CHURCH PROPOSAL FOR JSMI DISCIPLESHIP TRAINING PROGRAM
CLASSROOM SETTING

1. Discipleship training will take place in a classroom setting using the JSMI curriculum - containing the 10 curriculums (outlines, review questions, handouts, Open Book Test, Final Exam, plus all the answer keys) and the audio teachings placed upon (1) one thumb drive for the price of $500 US dollars. Books included in the course are separate.

2. After student enrollment numbers are obtained by the church, orders for the books can be made to the USA office. The book fee for **all books included in the courses is $97 US dollars per student** to be paid <u>up front</u> for all the courses at the beginning of the school term. There will be no refund on the purchase of books if the student drops out. <u>Once the class has begun the church may not add more students to the class.</u>

    Therefore it will be incumbent upon the Administrator to inform the USA office in a timely manner regarding the start date(s) of the school so that the books arrival will coincide with or preferably arrive before the school term begins.

3. Each new school session the church will pay JSMI USA $500 dollars for the use of the materials.

4. Churches may charge their students for the courses and books; and are responsible for purchasing and producing all necessary paper/materials/books for their students. It may be necessary for JSMI to work with the church on this.

5. Churches **may not** reproduce the audio teachings for the students for individual use. Churches **may not** advertise this on any social media websites or their own websites with any JSMI logos or pictures from JSMI website. Flyers or letters with the church letter head advertising the JSMI DST program may be used. This program is to take place at the church in a classroom setting only.

6. An Administrator(s) will oversee the classes – this person(s) should be chosen by the pastors of the church.

7. Preferably the JSMI curriculum (10 courses) will be completed within a school term or 1 year by presenting at least **3-4 hours of teaching 1 time a week**. Administrator will need to include time for the Final Exam for each course and collecting and grading the Open Book Test that will be given to the student to complete at home.

8. All materials including books, transcripts and Certificates of Completion will be ordered and shipped through the USA office.

9. All grading and record keeping will be done by the Administrator from the church.

10. A yearly report including student names and final grades/course and final overall grade for entire level one work, would need to be sent from the Administrator to Joe McCroskey and Patty Gordon informing them of the number of students who have completed the courses during that school year.

11. A formal graduation at the end of the school term with a representative from JSMI present, is to be decided upon by the church. If there is not a significant number of students for that year's graduation, then they could combine with another year.

12. JSMI USA will prepare the transcripts and Certificates of Completion and send to the church for them to issue those to those students who complete the entire year (all 10 courses).

    This means the Administrator must get the **grade point average for each course** per student, and an **overall grade point average for all 10 courses** combined per **each** student, plus the graduates' names <u>as they want them on the certificates</u> to JSMI USA (Patty Gordon) in a timely manner especially if a graduation has been planned.

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Patty Gordon, USA Bible School Dean/Director   Church Pastor