

**The Original Cape Fear and Southwestern
Free Will Baptist Annual Conference**

2801 Mount Pisgah Church Road
Sanford, North Carolina 27332



MINISTERS TRAINING INSTITUTE

FALL 2023

Bishop Frederick E. Clarida, Sr. – Presiding Prelate
Bishop Wayne E. McKoy, Sr. – Vice President



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Greetings to All Ministers,

It is with great pleasure that we extend another wonderful opportunity for all ministers of the gospel and Bible students to sharpen their tools. The **Minister's Training Institute (MTI)** was designed with the sole purpose of better equipping our preachers and pastors for the work of the ministry. Being housed at Star of Hope in Sanford makes it more centrally located for our conference churches. We have great instructors eager and willing to teach. We have a biblically sound curriculum. We have made the classes available to our ministers and other conference members at no cost. The one thing we are often lacking are students to meet the minimum enrollment in some of our classes.

We have heard numerous testimonies from those who have attended MTI in the past. All of these students agree that the teachings they learned through attending MTI have made them better prepared as a minister. The Apostle Paul encourages young Timothy to *study to shew himself approved unto God, a workman that needeth not to be ashamed, rightly dividing the word of truth*. It is with this purpose in mind that we encourage all clergy and interested conference members to take full advantage of this wonderful opportunity.

It is expected that all clergy will engage in some form of formal learning on a consistent basis in order to have their license renewed. MTI can serve as the vehicle in acquiring the credits needed for renewal as well as create an environment that fosters learning and godly fellowship. It is our desire that each minister will be the best that they can be and I truly believe that MTI can help to serve in obtaining this goal. As we serve this present age, we need to be sure that we have done all that we can do to prepare ourselves. Being fully prepared positions us that we might make full use of the ministry which we have been given through Jesus Christ our Lord.

We look forward to having you join us at the Minister's Training Institute.

In His Service,

Bishop Frederick E. Clarida, Sr.

Bishop Frederick E. Clarida, Sr.

Presiding Bishop

Bishop Frederick E. Clarida, Sr., President
Bishop Wayne E. McKoy, Sr., Vice President
Bishop Reginald S. Hinton, Sr., President Emeritus

Mother Brenda Williams, Secretary
Elder Angela Smith, Assistant Secretary
Elder Robert McArthur, Administrative Assistant



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To My Co-Laborers in Christ,

Grace and peace to you from God the Father and the Lord Jesus Christ!

As we come to the end of another semester at the Ministers' Training Institute, I salute all who have successfully completed your classes through MTI and I would like to take this opportunity to encourage others to consider enrolling today. Please don't miss this great opportunity to increase your knowledge of His word while creating and strengthening the bonds between your fellow co-laborers in the gospel.

We are living in time where Satan desires to creep into the hearts and minds of God's people, trying to dilute and discredit His word. The Apostle Paul lets us know as he instructed young Timothy to: "Study to show thyself approved unto God, a workman that needeth not to be ashamed, rightly dividing the word of truth."

I join Bishop Clarida in encouraging all who are willing, to make a commitment to attend the courses offered through the Minister's Training Institute. I feel that the courses offered would be of great value to all, whether you are a young minister or a seasoned Elder. I have taken most courses offered by MTI and they were of great and continuing benefit to me.

My people are destroyed for lack of knowledge: because thou hast rejected knowledge, I will also reject thee, that thou shalt be no priest to me: seeing thou hast forgotten the law of thy God, I will also forget thy children Hosea 4:6 (KJV)

Sincerely with the Grace of God,
Bishop Wayne E. McKoy, Sr.
Bishop Wayne E. McKoy Sr.
Vice President

Bishop Frederick E. Clarida, Sr., President
Bishop Wayne E. McKoy, Sr., Vice President
Bishop, Reginald S. Hinton, Sr., President Emeritus

Mother Brenda Williams, Secretary
Elder Angela Smith, Assistant Secretary
Elder Robert McArthur, Administrative Assistant



*The Original
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Course Title: Leadership

Credits - 12

Approximate Length: 8 Sessions

Class Schedule: Every other Saturday 9:00 a.m. – 11:00 a.m. unless otherwise stated by the instructor.

Textbook: Jesus on Leadership by C. Gene Wilkes

Instructor: TBD

Course Objective: This course is intended to help each student learn various aspects about leadership that will help you to become a more effective leader.

We will examine:

Various leadership Principles
Practical Ways of Leading
Servant Leadership Concept

Class Format: Students are expected to exhibit a level of commitment commensurate with their calling. The session duration is 2 hours, and the class will meet every other week. **Students are expected to have cameras on and to be active participants during the lesson.** Students will be given review questions at various intervals during the class. Questions are to be submitted to ministtermckoy@yahoo.com on Sunday by 12:00 midnight during the week that there is no class. If students are not taking the course for licensure renewal credits, they would not be required to complete questions.

At the completion of this course students should be able to apply these leadership principles in leading with greater understanding and confidence as they reflect on how Jesus led and sought to empower His followers.

Leadership Course Syllabus

Week 1
Down From the Head Table

Week 2
Humble Your Heart

Week 3
First Be a Follower

REVIEW QUESTIONS

Week 4
Find Greatness in Service

Week 5
Take Risks

Week 6
Take Up the Towel

REVIEW QUESTIONS

Week 7
Share Responsibility and Authority

Week 8
Build a Team

REVIEW QUESTIONS



The Original Cape Fear & Southwestern Free Will Baptist Annual Conference Ministers' Training Institute

Course Title: Ministry Fundamentals – 7 Credits

Intended Audience: General Clerical Body

Approximate Length: 15 Sessions – 2 sessions per class

Text books: See attached

Course Objective:

The intent of this course is to examine the foundational principles of Ministry.

This class is a prerequisite and all MTI students are required to complete this course.

Students of this course should develop the understanding that Ministry is a Calling not a Career.

To that end, this course will seek to address the following:

- CALLING vs. CAREER
- Establishment of good study habits
- Ministry = SERVICE
- To God
- Church Leadership
- Church Congregation
- Community
- Ministry requires Discipleship
- The importance of Integrity
- The importance of Character
- The importance of a good prayer life

Class Format:

This is a class, meant to prepare individuals for Ministry; there would be a focus on discipline. Students would be expected to exhibit a level of commitment commensurate with this vocation. The class duration would be approximately 2 hours and all students would be expected to complete various homework assignments and projects.

Students will be tested both mid-course and final.

A term paper would be required.

Ministry Fundamentals

Course Study

Session One
Study Habits

Session Two
Calling vs. Career

Session Three
From Believer to Disciple

Session Four
Periodic Test 1

Session Five
The Servants Heart

Session Six
A Defender of the Faith

Session Seven
Mid – Term Exam - Written

Session Eight
Mid –Term Exam - Oral

Session Nine
The Character of a Minister

Session Ten
Be Ye an Example

Session Eleven
The Persecution of the Minister

Session Twelve
Periodic Test 2

Session Thirteen
Importance of Prayer & Fasting to the Minister

Session Fourteen
Ethics & Etiquette

Session Fifteen
Final Exam



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Ministry Fundamentals Required Textbooks

- **King James Study Bible** (Suggested types Application or Open)
- **Strong's Exhaustive Concordance with CD-ROM, Updated Version**
Hendrickson Publishers / 2007 / Hardcover
Retail Price: \$29.95
CBD Price: \$12.99
You Save \$16.96 (57%)
CBD Stock Number: WW633598
- **Matthew Henry's Commentary on the Whole Bible, Complete and Unabridged**
By: [Matthew Henry](#)
More in [Matthew Henry Series](#)
Hendrickson Publishers / 1991 / Hardcover
Retail Price: \$39.95
CBD Price: \$24.99
You Save \$14.96 (37%)
CBD Stock Number: WW7532X
- **The New Unger's Bible Dictionary, Revised and Expanded**
Edited By: [Merrill F. Unger](#)
By: [R.K. Harrison, ed.](#)
Moody Publishers / 2006 / Hardcover
Retail Price: \$39.99
CBD Price: \$29.99
You Save \$10.00 (25%)
CBD Stock Number: WW90662
- **Ministerial Ethics and Etiquette**
By: [Nolan Harmon](#)
Abingdon Press / 1997 / Paperback
Retail Price: \$17.00
(Available through CBD.Com / approximate Price= \$13.99)
- **Manners & Customs of the Bible**
By: [James M. Freeman](#)
Whitaker House Publishers / 1996 / Paperback
([Rate This Product](#))
Retail Price: \$17.99
CBD Price: \$14.39
You Save \$3.60 (20%)
CBD Stock Number: WW3682907
- **Hardcover Bound Journal**
- **1 composition notebook**



*The Original
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Course Title: Romans

Approximate Length: 13 Sessions

Textbook: See below

Textbook

- Be Right by Warren W. Wiersbe (ISBN: 9781434768476)

Purpose

1. To be a witness and lead someone to Jesus Christ
2. To make the book of Romans come alive and livable
3. To discern the practical essentials for Christian growth and development and challenge the student to develop habits of Bible reading
4. To see how the Scriptures provide practical solutions to life's problems and needs.

Grading

1. Class Attendance/Participation – Students are expected to actively engage in class discussions with cameras on. Students are expected to block class time to minimize disruptions and distractions. Students are allowed to miss one night per semester without it affecting the grade. (15%)
2. Memory Verses – Students are expected to memorize verses throughout the semester using the King James Version (20%)
3. Weekly Reading Assignments – Each week, reading worksheets will be completed to confirm completion of the reading assignments. (20%)
4. Mid-Term Exam (20%)
5. Final Exam (25%)

Late Policy

- Students can turn in one homework assignment late with no penalty per semester. Any assignment after that will receive a 5% deduction per day late.
- Late assignments will ONLY be accepted given proper communication with instructor. (Unless there is a legitimate reason why you could not talk to the instructor BEFORE the due date to coordinate adjustments, the late work will not be accepted.)

Google Classroom

- All assignments and class documents will be in the Google Classroom. This will be the central point for grading and communications within the course.
- Google Classroom Link - <https://classroom.google.com/c/NTgwOTU5NDU0MTM4?cjc=xueqynt>

Class Schedule

Date	Required Reading	Assignment Due
Week 1	First Day of Class 😊	First Day of Class 😊
Week 2	Wiersbe – Chapter 1 Romans 1:1-17	Reading Assignment #1
Week 3	Wiersbe – Chapter 2 Romans 1:18-3:20	Reading Assignment #2
Week 4	Wiersbe – Chapter 3 Romans 3:21-4:25	Reading Assignment #3 Romans 1:16,17; Romans 2:11
Week 5	Wiersbe – Chapter 4 Romans 5	Reading Assignment #4 Romans 3:19, 23
Week 6	Wiersbe – Chapter 5 Romans 6	Reading Assignment #5 Romans 5:1,8
Week 7		Mid-Term Exam
Week 8	Wiersbe – Chapter 6 Romans 7	Reading Assignment #6 Romans 6:23
Week 9	Wiersbe – Chapter 7 Romans 8	Reading Assignment #7 Romans 8:28, 31
Week 10	Wiersbe – Chapters 8 & 9 Romans 9-10	Assignment #8 & #9
Week 11	Wiersbe – Chapters 10 & 11 Romans 11-13	Assignment #10 & #11
Week 12	Wiersbe – Chapters 12 – 13 Romans 14 - 16	Assignment #12 & #13
Week 13		Final Exam



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Course Title: Doctrine of the Holy Spirit - 12 Credits

Prerequisite:

Approximate Length: 12 Sessions

Textbook: See below

Course Objective:

The purpose of this course is to examine the basic doctrine of the Holy Spirit and for students to realize the importance of the Holy Spirit's role in their fulfillment of God's purpose for their life. It will include the:

1. Evolution of the Doctrine of the Holy Spirit
2. Personality of the Holy Spirit
3. Deity of the Holy Spirit
4. Names and Titles of the Holy Spirit
5. Emblems of the Holy Spirit
6. Ministries of the Holy Spirit
7. Gifts of the Holy Spirit
8. Fruit of the Holy Spirit

Class Format:

Students are expected to exhibit a level of commitment commensurate with this vocation. The Session duration is approximately 2 hours, and all students are expected to actively participate in class discussions, reading and homework assignments.

Students' knowledge & comprehension will be tested by quizzes and a final exam.

Doctrine of the Holy Spirit

Course Syllabus

Week One

Introduction / Evolution of the Doctrine of the Holy Spirit

Week Two

Personality of the Holy Spirit

Week Three

Personality & Deity of the Holy Spirit

Week Four

Deity of the Holy Spirit & Quiz 1

Week Five

Names and Titles of the Holy Spirit

Week Six

Emblems of the Holy Spirit

Week Seven

Ministries of the Holy Spirit – Part 1

Week Eight

Ministries of the Holy Spirit – Part 2

Week Nine

Ministries of the Holy Spirit – Part 3

Week Ten

Gifts of the Holy Spirit & Quiz #2

Week Eleven

Gifts of the Holy Spirit

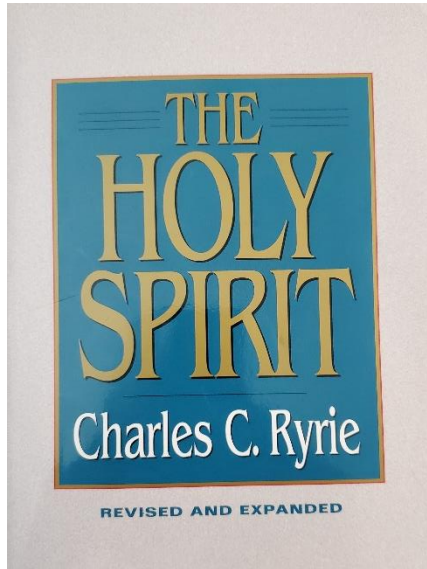
Week Twelve

Fruit of the Holy Spirit & Final Exam



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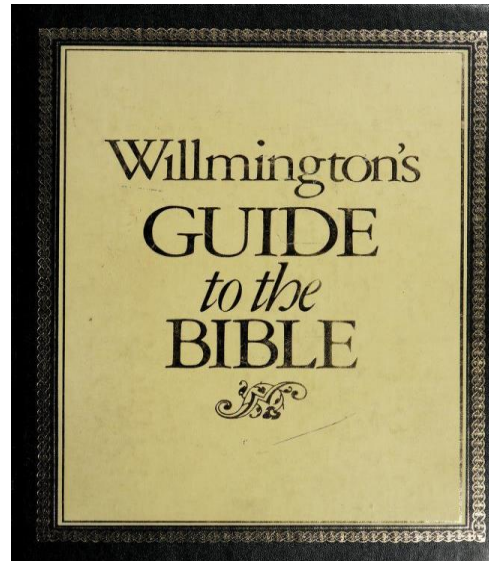
Required Reading



The Holy Spirit
By: Charles C. Ryrie
Moody / 1997 / Paperback

Section

\$12.99 (Amazon Price)



Willmington's Guide to the Bible
By: Harold Willmington

Handout - Doctrine of the Holy Spirit

(Provided by the instructor)



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Course Matrix

Below you will find a chart that will assist you in your course selection.

Please select the last course that you have successfully completed from the left hand column . and in the right hand column will be a list of the potenal courses that you may register for.

Please note not every course is offered every semester.

Last Course you successfully completed	The Courses you may enroll for
NONE	<ul style="list-style-type: none"> • Ministry Fundamentals
Ministry Fundamentals	<ul style="list-style-type: none"> • Sound Doctrine 1
Sound Doctrine 1	<ul style="list-style-type: none"> • Sound Doctrine 2 • Church History 1 • Church History 2
Sound Doctrine 2	<ul style="list-style-type: none"> • Church History 1 • Church History 2 • Hermeneutics • Christian Ethics
Church History 1	<ul style="list-style-type: none"> • Church History 2 • Hermeneutics • Christian Ethics
Church History 2	<ul style="list-style-type: none"> • Hermeneutics • Christian Ethics
Hermeneutics	<ul style="list-style-type: none"> • Homiletics • Christian Ethics
Homiletics	<ul style="list-style-type: none"> • Christian Ethics
Christian Counseling Basics	<ul style="list-style-type: none"> • Christian Counseling II

Admission Instructions

PLEASE RETURN ALL ADMISSION PACKETS BY

September 9, 2023

New Students

1. Acquire a letter of reference from your Senior Pastor.
2. Please complete the application for admission in its entirety.
3. Complete the registration form.
4. Please return the completed forms to
Online: capefearswac.org
E-mail: rhinton528@gmail.com

Returning Students

1. Complete the registration form.
2. Please return the completed forms to
Online: capefearswac.org
E-mail: rhinton528@gmail.com



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APPLICATION FOR ADMISSION

OFFICE USE ONLY	
DATE RECEIVED	_____
DATE PROCESSED	_____
STUDENT ID NO.	_____

PLEASE RETURN COMPLETED APPLICATION TO

Preferred Method
Online: capefearswac.org
E-mail: rhinton528@gmail.com

If you are unable to email the information you may mail it to:
Bishop Reginald S. Hinton
4801 Waybridge Court
Raleigh, NC 27606

This application should be completed in detail. Please use N/A if any question is **NOT APPLICABLE**

PERSONAL INFORMATION

NAME _____
LAST FIRST MIDDLE

BIRTH DATE ___ / ___ / ___ **AGE** _____ **GENDER** MALE FEMALE

HOME ADDRESS _____
STREET CITY ST ZIP COUNTY

MAILING ADDRESS _____
STREET CITY ST ZIP COUNTY

HOME PHONE (_____) _____ **CELL** (_____) _____

EMAIL ADDRESS _____

CHRISTIAN EXPERIENCE

*****A Letter of Reference from your Pastor must be submitted with this application.*****

Current Church Affiliation _____

PASTOR _____

How long have you been a member of the above-named Church? _____



Current Ministerial Status Ministerial Candidate Minister Ordained Elder Pastoring Elder

How long have you been saved? _____ Year that you were called into the Ministry _____

THE ORIGINAL
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MINISTERS' TRAINING INSTITUTE
APPLICATION FOR ADMISSION
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CHRISTIAN EXPERIENCE-continued

Previous Church Affiliation _____

Church Address _____
STREET CITY ST ZIP

Church Telephone (_____) _____

Previous Pastor _____

Denominational Affiliation of Previous Church _____

Length of your membership in the above named church _____

EDUCATIONAL BACKGROUND

SECULAR STUDIES

HIGH SCHOOL ATTENDED _____ GRADUATION DATE _____

COLLEGE ATTENDED _____ GRADUATION DATE _____

DEGREE(S) RECEIVED _____

THEOLOGICAL STUDIES

SCHOOL ATTENDED _____

DEGREE(S) RECEIVED _____

I _____, do hereby request admission to the Original Cape Fear & Southwestern Free Will Baptist Annual Conference Ministers' Training Institute. It is my desire to give God my best: therefore it is with a sober minded commitment that I do hereby state that I will make every effort to show myself a workman unto God rightly dividing the word of truth.



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REGISTRATION FORM

NAME: _____

Telephone: _____ **Cell:** _____

Email: _____

Please find below a listing of the classes currently being offered, we ask that you indicate the class that you wish to attend.

COURSES OFFERED

<p>Course Title: Ministry Fundamentals Instructor: Elder John Woods Location: Online Instruction Course Duration: 12 Sessions Class Frequency: Weekly every Saturday @ 9:00 a.m. Class Duration: 2 Hours Course Start Date: September 16, 2023 Please enroll me in this class _____</p>	<p>Course Title: Doctrine Of The Holy Spirit Instructor: Deacon Michael Hicks Location: Online Instruction Course Duration: 14 Sessions Class Frequency: Weekly every Thursday at 7:00 p.m. Class Duration: 2 Hours Course Start Date: September 14, 2023 Please enroll me in this class _____</p>
<p>Course Title: Romans Instructor: Elder Quintin J. Johnson Location: Online Instruction Course Duration: 13 Sessions Class Frequency: Weekly every Saturday @ 9:00 a.m. Class Duration: 2 Hours Course Start Date: September 16, 2023 Please enroll me in this class _____</p>	<p>Course Title: Leadership Instructor: To Be Determined Location: Online Instruction Course Duration: 8 Sessions Class Frequency: Every other week on Saturday @ 9:00 a.m. Class Duration: 2 Hours Course Start Date: September 16, 2023 Please enroll me in this class _____</p>

*****Please Note - Enrollment in all classes is on a first come / first served basis.**

****For new students**

This registration form will not be accepted without a completed Application for Admission.