactics	3
BC-202	Addiction & Recovery Counseling	3
BC-205	Introduction to Marriage & Family Counseling	3

Course Code	Course Title	Credits
BS-230	Ministry of The Holy Spirit	3
BC-206	Biblical Principles for Family Counseling	3
BS-212	Knowing God's Voice	3
SC-200	Practicing Self Care in Ministry	3
BC-102	Altar Counseling	3
SW-105	Intercessory Prayer	3
CE-201	Introduction to Christian Ethics	3
CD-101	Christian Discipleship	3
BT-102	Kingdom Living	3
FP-500	Final Project / Practicum	6
TOTAL	60	

Course Descriptions

Introduction to Biblical Counseling — BC-101

Credits: 3 | Text: Course Material Through SOTS

This course introduces the student to the ministry of counseling from a biblical perspective, the role of the biblical counselor, and the benefits of biblical counseling within the church.

Introduction to Crisis Counseling & Intervention — CC-100

Credits: 3 | Text: Course Material Through SOTS

This course introduces the student to the concept of crisis counseling, how to utilize effective interventions within the context of scripture and our Christian faith to minister to those struggling either in your church, small groups, or within the community at large.

Foundations of Faith — BS-203

Credits: 3 | Text: Study Guide Material Contributed by Harvestime International Institute

This course stresses the importance of proper spiritual foundations for life and ministry by focusing on foundations of the Christian faith identified in Hebrews 6:1: Repentance, faith, baptism, laying on of hands, resurrection, and eternal judgment.

Biblical Research & Writing — GE-101

Credits: 3 | Text: Course Material Through SOTS

This introductory course equips students with the foundational skills needed to study Scripture with accuracy, depth, and clarity. Students are introduced to essential research tools, methods of biblical interpretation, academic writing standards, and the process of developing well-supported biblical arguments. Students will learn how to use concordances, lexicons, commentaries, digital study platforms, and scholarly resources to strengthen their understanding of Scripture. Emphasis is placed on writing devotionals, reflection papers, ministry essays, and research-based assignments with clarity, organization, and theological integrity.

Introduction to Christian Mental Health Coaching — CMHC-101

Credits: 3 | Text: Course Material Through SOTS

The Introduction to Christian Mental Health Coaching course introduces the learner to the field of mental health coaching. It is ideal for individuals who are already coaches seeking to expand their coaching ministry practice, for biblical counselors, mental health advocates who would like to incorporate mental health coaching into their practice, and other ministers and church leaders who would like to know about mental health and how to offer essential coaching support from a Christian perspective to their congregation, communities, or small group members.

Benefits of Godly Wisdom — BC-103

Credits: 3 | Text: Course Material Through SOTS

In this study, the student will learn about what godly wisdom is, and the importance of godly wisdom in the area of biblical counseling.

Teaching Tactics — BS-215

Credits: 3 | Text: Study Guide Material Through Harvestime International Institute

This course examines the methods Jesus used to teach and preach the Gospel. Students are taught how to prepare and present lessons and how to teach and preach the Gospel.

Addiction & Recovery Counseling — BC-202

Credits: 3 | Text: Course Material Through SOTS

This course introduces the student to the world of addiction. By the end of the course, you will understand what addiction is, the different forms of addiction, and the addictive cycle. With the guidance of the Holy Spirit and the application of biblical principles, the student will know how to plan and deliver the best care possible to those struggling with unhealthy habits in your church or community.

Introduction to Marriage & Family Counseling — BC-205

Credits: 3 | Text: Course Material Through SOTS

This course introduces the student to marriage and family counseling. Students will learn how to apply effective tools and strategies to help the couples they counsel within their local churches and communities overcome issues in their marriages, thereby strengthening and building lasting relationships.

Ministry of The Holy Spirit — BS-230

Credits: 3 | Text: Study Guide Material Through Harvestime International Institute

This study focuses on the ministry of the Holy Spirit, spiritual fruit, and spiritual gifts. Students are guided in discovery of their own spiritual gifts and position of ministry in the Body of Christ.

Biblical Principles for Family Counseling — BC-206

Credits: 3 | Text: Course Material Through SOTS

This course introduces the student to family counseling from a biblical perspective. The student will learn the fundamental biblical principles and strategies to help counsel and minister to the Christian family.

Knowing God's Voice — BS-212

Credits: 3 | Text: Study Guide Material Through Harvestime International Institute

This course explains how God speaks to men today and how to find His general and specific plans for life. A Christian model for decision making is presented, along with guidelines for overcoming wrong decisions, steps to take if you have missed the will of God, and methods for dealing with questionable practices.

Practicing Self Care in Ministry — SC-200

Credits: 3 | Text: Course Material Through SOTS

This course highlights the importance of persons in ministry practicing self-care. It shows the learner what scripture says about taking care of oneself as one carries out God's work.

Altar Counseling — BC-102

Credits: 3 | Text: Study Guide Material Contributed by Harvestime International Institute

This training course aims to prepare the student to become an effective altar counselor and work cooperatively with the pastoral staff. Altar Counselors are specially trained ministry workers. Their role is to come alongside new converts, pray for them, and counsel them about the love of Christ and what it means to receive Jesus Christ into their hearts and lives.

Intercessory Prayer — SW-105

Credits: 3 | Text: Study Guide Material Contributed by Harvestime International Institute

In this study, you will learn what intercessory prayer is and how to do it effectively using dynamic spiritual resources. You will learn what to pray for, how to overcome hindrances to intercessory prayer, and how to get started and keep going.

Introduction to Christian Ethics — CE-201

Credits: 3 | Text: Course Material Through SOTS

This course introduces the student to the branch of Christian Theology that defines right and wrong behavior from a biblical perspective. It is an in-depth study of the moral principles required by God of His children in their homes, workplaces, local church assemblies, and the communities they live in.

Christian Discipleship — CD-101

Credits: 3 | Text: Provided by In Thy Word Ministries and Harvestime International Network

Getting started on your journey of spiritual growth. This course covers the Basics, Why God, Bible and You, Who Christ is, What He has Done, Prayer, and Bible Reading.

Kingdom Living — BT-102

Credits: 3 | Text: Course Material by Harvestime International

This course concerns the Kingdom of God. It introduces the two spiritual kingdoms, their rulers, and residents. It provides spiritual keys for gaining access to the Kingdom of God. Kingdom parables are explained, and its patterns and principles of living are stressed.

Final Project / Practicum — FP-500

Credits: 6

Students will create a comprehensive counseling ministry portfolio integrating biblical counseling theory and practical application. The portfolio includes: (1) A written biblical counseling case study demonstrating application of course principles; (2) A 3–5 page research paper on a relevant counseling ministry topic (using skills from Biblical Research & Writing GE-101); (3) A personal ministry plan outlining how the student will implement biblical counseling in their local church or community context.

Section 12: Complete Course Listing (Master List)

The following is a comprehensive master listing of all courses offered or used within SOTS programs, organized by curriculum source. All third-party materials are used with express permission of the respective copyright holders. All materials are copyrighted where indicated.

Harvestime International Network Curriculum

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1. Altar Counseling
2. Angels of God / Ministering Spirits — BT-105
3. Basic Bible Survey: Old Testament — OT-204
4. Basic Bible Survey: New Testament — NT-206
5. Battle For The Body
6. Biblical Management Principles — EM-120
7. Biblical Meditation
8. Biblical Strategies for Confronting Crisis
9. Biblical Theology — BS-240
10. Biblical Worship
11. Creative Bible Study Methods
12. Developing a Biblical Worldview — BT-104
13. Divine Division
14. Divine Dwelling – Psalm 91
15. Divine Provision: Biblical Financial Strategies
16. Foundations of Faith — BS-203
17. Intercessory Prayer — SW-105
18. Jail and Prison Ministry

19. Kingdom Living — BT-102
20. Knowing God's Voice — BS-212
21. Leaven-Like Evangelism — CD-262
22. Management by Objectives
23. Ministering in the Prophetic
24. Ministry of The Holy Spirit — BS-230
25. Mobilization Methodologies — CD-110
26. New Believer's Guidelines
27. Overview of The Gospels — GP-301
28. Power Principles — PP-100
29. Principles of Environmental Analysis
30. Spiritual Strategies (Warfare) — SW-201
31. Strategies For Spiritual Harvest — EM-110
32. Strategic Spiritual Warfare
33. Teaching Tactics — BS-215
34. Understanding Biblical Numbers
35. Women, A Biblical Profile

In Thy Word Ministries (ITW) Discipleship Curriculum

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36. Christian Discipleship — CD-101
37. Christian Discipleship — CD-102
38. Christian Discipleship — CD-103
39. Christian Discipleship — CD-104
40. Christian Discipleship — CD-105
41. Christian Discipleship — CD-106

42. Christian Discipleship — CD-107

43. Christian Discipleship — CD-108

44. Christian Discipleship — CD-109

SOTS Original Curriculum

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45. Addiction & Recovery Counseling — BC-202

46. Altar Counseling — BC-102

47. Benefits of Godly Wisdom — BC-103

48. Biblical Principles for Family Counseling — BC-206

49. Biblical Research & Writing — GE-101

50. Christian Life Coaching — BLC-101

51. Christian Life Coaching (Advanced) — BLC-102

52. Cultural Adjustment & Sensitivity Training for Mission Field Workers — EM-111

53. Foundations of Christian Mental Health Coaching — CMHC-102

54. Introduction to Biblical Counseling — BC-101

55. Introduction to Christian Ethics — CE-201

56. Introduction to Crisis Counseling & Intervention — CC-100

57. Introduction to Marriage & Family Counseling — BC-205

58. Introduction to Mental Health Coaching — CMHC-101

59. Practicing Self Care in Ministry — SC-200

60. Principles of Money Management

61. The Wife That Prays – Safeguarding Your Home

62. Tips on Maintaining a Work Life Balance for Christian Leaders

63. Understanding Substance Use Disorder – The Basics — SUD-100

Section 13: Contact and General Information

How to Reach Us

Contact Method	Details
Phone	+1 505-503-0754
Email	sosmbibletraining@yahoo.com
Mailing Location	Albuquerque, NM 87108
Website	www.swordspiritbible.com
YouTube	https://www.youtube.com/@sots2019
Facebook	http://facebook.com/groups/685088862225578

Social Media

Stay connected with Sword of The Spirit Bible Institute by following us on **YouTube** and **Facebook**. Our social media channels feature ministry resources, announcements, student encouragement, and updates on new courses and programs.

Legal and Administrative Policies

The following policies are available in full on the SOTS website (www.swordspiritbible.com):

- Privacy Policy
- Accessibility Statement
- Terms & Conditions
- Refund Policy

A Word of Encouragement: "For God hath not given us the spirit of fear; but of power, and of love, and of a sound mind." — 2 Timothy 1:7. We are honored to walk alongside you on this

journey of ministry training and spiritual formation. May God bless your studies and use you mightily for His Kingdom.

Enrollment

To enroll in any SOTS program, please visit the SOTS website at **www.swordspiritbible.com** or contact us at **sosmbibletraining@yahoo.com**. Our team will be happy to assist you with program selection and registration.

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