

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

2801 Mount Pisgah Church Road
Sanford, North Carolina 27332



MINISTERS TRAINING INSTITUTE

SPRING 2026

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



The Original Cape Fear and Southwestern Free Will Baptist Annual Conference

2801 Mount Pisgah Church Road
Sanford, North Carolina 27332

Greetings to All Conference Members,

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

Elder Angela Smith, Secretary
Mother Mary L. McKoy, Assistant Secretary
Elder Robert McArthur, Administrative Assistant



The Original Cape Fear and Southwestern Free Will Baptist Annual Conference

2801 Mount Pisgah Church Road
Sanford, North Carolina 27332

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

Elder Angela Smith, Secretary
Mother Mary L. McKoy, Assistant Secretary
Elder Robert McArthur, Administrative Assistant



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

Course Title: History of Christianity: From Jerusalem to the U.S. - 12 Credits

Prerequisite:

Approximate Length: 13 Sessions

Textbook: See below

Course Objective:

The purpose of this course is to outline the development of the six general periods of Church history from the end of Jesus' ministry on earth to present times. Students will focus on the history, theology, culture, and times that enabled Christianity to spawn and grow. Prominent persons who impacted the Christian movement will be identified. Topics discussed during this course will include:

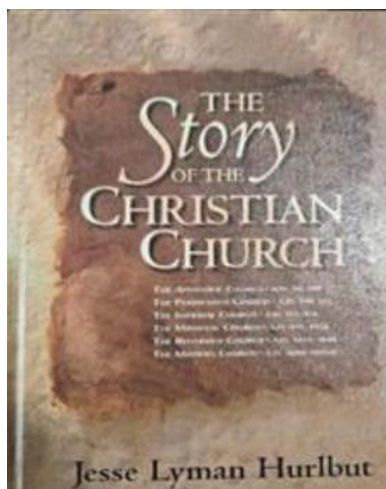
1. The Apostolic Church: A.D. 30 – 100
2. The Persecuted Church: A.D. 100 – 313
3. The Imperial Church: A.D. 313 – 476
4. The Medieval Church: A.D. 476 – 1453
5. The Reformed Church: A.D. 1453 – 1648
6. The Modern Church: A.D. 1648 – Continuing

Class Format:

Students are expected to exhibit a level of commitment to know the sequence and understand the events of the Christian movement. The Session durations are 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.

Required Reading



The Story of the Christian Church

By: Jesse Lyman Hurlbut

Amazon Price: \$16.00 (Paperback) / \$0.99 (Kindle)



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

History of Christianity: From Jerusalem to the U.S.

Instructor: Deacon Michael R. Hicks

Home Phone: 443-955-1506

email: mrhicks2850@gmail.com

Course Quizzes, Exams, and Grading Structure

Course work point values (Max obtainable points: 100):

- Class Attendance & Participation: 26 Points (2 points per class session)
- Quiz #1: 22 Points
- Quiz #2: 22 Points
- Final Exam: 30 Points

Administering of Quizzes and Exams:

- Quizzes & Exams are Open Book (Students are free to use textbook and course materials).
- Quizzes & Exams are administered online via Google Forms.
- Students will be provided with a link to access the quiz/exam along with a date by which the quiz/exam must be completed.

Grading Scale based on points achieved (Max obtainable points: 100):

- 90 – 100: A
- 80 – 89: B
- 70 – 79: C
- 60 – 69: D
- 59 or below: F

Course Syllabus

Week One

Introduction / Overview of Church History

Week Two

The Apostolic Church (A.D. 30 – 100) – Part 1

Week Three

The Apostolic Church (A.D. 30 – 100) – Part 2

Week Four

The Persecuted Church (A.D. 100 – 313) – Part 1

Week Five

The Persecuted Church (A.D. 100 – 313) – Part 2 & Quiz 1

Week Six

The Imperial Church (A.D. 313 – 476) – Part 1

Week Seven

The Imperial Church (A.D. 313 – 476) – Part 2

Week Eight

The Medieval Church (A.D. 476 – 1453) – Part 1

Week Nine

The Medieval Church (A.D. 476 – 1453) – Part 2 & Quiz #2

Week Ten

The Reformed Church (A.D. 1453 – 1648) – Part 1

Week Eleven

The Reformed Church (A.D. 1453 – 1648) – Part 2

Week Twelve

The Modern Church (A.D. 1648 – Continuing) – Part 1

Week Thirteen

The Modern Church (A.D. 1648 – Continuing) – Part 2 & Final Exam



*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



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

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

Christian Counseling Basics

Textbook

***Christian Counseling: A comprehensive Guide, 3rd edition
by Gary R. Collins, Ph.D.***

Course Objectives

The course provides insight into some basics of Christian Counseling and its importance in today's church.

Students completing this course will gain insight and competence in:

- The knowledge of the fundamental basics of Christian Counseling
- The knowledge of the ethics, morals and values involved with Christian Counseling
- The knowledge of the importance of Christian Counseling in +Church today
- The knowledge of the practicality of Christian Counseling in the Church and everyday life.
- The knowledge of how Christian Counseling can aid in changing the mindset of Christians who struggle with mental health deficits
- The knowledge of how mental wellness may affect a Christians relationship with God
- The knowledge of how stress and Anxiety can impact more areas of human functioning than just our mental wellness

Class Format

This course includes reading required course materials and being able to competently discuss the topics during each meeting. This course also includes a great deal of group work and role-play. Students may be asked to study specific chapters and present what they learned from that chapter to the class. A mid-term, final and detailed verbatim will be required for this course. Students successful in this course will be expected to complete all given class assignments, homework and group work. Though group work will be required; each member will receive a grade based on individual effort. Class participation will count as 5% of overall grade.

Session One
Counseling in Ministry – History (Beyond prayer)

Session Two
Ethics, Morals, Values (Do's and Don'ts)

Session Three
Relationships with the True Counselor (First things first)

Session Four
The Basics of Counseling

Session Five
Providing Guidance and Instruction (The answer will come)

Session Six
Counseling Issues #1

Session Seven
Mid-Term Exam (Written)

Session Eight
Counseling Issues #2

Session Nine
Counseling Issues #3

Session Ten
Level of Expertise (When to refer)

Session Eleven
Self-Care (Helping without becoming helpless)

Session Twelve
Counseling Issues #4

Session Thirteen
Final Exam



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

Course Title: Sound Doctrine 1 – 12 Credits

Prerequisite: Ministry Fundamentals

Approximate Length: 14 Sessions

Textbook: See below

Course Objective:

The objective of this course is to examine the basic doctrines of the Christian faith.

The Doctrine of God

The Doctrine of Jesus Christ

The Doctrine of the Holy Spirit

The Doctrine of Man

The Doctrine of Salvation

The Doctrine of the Church

The Doctrine of the Scriptures

The Doctrine of Angels

The Doctrine of Satan

The Doctrine of the Last Things

Class Format:

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.

Sound Doctrine 1

Course Study

Session One

The Doctrine of God

Session Two

The Doctrine of Jesus Christ

Session Three

The Doctrine of the Holy Spirit

Session Four

Periodic Test 1

Session Five

The Doctrine of Man

Session Six

The Doctrine of Salvation

Session Seven

Mid – Term Exam - Written

Session Eight

The Doctrine of the Church

Session Nine

The Doctrine of the Scriptures

Session Ten

The Doctrine of Angels

Session Eleven

Periodic Test 2

Session Twelve

The Doctrine of Satan

Session Thirteen

The Doctrine of Last Things

Session Fourteen

Final Exam



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

Sound Doctrine 2

Course Title: Sound Doctrine 2 – 7 Credits

Prerequisite: Sound Doctrine 1

Approximate Length: 12 Sessions

Course Objective:

The objective of this course is to examine the basis for the doctrine of the Cape Fear & Southwestern Free Will Baptist Conference. It is designed to give students the opportunity to examine their convictions about God's interaction with man as it relates to salvation as well as the basic tenets of Original Free Will Baptist beliefs and organizational structure.

Denominational Doctrine

What is "Free Will"?

Arminianism

Calvinism

Free Will Baptist Doctrine

Free Will Baptist Ordinances

The OFWB Church Covenant

Free Will Baptist Organizational Structure

Class Format:

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 actively participate in class discussions, complete various homework assignments and projects.

Students will be tested both mid-course and final.

Term Paper:

A term paper of at least 6 pages, typed, double-spaced using a 12 point Times New Romans font is required. It will include bibliography and footnotes. The term paper should be related to Free Will Baptist doctrine or a related subject or an instructor-approved topic. The term paper is due two weeks prior to the end of the semester.

Sound Doctrine 2

Course Study

Session One

Introduction to Free Will Baptist Doctrine

Session Two

Arminianism and Calvinism

Session Three

Free Will Baptist Doctrine

Session Four

Test 1

Session Five

Free Will Baptist Doctrine
(Term Paper Topic Selected and Approved)

Session Six

Affirmation of Faith

Session Seven

Mid-Term Examination

Session Eight

Free Will Baptist Ordinances

Session Nine

Free Will Baptist Church Covenant

Session Ten

Test 2

Session Eleven

Free Will Baptist Organizational Structure
(Term Paper Due)

Session Twelve

Final Examination



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

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 potenial 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	• Ministry Fundamentals
Ministry Fundamentals	• Sound Doctrine 1
Sound Doctrine 1	• Sound Doctrine 2 • Church History 1 • Church History 2
Sound Doctrine 2	• Church History 1 • Church History 2 • Hermeneutics • Christian Ethics
Church History 1	• Church History 2 • Hermeneutics • Christian Ethics
Church History 2	• Hermeneutics • Christian Ethics
Hermeneutics	• Homiletics • Christian Ethics
Homiletics	• Christian Ethics
Christian Counseling Basics	• Christian Counseling II

Admission Instructions

PLEASE RETURN ALL ADMISSION PACKETS BY

January 17, 2026

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



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

APPLICATION FOR ADMISSION

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

OFFICE USE ONLY

DATE RECEIVED _____

DATE PROCESSED _____

STUDENT ID NO. _____

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 _____



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.

SIGNATURE

DATE



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

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

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: January 24, 2026 Please enroll me in this class _____	Course Title: Church History Instructor: Deacon Michael Hicks Location: Online Instruction Course Duration: 13 Sessions Class Frequency: Weekly every Thursday at 7:00 p.m. Class Duration: 2 Hours Course Start Date: January 22, 2026 Please enroll me in this class _____
Course Title: Sound Doctrine 1 Instructor: Bishop Wayne McKoy, Sr. Location: Online Instruction Course Duration: 12 Sessions Class Frequency: Every other Saturday @ 9:00 a.m. Class Duration: 2 Hours Course Start Date: January 24, 2026 Please enroll me in this class _____	Course Title: Sound Doctrine 2 Instructor: Bishop Fred Clarida, Sr. Location: Online Instruction Course Duration: 14 Sessions Class Frequency: Weekly on Saturday @ 9:00 a.m. Class Duration: 2 Hours Course Start Date: January 24, 2026 Please enroll me in this class _____
Course Title: Evangelism: Christian Counseling Instructor: Dr. David Jones Location: Online Instruction Course Duration: 12 Sessions Class Frequency: Weekly every Saturday @ 9:00 a.m. Class Duration: 2 Hours Course Start Date: January 24, 2026 Please enroll me in this class _____	

*****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.