



Fall 2015  
Student Handbook & Course Catalog



SALEM ALLIANCE CHURCH

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## THE **rti** DREAM

The **Reach Training Institute (rti)** dream began in the hearts of leaders at Salem Alliance Church (SAC) in Oregon, with a passion for training pastors and international workers who are *debt-free* and *field-ready*. Field-readiness is defined as biblically trained, theologically discerning, culturally engaged, Holy Spirit-empowered, and skilled for effective ministry.

The first Bible college in North American history, founded by A.B. Simpson in 1882, was devoted to serving unreached people and inspiring the church to fulfill Jesus' commission of world evangelization (Matthew 28:18-20). Established as the Missionary Training Institute (MTI), the first graduates boarded ship in New York City for the jungles of Belgian Congo in November, 1884. The leader of that first missionary band, John Condit, contracted dengue fever during the spring of 1885, and died four months later, "having given his all – his life – for Africa, the land he loved so well" (June, 1885, *The Word, Work, and the World*, Alliance Life Archives).

Since those first days of courageous global engagement, scores of ordinary men and women have been equipped with basic Bible training and practical ministry skills in order to reach lost people around the world. A formally-trained seminarian from Knox College in Toronto, Canada, Simpson regarded theological education as "often merely intellectual, scholastic, and traditional," and that sometimes "God has to put us to school again to unlearn much of what man has crammed into our brains, then to sit at the feet of Jesus" (Simpson, March, 1880, *The Gospel in All Lands*).

Established in October of 2013 to send out laborers into the harvest, **rti** hopes to build on the MTI tradition of equipping people with a clear call to full-time Christian service to the ends of the earth.

### VISION STATEMENT

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**rti** raises up leaders who are *debt-free and field-ready* for kingdom service. Through church-based theological education, and practical ministry experience, our primary objective is to prepare students for service internationally and locally, at the lowest possible cost.

The call to full-time international service is capturing the hearts of young people. Over 275 students who are regular SAC participants have responded to the call to take the gospel to the neighborhoods and nations as God allows, since 2007. The cost of education and length of preparation time with traditional approaches has resulted in many of these individuals pursuing other career paths. An affordable and accessible training option, set in the context of the local church, is the next step for those who are ready to say 'Yes' to the call to ministry. While the **rti** concept has its roots in identifying and training

workers primarily for international service, the same heart applies to U.S.-based ministry workers.

## ANTIOCH SCHOOL ACCREDITATION MODEL

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Academic credentials do not insure that someone is more competent or qualified to minister than someone without credentials. There are numerous examples of ministry leaders who have served faithfully and effectively without a college degree. A.W. Tozer is an example of a man who pastored in the local church without formal education, yet served effectively for over forty years. For some, self-study and informal education provide sufficient training for a lifetime of effectual service to God. For those choosing to pursue an accredited ministry degree in a non-traditional setting, **rti** is a valid alternative.

SAC leaders began conducting research on various approaches to accreditation in early 2010. Educational partners were sought with compatible ministry vision and accredited status. An innovative ministry preparation model captured our attention with a competency-based institution in Ames, Iowa.

Founded in 1986, the **Antioch School of Church Planting and Leadership Development** exists to equip pastoral and mission leaders in the way of Christ and His Apostles through theological education and ministry development. Antioch was accredited in 2010 by the Distance Education Accrediting Commission (DEAC) as the first church-based institution to be recognized by the U.S. Department of Education. The Antioch School established an educational model that offers ministry degrees at remote sites through a process of certification and on-going training at an affordable cost.

The SAC Governing Board completed a Memorandum of Understanding in November, 2012, that enables **rti** to offer the Antioch School Bachelor of Ministry degree in Salem, Oregon at an affordable cost. The **rti** Academic Council was formed to write supplementary curriculum, develop practicum guidelines, prepare instructors, and design a process for student program planning. Mentors, Ministry Practicum Supervisors, and Case Managers were recruited and trained. The first cohort of **rti** students began attending classes and preparing for ministry practicums during Winter Term 2014.

As potential **rti** students are recognized by Salem Alliance Church leadership as candidates for full-time service, they are encouraged to begin the admissions process through the Antioch School. Once officially enrolled through Antioch, **rti** students may begin taking courses and participating in ministry practicum experiences.

## INNOVATIVE EDUCATIONAL PARADIGM

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### *Church-Based Theological Education*

Core course curriculum developed by the Antioch School of Church Planting and Leadership Development has been designed to train students in the tradition of early church leaders. Additional courses are being developed by **rti** faculty and academic council that align with the overall goals and objectives of the program. Each of these courses is based in the life of the local church, not merely programs housed in church buildings.

### *Learning-by-Doing*

**rti** students engage in ministry practicums that are educational and experiential opportunities for growth in ministry skills in ‘learn-by-doing’ environments, while fulfilling district and national requirements for credentialing with the Christian & Missionary Alliance.

### *Non-Formal Learning*

The common approach to higher education is a formal, grade-centered model, where students learn about a topic in a lecture-style environment, and are then asked to recall and reflect upon that knowledge in the form of written exams and scholarly papers. One alternative to the formal model, is an informal approach without structure or design. Another approach, adopted by **rti**, is a non-formal model developed by the Antioch School in Ames, Iowa.

The non-formal approach to theological education takes place in the context of ministry, while character is built in the tradition of Paul’s mentoring relationship with Timothy. The Antioch model is biblically ordered learning that combines elements of formal and in-formal paradigms, along with hands-on training that prepares a student for immediate impact and influence.

### *Competency-Based*

**rti** students do not receive letter grades, rather they are assessed by knowledge acquisition, ministry skill, and character development. Through a robust portfolio system developed by Antioch School faculty, **rti** instructors and mentors are able to evaluate multiple layers of evidences demonstrating competency in various areas of study.

### *Socratic Discussion Model*

Antioch courses are built on Socratic methods designed to promote life-long learning and interactive discussion. Instructors are best described as facilitators of active listening, critical thinking, and inductive questioning.

## STATEMENT OF FAITH

### *God*

There is one God<sup>1</sup>, who is infinitely perfect<sup>2</sup>, existing eternally in three persons: Father, Son, and Holy Spirit.<sup>3</sup>

### *Jesus*

Jesus Christ is true God and true man.<sup>4</sup> He was conceived by the Holy Spirit and born of the Virgin Mary.<sup>5</sup> He died on the cross, the Just for the unjust,<sup>6</sup> as a substitutionary sacrifice.<sup>7</sup> All who believe in Him are justified on the grounds of His shed blood.<sup>8</sup> He rose from the dead according to the Scriptures<sup>9</sup> and is now at the right hand of the Majesty on high as our great High Priest.<sup>10</sup> He will come again to establish His kingdom of righteousness and peace.<sup>11</sup>

### *Holy Spirit*

The Holy Spirit is a divine person,<sup>12</sup> sent to indwell, guide, teach, and empower the believer<sup>13</sup> and convict the world of sin, righteousness, and judgment.<sup>14</sup>

It is the will of God that each believer should be filled with the Holy Spirit and be sanctified wholly,<sup>15</sup> being separated from sin and the world and fully dedicated to the will of God, thereby receiving power for holy living and effective service.<sup>16</sup> This is both a crisis and a progressive experience wrought in the life of the believer subsequent to conversion.<sup>17</sup>

### *Bible*

The Old and New Testaments, inerrant as originally given, were verbally inspired by God and are a complete revelation of His will for the salvation of men and women. They constitute the divine and only rule of Christian faith and practice.<sup>18</sup>

### *Salvation*

Men and women were originally created in the image and likeness of God.<sup>19</sup> They fell through disobedience, incurring thereby both physical and spiritual death. All men and women are born with a sinful nature,<sup>20</sup> are separated from the life of God and can be saved only through the atoning work of Jesus Christ.<sup>21</sup> The destiny of the impenitent and unbelieving is existence forever in conscious torment,<sup>22</sup> and that of the believer in everlasting joy and bliss.<sup>23</sup>

Salvation has been provided through Jesus Christ for all men; and those who repent and believe in Him are born again of the Holy Spirit, receive the gift of eternal life, and become the children of God.<sup>24</sup>

### *Church*

The Church consists of all those who believe on the Lord Jesus Christ, are redeemed through His blood, and are born again of the Holy Spirit. Christ is

the Head of the Body, the Church,<sup>25</sup> which has been commissioned by Him to go into all the world as a witness, preaching the Gospel to all nations.<sup>26</sup> The local church is a body of believers in Jesus Christ who are joined together for the worship of God, for edification through the Word of God, for prayer, fellowship, the proclamation of the gospel, and observance of the ordinances of baptism and the Lord's Supper.<sup>27</sup>

Provision is made in the redemptive work of the Lord Jesus Christ for the healing of the mortal body.<sup>28</sup> Prayer for the sick and anointing with oil are taught in the Scriptures and are privileges for the Church in this present age.<sup>29</sup>

### *Human Destiny*

There shall be a bodily resurrection of the just and of the unjust; for the former, a resurrection unto life;<sup>30</sup> for the latter, a resurrection unto judgment.<sup>31</sup>

The second coming of the Lord Jesus Christ is imminent<sup>32</sup> and will be personal, visible, and premillennial.<sup>33</sup> This is the believer's blessed hope and is a vital truth which is an incentive to holy living and faithful service.<sup>34</sup>

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<sup>1</sup>Deuteronomy 6:4; <sup>2</sup>Matthew 5:48; <sup>3</sup>Matthew 28:19; <sup>4</sup>Philippians 2:6 - 11; <sup>5</sup>Luke 1:34 - 38; <sup>6</sup>I Peter 3:18; <sup>7</sup>Hebrews 2:9; <sup>8</sup>Romans 5:9; <sup>9</sup>Acts 2:23 - 24; <sup>10</sup>Hebrews 8:1; <sup>11</sup>Matthew 26:64; <sup>12</sup>John 14:14 - 18; <sup>13</sup>John 16:13, Acts 1:8; <sup>14</sup>John 16:7 - 11; <sup>15</sup>I Thessalonians 5:23; <sup>16</sup>Acts 1:8; <sup>17</sup>Romans 6:1 - 14; <sup>18</sup>2 Peter 1:20 - 21, 2 Timothy 3:15 - 16; <sup>19</sup>Genesis 1:27; <sup>20</sup>Romans 3:23; <sup>21</sup>I Corinthians 15:20 - 23; <sup>22</sup>Revelation 21:8; <sup>23</sup>Revelation 21:1 - 4; <sup>24</sup>Titus 3:4 - 7; <sup>25</sup>Ephesians 1:22 - 23; <sup>26</sup>Matthew 28:19 - 20; <sup>27</sup>Acts 2:41 - 47; <sup>28</sup>Matthew 8:16 - 17; <sup>29</sup>James 5:13 - 16; <sup>30</sup>I Corinthians 15:20 - 23; <sup>31</sup>John 5:28 - 29; <sup>32</sup>Hebrews 10:37; <sup>33</sup>Luke 21:27; <sup>34</sup>Titus 2:11 - 14

## ACADEMIC CALENDAR 2015-2018

The **rti** Academic Calendar lists critical dates from 2015 thru 2018. **rti** courses are offered in 12-week terms throughout the year: Fall, Winter, and Spring. Students take classes on Tuesdays and Thursdays, providing multiple opportunities during the rest of the week for employment, practicums, homework, and relationship building. For scheduling of **rti** program components, such as General Education classes, Community Service/Great Books requirements, and customized Ministry Practicums, students must receive approval from their Case Manager.

<b>FALL TERM</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>
Cohort Retreat	Sept 1/2	Aug 30/31	Aug 29/30	Aug 28/29
Labor Day	Sept 7	Sept 5	Sept 4	Sept 3
Cohort Orientation	Sept 8 (T)	Sept 6 (T)	Sept 5 (T)	Sept 4 (T)
First Day of Class	Sept 15 (T)	Sept 13 (T)	Sept 12 (T)	Sept 11 (T)
Fall Open House	Oct 13 (T)	Oct 11 (T)	Oct 10 (T)	Oct 9 (T)
Thanksgiving Break	Nov 23-27	Nov 21-25	Nov 20-24	Nov 19-23
Fall Term ends	Dec 10 (Th)	Dec 8 (Th)	Dec 7 (Th)	Dec 6 (Th)

<b>WINTER TERM</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>
First Day of Class	-	Jan 5 (T)	Jan 3 (T)	Jan 2 (T)
Licensing Interviews	-	Jan 20 (W)	Jan 18 (W)	Jan 17 (W)
Winter Open House	-	Mar 15 (T)	Mar 14 (T)	Mar 13 (T)
Easter	-	Mar 27 (S)	Apr 16 (S)	Apr 1 (S)
Spring Break	-	Mar 21-25	Mar 20-24	Mar 19-23
Winter Term ends	-	Mar 31 (Th)	Mar 30 (Th)	Mar 29 (Th)

<b>SPRING TERM</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>
First Cohort Meeting	-	Apr 12 (T)	Apr 11 (T)	Apr 10 (T)
Spring Term ends	-	June 30 (Th)	June 29 (Th)	June 28 (Th)
Spring Commencement	-	-	-	May 4 (Cohort 1)

Note: All dates subject to review and revision by Antioch and **rti** leadership.

## ADMINISTRATION & FACULTY

### ADMINISTRATION

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The **rti** Office houses the Academic Dean, Coordinator, and Case Manager. Student services, graduation planning, ministry practicum planning, and classes take place in the **rti** Office area, along with meetings of volunteer teams and key stakeholders. The **rti** Student Development leader is housed in the Student Ministries department in the Salem Alliance Church office area.

The **rti** Academic Dean oversees academic affairs and acts as primary Certified Leader and liaison with Antioch School. The **rti** Coordinator supervises the **rti** Office and oversees daily operations. The **rti** Case Manager assists students make critical decisions in the areas of General Education completion and Ministry Practicum placement. The **rti** Student Development leader helps in the student recruitment process, and mentor development.

### ADJUNCT FACULTY

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Part-time adjunct faculty are assigned to various courses based on educational background, ministry effectiveness, and availability. Specific criteria for adjunct instructors include: 1) personal knowledge of Jesus Christ as Savior and Lord, 2) alignment with Salem Alliance Church mission and vision, 3) commitment to **rti** vision, goals, and objectives, 4) ability to effectively facilitate Socratic discussions and learning experiences that engage the entire cohort, and 5) expertise and experience teaching within subject area.

Potential adjunct instructors are identified by the **rti** Academic Council and/or **rti** Task Force and vetted by the Pastoral Management Team.

### ACADEMIC COUNCIL

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The **rti** Academic Council assists the Academic Dean in developing courses and educational program components in a volunteer capacity. Academic Council members fulfill a variety of important functions designed to support educational objectives and student advancement. Council members will be formed into working groups including, but not limited to, the following:

#### *Program Planning*

Academic Council members help guide the graduation planning process directed by **rti** Case Managers. Upon admission into the program, **rti** students will be assigned a Case Manager who assist them in making decisions about General Education classes, community service, and customized practicums.

#### *Instructor Development*

As adjunct faculty members are identified and recruited, the **rti** Academic Council will conduct appropriate faculty training and evaluations.

### *Curriculum Development*

Academic Council members will also serve as curriculum writers for certain elective courses. Various technical aspects of record keeping, website development and maintenance, and student portfolio access are maintained by Council specialists. The Chemeketa Community College Liaison will serve as a connector between the Chemeketa Nights and Weekend program and the **rti** Office for completion of General Education requirements for **rti** students who have not yet completed Integrative Core courses.

### *Ministry Practicum Development*

The Ministry Practicum Development group assists the **rti** Academic Dean in developing ministry practicums that align with **rti** program vision, course goals and objectives (See

## CASE MANAGER

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**rti** students are faced with a series of critical decisions that significantly affect the successful attainment of a ministry degree. The Case Manager's role is to guide students through the decision-making process year-by-year all the way to graduation. Students are responsible to arrange meetings with their Case Manager who approves decisions related to General Education courses, community service assignments, Great Books reading, and customized Ministry Practicums.

Students will be assigned an **rti** Case Manager upon acceptance into the program. The primary role of the Case Manager is to guide students through Program Planning, the process of critical-decision-making with General Education requirements, Ministry Practicums, and other components necessary for graduation.

Case Managers do not assign grades, award academic credit, or determine academic standing. Case Managers conduct regular student conferences to help them build confidence in decision-making along the way to graduation and field-readiness. Case Managers provide valuable feedback and input to **rti** administration regarding student progress and program effectiveness. It is the student's responsibility to schedule meetings with their Case Manager, follow-up on action items, stay current on all program requirements, and act with integrity.

## MENTORS

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Mentors support the development of **rti** students by providing spiritual care and conducting assessments in all aspects of the program. Initially, mentors will focus on the Life and Ministry Development area, particularly through the use of the Personal Development Assessment forms. Mentors will also speak into Ministry Practicum assignments and the development of learning contracts

throughout the program. Ideally, mentors are assigned to students for the duration of the four-year program, although this is not always possible.

### *Personal Development Assessments*

Students are required to have five Assessments completed and posted to their e-Portfolios each quarter by their mentors in order to graduate. It is the student's responsibility to meet with their mentors and undergo continual assessment of their ministry development.

Additionally, students are required to complete their own quarterly Spiritual Giftedness Assessment each quarter and post the completed form on their e-Portfolio as well.

All Personal Development Assessments are available on the **rti** Mentor website on Google Sites, under Assessment Forms tab. They are also available in fillable pdf format on the Antioch School website, under Student & Partner Services.

## MINISTRY SUPERVISORS

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Built on the apostolic tradition of the Apostles, Ministry Practicum are the cornerstone of **rti** programs. Ministry supervisors are assigned term-by-term to each student to insure that ministry objectives are being achieved. Each student progresses through a standard rotation of ministries around Salem Alliance Church over the first two years of the program, with the last two years being customized to fit specific long-term objectives and desires.

# INFORMATION & POLICIES

## ACADEMIC POLICIES

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### *Degree Program*

**rti** delivers the Bachelor of Ministry degree offered by the Antioch School of Church Planting and Leadership Development as detailed in the table below:

### **Antioch School - Bachelor of Ministry Program Overview**

		<b>Semester Hour Credits</b>
<b>1.</b>	<b>Life and Ministry Development</b>	<b>6</b>
	1.1 SIMA MAP and Responses	2
	1.2 Personal Development Plans and Revisions	2
	1.3 Personal Development Assessments w/Mentors	2
<b>2.</b>	<b>General Education</b>	<b>30</b>
	2.1 Integrated Core	
	Language: The Crucial Connection	2.67
	Art: The Aesthetic Experiences	2.67
	Heritage: The Living Past	2.67
	Institutions: The Social Web	2.67
	Nature: Ecology of the Planet	2.67
	Work: The Value of Vocation	2.67
	Identity: The Search for Meaning	2.67
	Homiletics: Communication Skills	2.31
	Sub-Total	21
	2.2 Community Service and/or Great Books	9
<b>3.</b>	<b>Antioch Leadership Series I Courses</b>	<b>30</b>
	3.1 Acts Course: Establish & Expansion of Early Church	3
	3.2 Pauline Epistles:	3
	3.3 Understanding the Essentials of Sound Doctrine	3
	3.4 Leaders and the Early Church	3
	3.5 Preaching and Teaching	3
	3.6 Shepherding, Counseling, and the Early Church	3
	3.7 Interpreting the Word I	3
	3.8 Interpreting the Word II	3
	3.9 Habits of the Heart	3
	3.10 Covenants, Unity of Scripture, Biblical Worldview	3

NOTE: Students must receive approval from their **rti** Case Manager to schedule General Education classes, Community Service, and Great Books reading.

<b>4. Ministry Strategy Plans</b>	<b>6</b>
4.1 Initial Ministry Strategy Plan Development	2
4.2 Interim Ministry Strategy Plan	2
4.3 Final Ministry Strategy Plan	2

<b>5. Ministry Practicum</b>	<b>9</b>
5.1 Core Practicum	5
5.2 Customized Practicum	4

NOTE: Students must also receive approval from their **rti** Case Manager to schedule location and supervision of all Customized Practicums.

<b>6. Teaching Practicum</b>	<b>9</b>
6.1 First Principles	3
6.2 Acts: Keys to Establishment and Expansion of Church	3
6.3 Pauline Epistles: Strategies for Establishing Churches	3

<b>7. rti Courses</b>	<b>30</b>
7.1 Alliance Culture & Theological Distinctives	3
7.2 Holy Spirit-Empowered Ministry	3
7.3 Peacemaking in the Kingdom	3
7.4 Old Testament Survey	3
7.5 New Testament Survey	3
7.6 Bible Study Methods	3
7.7 Life & Ministry of Jesus	3
7.7 Spiritual Formation/Emotionally Healthy Leaders	3
Sub-Total	24

7.8 Theology 1	.5
7.9 Theology 2	.5
7.10 Theology 3	.5
7.11 Theology 4	.5
7.12 Theology 5	.5
7.13 Licensing Examination	1
7.14 Ordination/Consecration Papers 1-2	.5
7.15 Ordination/Consecration Papers 3-4	.5
7.16 Ordination/Consecration Papers 5-6	.5
7.17 Ordination/Consecration Book Reports	.5
7.18 Ordination/Consecration Book Reports	.5
Sub-Total	6

**Total Credits: 120**

**Course Prefixes**

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LMD	Life & Ministry Development
ANT	Antioch School Leadership Series 1 Courses
GE	General Education
	Integrative Core
	Community Service
	Great Books Reading
MP	Ministry Practicum
TP	Teaching Practicum
RTI	<b>rti</b> Core Courses
ACM	Alliance Accreditation Modules
MS	Ministry Strategy Plans

**Academic Credit**

Academic credit is based on a minimum of 45 hours of student work per semester credit. The Antioch education model meets this hour designation through classroom, practicum, community service, reading classic literature, and other ministry activities.

*Course Descriptions*

The core **rti** courses follow the Antioch curricular design consisting of four-five units per course that guide the student through the primary issues and concerns of the course. Each unit is then divided into weekly issues that break down material into ideas and concepts ordered to reflect the progress of effective study and learning.

Each core course includes the following progression: 1) a serious study of the scriptures, 2) a reading of pertinent articles and book excerpts selected for their contribution to deeper ideation on related issues, 3) cohort interactions of a Socratic nature that focus discussions on central unit issues, and 4) completion of projects that facilitate ministry skill, character growth, and academic achievement.

**Life & Ministry Development**

- LMD 101 *Life & Ministry Development* .....2.0  
**rti** students write a PDP during the first term that serves as a road map for their entire course of study and ministry preparation. Students also complete the SIMA process to assess their historic motivated abilities.
- LMD 201 *PDP & SIMA Review & Responses*.....1.0  
 Students will review and revise their PDPs and SIMA responses with input and coaching from Mentors, **rti** faculty, and Antioch School leadership at the beginning of their second year.

LMD 301 *PDP & SIMA Review & Responses*.....1.0  
 Students will review and revise their PDPs and SIMA responses with input and coaching from Mentors, **rti** faculty, and Antioch School leadership at the beginning of their third year.

LMD 401 *PDP & SIMA Review & Responses*.....1.0  
 Students will review and revise their PDPs and SIMA responses with input and coaching from Mentors, **rti** faculty, and Antioch School leadership at the beginning of their fourth year.

LMD 501 *PDP & SIMA Review & Responses*.....1.0  
 Students will review and revise their PDPs and SIMA responses with input and coaching from Mentors, **rti** faculty, and Antioch School leadership at the end of their fourth year.

**Antioch Leadership Series I Courses**

ANT 210 *Acts Course*.....3.0  
 An in-depth look at the establishment and expansion of the First-Century Church under the leadership of the Apostle Paul and others who were called and gifted by God to complete the work.

ANT 220 *Pauline Epistles*.....3.0  
 The fundamental biblical principles for growing and strengthening a church to full maturity. Students will explore the implications for building and growing local churches today.

ANT 230 *Essentials of Sound Doctrine*.....3.0  
 An exploration of the First-Century Church’s didache – an early doctrine manual of the Apostle’s teaching that guided early believers in their discipleship journey. Students will form their own didache based on biblical teaching, which is relevant and practical for modern cultures and contexts.

ANT 240 *Leaders & the Early Church*.....3.0  
 Designed to help leaders develop ministry training strategies within the context of the local church that empowers churches to participate in the global expansion of the gospel.

ANT 250 *Preaching & Teaching*.....3.0  
 Students will develop the ability to preach and teach within the five sermonic forms evident in the early church (evangelistic, catechetical, expository, prophetic, and festal).

- ANT 260 *Interpreting Scripture I*.....3.0  
 Intended to help students gain valuable insight into the biblical authors’ true intent and writing of their books, and how to incorporate that meaning into the day-to-day operation of the local church.
- ANT 270 *Shepherding & Counseling*.....3.0  
 Students build a comprehensive shepherding strategy for the church that is well grounded in historic biblical tradition.
- ANT 280 *Interpreting Scripture II*.....3.0  
 This course will assist the student in developing a basic understanding and application of Hebrew and Greek literature to interpret, teach, and preach the Word of God.
- ANT 290 *Habits of the Heart*.....3.0  
 Determining the necessity of every believer to embrace sound doctrine in the habits and practices that undergird the life and message of the serious Christ-follower.
- ANT 300 *Covenants & Biblical Worldview*.....3.0  
 Understanding the basic message of the Scriptures and the major themes of both OT and NT as a basis for developing a life view that is consistent.

**rti Core Courses**

**rti** students will take a series of courses designed by the **rti** Academic Council to achieve **rti** goals and objectives, and to build godly character and greater leadership depth and understanding that are vital for effective church ministry. **rti** Academic Council members work in partnership with the **rti** Task Force in the development of all courses. Approval must be obtained from Antioch senior faculty before courses become part of **rti** curriculum.

- rti** 110 *Alliance Culture & Theological Distinctive*.....3.0  
 Uncovering the hidden jewel that has historically been referred to as the Christian & Missionary Alliance. From its roots in the late 1800s, this course examines the history and distinctives of the movement.
- rti** 120 *Holy Spirit Empowered Ministry*.....3.0  
 Jesus said, “And when I leave, I will send you another comforter, the Holy Spirit, who will guide you into all truth.” This course explores the role of the Holy Spirit in our lives and service to God, and engages the third person of the Trinity in empowering our ministries for supernatural impact in the lives of other people.

- rti 130**     *Peacemaking in the Kingdom*.....3.0  
The inability to effectively deal with conflict in teams is one of the leading causes of attrition on the mission field. Seasoned PeaceMaker trainers will teach **rti** students biblical principles on conflict resolution and guide through the process of applying these principles to everyday life.
- rti 140**     *Old Testament Survey*.....3.0  
An introductory exploration of authors, geographic settings, cultural and historical contexts of the Old Testament. The guiding principle that unifies all of the OT will be examined, as well as outlines for each book.
- rti 150**     *New Testament Survey*.....3.0  
An introductory exploration of authors, geographic settings, cultural and historical contexts of the New Testament. The guiding principle that unifies all of the NT will be examined, as well as outlines for each book.
- rti 160**     *Bible Study Methods*.....3.0  
Students will learn the basic principles of inductive Bible study. Successful completion of this course enables students to teach Bible study methods to others.
- rti 165**     *Homiletics*.....2.31  
Students will learn foundational principles of sermon preparation, write a 30-minute message, and deliver it in classroom and public venues.  
NOTE: Academic credit for this course is awarded as Gen Ed coursework. (See Antioch Bachelor of Ministry Degree Program Overview, p. 13).
- rti 170**     *Life & Ministry of Jesus*.....3.0  
The life of Christ will be examined through the lens of the four Gospel accounts in the New Testament in order to gain a deeper understanding of principles of effective ministry.
- rti 180**     *Spiritual Formation/Emotionally Healthy Leaders*.....3.0  
This course is focused on the interior life of the leader. The primary objective of this course is to help students develop spiritual disciplines that promote long-term emotional and relational health.

### **Alliance Accreditation Modules, Papers, and Book Reports**

One of the major milestones for pastors and missionaries is having the call to ministry affirmed by church leaders. In the Christian & Missionary Alliance tradition, ministry candidates are licensed, ordained and/or consecrated over a period of several years, as they study, grow in depth of knowledge and understanding of God, and His work in the world.

**rti** students are prepared for the accreditation process with the Alliance Northwest Field of the C&MA by taking Theology courses (1-5), reading additional books, and writing papers on Alliance Theological distinctives.

ACM 101	<i>Theology 1</i>	.....	.5
	The focus areas of this module include: The Inspiration of the Bible, The Trinity, and the Incommunicable Attributes of God.		
ACM 101	<i>Theology 2</i>	.....	.5
	The focus areas of this module include: Theology in every day life.		
ACM 101	<i>Theology 3</i>	.....	.5
	The focus areas of this module include: The Communicable Attributes of God, The Person of Jesus Christ, and The Holy Spirit.		
ACM 101	<i>Theology 4</i>	.....	.5
	The focus areas of this module include: The Lostness of Man, the Destiny of Man, The Resurrection, and the Atonement.		
ACM 101	<i>Theology 5</i>	.....	.5
	The focus areas of this module include: Justification and Regeneration of Man, Sanctification, Healing, and the Return of Christ.		
ACM 106	<i>Provisional Licensing Examination</i>	.....	1.0
	The successful completion of interview process with the Licensing team from ANW field during Junior Year.		
	Ordination/Consecration Papers 1-2	.....	.5
	Ordination/Consecration Papers 3-4	.....	.5
	Ordination/Consecration Papers 5-6	.....	.5
	Ordination/Consecration Book Reports 1	.....	.5
	Ordination/Consecration Book Reports 2	.....	.5

*General Education Requirements*

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The Bachelor of Ministry degree offered through the Antioch School requires 30 credits of General Education to graduate. General Education credits must be taken in the following categories and credit designations:

Integrated Core Courses (see table below)	.....	21 credits
<u>Community Service and Great Books reading</u>	.....	9 credits
Total	.....	30 credits

### *Integrative Core Courses*

General education courses are a type of educational experience that expose students to an Integrative Core of learning as determined by Antioch School faculty. The Integrative Core relates to the analytical, communicative, and quantitative skills associated with a well-trained bachelors-level student.

Antioch School faculty identified seven Integrative Core categories. **rti** students are required to take at least one course from each area until 21 credits are completed. General Education course requirements may be fulfilled by transferring credit from other schools or taken simultaneously with **rti** and Antioch School courses through Chemeketa Community College, Corban University, or other accredited institution. NOTE: Each student is responsible to finance General Education requirements.

Antioch “Integrated Core” Requirements	Transfer Credit Examples	Chemeketa College Course Equivalents
Language	English Composition, Literature, College Writing	WR121, 122
Art	Art Appreciation, Art History, Music, Fine Arts, Painting, Sculpture, Literature	ART101, MUS161, ART115, ART131, ENG104, ENG105, ENG106
Heritage	Western Civilization, U.S. History, Global Culture	HST104, HST105, HST106, HST201, HST202, HST203, HST269, HST270
Institutions	Sociology, Anthropology, Government, Political Science, International Affairs	ATH103*, SOC204, SOC205, PS201, PS202, PS203, PS205
Nature	Biology, Chemistry, Ecology, Zoology, Environmental Science	BI131, BI132, BI133, GEO142, GEO143, GEO144, GS104, GS105, GS106, GS141, GS142, GS143
Work	Economics, Business, Ethics, Marketplace Studies	Human Growth and Development
Identity	Life Development, Psychology, Anthropology	BA101, EC200, ATH103*, PSY100, PSY101, PSY202, PSY206

*(Adapted from Antioch School Handbook, p. 40)*

### *Transfer Credit*

**rti** students who have attended other schools may be able to receive academic credit for Gen Ed courses completed. Students need to

demonstrate that a specific competency listed on the Antioch e-portfolio transcript has been met through learning apart from the use of Antioch resources. Academic credit is awarded for General Education Integrative Core requirements according to the table above.

When competency has been verified by Instructors and Certified Leaders, students submit their transcripts to their Antioch e-Portfolio. As transcripts are reviewed by **rti** Certified Leaders, Antioch Associate Faculty review and give final approval. NOTE: Transfer credit requests are denied at times because of incompatibility with the Antioch School Integrative Core.

Students make decisions about fulfilling General Education requirements with their Case Manager who will help them determine which courses to take, as well as the scope and sequence of Community Service, Great Books reading, and customized Ministry Practicum.

#### *Community Service & Great Books Reading Program*

**rti** students complete the remaining 9 credits of General Education by scheduling Community Service at an approved non-profit agency, school, and/or other community-focused organization, and by completing Great Books reading. Students must complete a minimum of 1 credit in each area.

#### *CLEP Tests*

The College Level Examination Program is a group of standardized tests that assess a student's knowledge level in a variety of subjects created by the College Board. **rti** students may apply certain CLEP tests to satisfy General Education requirements (see p. 18 above). As with courses taken from other educational institutions, outside tests and assessments may not be used to fulfill these requirements, therefore students must consult with their academic advisor before taking a CLEP test.

#### *Program Structure*

**rti** cohorts are designed to accommodate between 10 and 15 students per term. Qualified Instructors lead each cohort through coursework and C&MA licensing preparation, while mentors guide students through Personal Development Assessments and spiritual direction.

The Bachelor of Ministry degree requires 120 credits to become candidates for graduation from the program. The **rti** Program Scope & Sequence charts (See Charts 1-4 below) lay out the schedule of courses and assessments for all students. **rti** Case Managers guide students through program decision-making according to their personal ministry plan and spiritual development goals.

**Chart 1: rti Program Year 1, Cohort 1 2014**

Cohort 1 (Program varies slightly from Cohort to Cohort)			
Year 1	Term 1 Jan-Apr '14	Term 2 May-Aug '14	Term 3 Sept-Dec '14
<i>Group Components</i>			
MAP	MAP Response (.5)		
Personal Development Plan Personal Dev Assessments	Initial Dev Plan (.5) Initial Assessment w/Mentor (.5)	Continued Assessment	Continued Assessment
Antioch Leadership Series I		Acts (3)	Pauline Epistles (3)
RTI Core Courses		Alliance Culture & Distinctives (3)	Holy Spirit Empowered Ministry (3)
Accreditation Modules		Theology I (.5)	Theology II (.5)
<i>Individual Components</i>			
General Education		College Writing (3)	Art & Humanities (3)
Ministry Strategy Plans			
Ministry Practicum	Practicum 'Learning Contract' Developed	Practicum I (1)	Practicum II (1)
Teaching Practicum			Teach Acts (3)
Program Planning			
Total Credit Hours	1.5	10	13

**Chart 2: rti Program Year 2, Cohort 1 2015**

Cohort 1			
Year 2	Term 1 Jan-Apr '15	Term 2 May-Aug '15	Term 3 Sept-Dec '15
<i>Group Components</i>			
MAP	MAP Revised Response (.5)		
Personal Development Plan Personal Assessments	Revised Dev Plan (.5) Revised Assessment (.5)		
Antioch Leadership Series I	Essentials of Sound Doctrine (3)	Leaders & the Early Church (3)	Interpreting Scriptures I (3)
RTI Core Courses	PeaceMaking (3)	OT/NT Survey (3)	Bible Study Methods (3)
Accreditation Modules	Theology III (.5)	Theology IV (.5)	Provisional Lic Prep
<i>Individual Components</i>			
General Education	Institutes & Organizations (3)	Work (3)	Science (3)
Ministry Strategy Plans			Initial Ministry Strategy Pl (2)
Ministry Practicum	Practicum III (1)	Practicum IV (1)	Practicum V (1)
Teaching Practicum	Teach Pauline Epistles (3)	Teach Essentials of Sound Doctrine (3)	
Program Planning	Review/Revise Program Plan		
Total Credit Hours	11.5	13	12

**Chart 3: rti Program Year 3, Cohort 1 2016**

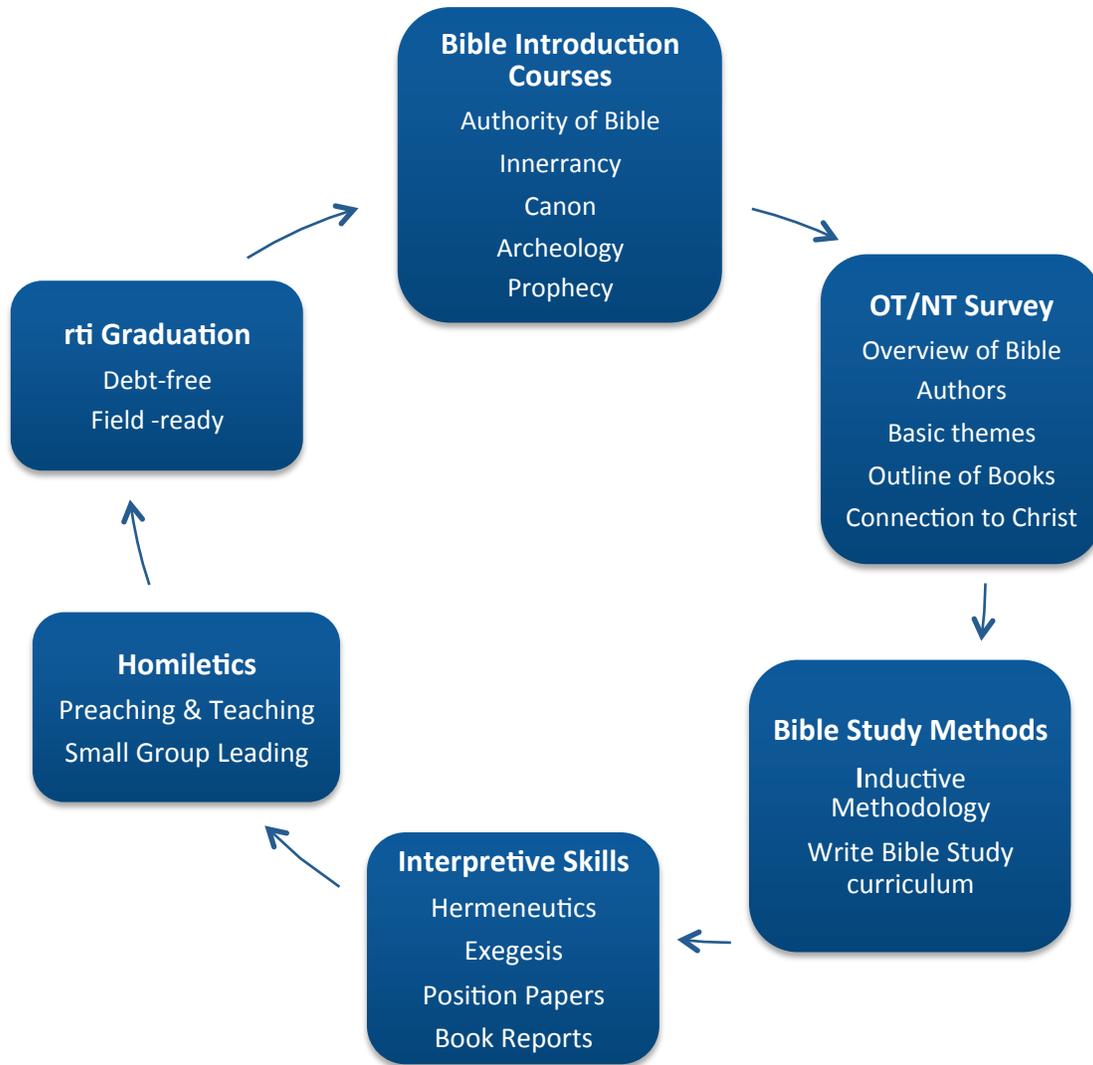
Cohort 1			
Year 3	Term 1 Jan-Apr '16	Term 2 May-Aug '16	Term 3 Sept –Dec '16
<i>Group Components</i>			
MAP	MAP Revised Response (.5)		
Personal Dev Plan & Assessments	Revised Dev Plan (.5) Revised Assessment (.5)		
Antioch Leadership Series I	Interpreting Scripture II (3)	-Open -	Preaching & Teaching (3)
RTI Core Courses	Jesus' Life & Ministry (3)	Intercultural Dynamics (3)	Perspectives (3)
Accreditation Modules	Provisional Licensing Exam	Book Reports I (.5)	Position Papers 1-3 (.5)
<i>Individual Components</i>			
General Education	Psychology (3)	Sociology (3)	Elective (3) if needed
Ministry Strategy Plans			
Ministry Practicum	Practicum VI (1)	Practicum VII (1)	Practicum VIII (1)
Teaching Practicum	Teach 1 <sup>st</sup> Principles (3)	Teach 1 <sup>st</sup> Principles (3)	
Program Advising	Review/Revise Program Plan		
Total Credit Hours	14.5	13	10

**Chart 4: rti Program Year 4, Cohort 1 2017**

Cohort 1			
Year 4	Term 1 Jan-Apr '17	Term 2 May-Aug '17	Term 3 Sept-Dec '17
<i>Group Components</i>			
MAP	MAP Revised Response (.5)		
Personal Dev Plan & Assessments	Revised Dev Plan (.5) Revised Assessment (.5)		
Antioch Leadership Series I	Shepherding & Counseling (3)	Habits of the Heart (3)	Covenants & Bib Worldview (3)
RTI Core Courses	Spiritual Formation (3)	Project Management & Team Building (3)	LifePath/Ministry & Marriage (3)
Accreditation Modules	Position Papers 3-6 (.5)	Book Reports II (.5)	Ordination/Con Prep
<i>Individual Components</i>			
General Education	Community Service (3)		Community Service (3)
Ministry Strategy Plans			
Ministry Practicum	(9 Ministry Practicum credits may be spread out over 4 years or consolidated in shorter time frame)		
Teaching Practicum		Teach Leaders (3)	Teaching Leadership
Program Advising	Review/Revise Program Plan		
Total Credit Hours	10.5	6	5
Total All Terms Credit Hours	120 Credit Hours		

**rti Bible, Theology, & Preaching Sequence**

The sequencing of **rti** bible and theology courses has been designed specifically to develop students “who are biblically trained, intellectually sharp, and culturally astute” (see page 3, Goal #1). The following diagram shows the course sequence of bible and theology courses, which will be taken by **rti** students:



*Academic Standing*

An initial academic evaluation is conducted by the **rti** Coordinator once a student is accepted into the program to determine academic standing. Students are assigned to one of three categories:

- 1 - Good Standing: All assigned coursework, practicums, and General Education requirements to date have been completed.
- 2 - Academic Probation: Student consistently misses deadlines and/or competency levels for coursework, practicums, and/or General Education.
- 3 - Warning: A significant amount of coursework, practicum experiences, and/ or General Education are below minimum competency levels or incomplete.

Students may discuss and/or appeal changes in their Academic Standing with **rti** administration. Only students who are in Good Standing academically will be able to move forward in the program and be eligible to receive an **rti** General Scholarship (See Financial Information section below).

*Academic Appeals*

Students may appeal academic, financial, or any other decision made by Antioch and/or **rti** administration in a gracious and respectful manner. A Student Petition form may be obtained from the **rti** Office. Completed petitions will be reviewed by the **rti** Academic Dean. The Academic Dean will either make a final decision on the petition or consult with the **rti** Task Force if the situation warrants further review.

*Academic Probation*

Students who are unable to keep pace with program courses and/or practicums, or who fall behind in their financial commitment (monthly payments) may be placed on Academic or Financial Probation. During the probation period, assessments, academic credit, or other services will be withheld pending review and re-instatement by both **rti** and Antioch School leadership. Students who remain on probation may be removed from their cohort and withdrawn from their degree program.

*Course Competency Evaluation*

Students will be evaluated by a set of competencies for each course developed for each course. Competencies are assessed by a series of projects and activities that enable students to demonstrate evidence of competency in related subject matter.

*Course Expectations & Policies**Major & Supporting Assignments*

- At least one Major Assignment is designated per Unit in all RTI courses for students to demonstrate competency in related subject matter. Major Assignments are evaluated with an evaluation rubric (see Major Assignment Evaluation Rubric below) by Instructors and

RTI Certified Leaders. Antioch faculty then validate student competency and award academic credit in the e-Portfolio environment.

- Supporting Assignments are papers, projects, and activities for students to provide additional evidence of competency to RTI Instructors, Certified Leaders, and Antioch faculty. Supporting Assignments are scored either Credit, No Credit, or Missing.

#### *Due Dates*

- All assignments are due by class time of the Due Date in the published syllabus.
- Students may arrange in advance for a ‘grace period,’ granted at the Instructor’s discretion.
- 1 Major Assignment may be turned in after Due Date (or Grace Period) without consequence. A second late Major Assignment will not be accepted after the Due Date.
- Supporting Assignments may be submitted after published Due Dates. Students will not be given credit for the course however, until all Assignments are complete and submitted to Student Folder by the last day of class.

#### *Competency Assessment & Student Progress*

- Instructors maintain an Assignment tracking document on the Cohort Google site that contains a list of all Major and Supporting Assignments for each student.
- Students are encouraged to communicate with their Instructor(s) if they wish to challenge an assignment evaluation. If the student and Instructor cannot reach mutual agreement on an Assignment or course evaluation, an official appeal process is available through the RTI Coordinator (See Academic Appeal section above).

#### *Absences*

- Students will be allowed 1 absence (for any reason) per course per term without question or consequence.
- Students may petition their instructor for 2 additional absences, which are designed specifically for ministry related events and programs. Students must receive approval from the instructor for their petitioned absences.
- Emergencies: We realize emergencies happen. In the event of a death in the family, or an emergency medical situation arises, students must notify instructor immediately and arrange for make-up work to be completed.
- Students who do not adhere to these policies regarding absences, will be asked to re-take the course with the next Cohort.

**NOTE:** Students who consistently submit high quality course work by due date, and attend classes according to the guidelines above will benefit in the following ways:

1. Eligibility for provisional Ministry Licensing with Alliance Northwest District during their junior year.
2. Achievement of Candidacy status following successful completion of licensing process.
3. Eligibility for RTI Scholarship beginning sophomore year.
4. Strong recommendations for future ministry placement.

### *Grading Paradigm*

**rti** programs do not follow the traditional grading methodologies of most educational institutions. Academic credit is awarded in the form of competencies acquired and incorporated into life and ministry. Students who request letter grades for later schooling endeavors will receive a 'B' grade for each competency met.

### *Writing Proficiency*

Written communication skills are critical for effective, long-term ministry. **rti** faculty and administration are committed to developing ministry candidates who are able to evaluate ideas and concepts, draw conclusions, and formulate arguments from a biblical worldview. The Word of God is the perfect example of written excellence:

*I have hidden Your word in my heart that I might not sin against You.  
Psalm 119:11*

*I want to know Christ – yes, to know the power of His resurrection and participation in His sufferings, becoming like Him in His death, and so somehow, attaining to the resurrection from the dead.*

*Philippians 3:10-11*

**rti** students complete a writing assessment upon acceptance into the program to determine writing proficiency and ability to write at college level.

Student writing proficiency is evaluated upon entrance into the program by completion of a writing proficiency assessment. Student's writing is assessed according to the following scale:

3 Above College-level    2 At College-level    1 Below College-level

Students with below college-level writing ability will be asked to take a writing course at a nearby college or university, and/or participate in **rti** writing lab sessions.

## *STUDENT SERVICES*

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### *Admissions*

Prospective students must submit a ‘Student Profile Form’ available on-line (see “Prospective Student” tab on **rti** webpage), along with a single-spaced, two-page Call to Ministry essay describing their call to ministry, transcripts from high school and/or college, and two letters of reference. These documents should be submitted to the **rti** Coordinator to initiate the admissions process.

### *Student Interviews*

Applicants who most closely meet **rti** Student Selection Criteria are scheduled for an interview with the **rti** Admissions Committee.

### *Student Admissions Criteria*

Prospective students are evaluated for acceptance into **rti** based upon the criteria established below:

**Faith Story**

Clear articulation of faith in Christ

**Call to Ministry**

Track record of involvement in local church ministry

Heart for the lost

Commitment to investing in others

**Leadership Capacity**

Godly influence in people’s lives

Leadership experience where giftedness has been manifest

**Academic Ability**

Proven ability to succeed in an academic environment

Strong grades and test scores

Involvement in extra-curricular activities

**Spiritual Formation**

Active pursuit of God

Growth in knowledge and application of God’s Word

**Culture Builder**

Positive influence on a team: contributor, encourager

Someone who is a valuable team member

Taken from ‘*RTI Student Selection Criteria*’ March 2014

### *Admissions Status*

Admissions Committee members review application materials and interview notes for each student. Prospective students are notified of their admissions status within two weeks of their interview date. Admissions status falls into three categories:

1. Recommend to Antioch School
2. Do not Recommend to Antioch School

3. Re-apply to the program at a later date. Students who have been asked to ‘Re-apply’ will be given specific developmental criteria should they choose to apply again.

NOTE: Students are not officially admitted into the program until they are recommended by an **rti** Certified Leader to Antioch School leadership and have received a letter of acceptance from the Antioch School Dean.

#### *Student Records*

Student records will be kept in the **rti** Office. (See Release of Student Information, page 16 of this Handbook.)

#### *Antioch Application and Initial Payment*

Students who are recommended by the **rti** Admissions Committee send an Application for Admittance to the Antioch School with a \$225 initial payment towards tuition and materials. Once admitted, all payments will be made directly to **rti** (see Financial Information, page 22 of this Handbook).

### *GENERAL POLICIES*

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#### *Announcements & Official Notices*

Information from the **rti** office pertaining to schedule changes, events, or relevant updates will most often be communicated through email. Information of a sensitive nature will be communicated as personally as possible.

#### *Change of Contact Information*

Each student must inform the **rti** Coordinator of any changes in contact information, including email address, permanent mailing address, and phone number.

#### *Dress Guidelines*

**rti** students are encouraged to dress according to their own sense of taste and style, without causing others to feel uncomfortable. Decisions relating to dress should be guided by a mutual desire to glorify God and encourage others.

#### *e-Portfolio System*

The Antioch School has formulated a system of assessment and skill development to provide “abundant and multi-layered evidence that students deserve the degree that is being granted” (Antioch Handbook, p. 25). The e-Portfolio system was designed to enable partner organizations to assess the growth and development of student over time.

When a student is admitted into **rti**, they are given access to their e-Portfolio, which contains transcripts and other critical documentation of ministry growth and competency. Students gain academic credit directly through e-Portfolio activity as Certified Leaders, and Antioch Associate Faculty approve and

validate artifacts and attestations of growth in character, skill, and ministry proficiency.

There are three stages of assessment related to the e-Portfolio, as follows:

1. Students post evidence in consultation with instructors, mentors, and ministry supervisors demonstrating competencies in the form of artifacts and attestations they feel adequately reflects their coursework, ministry practicums, community service, and all other components of the program.
2. **rti** Certified Leaders provide initial review and validation of student competency in the e-Portfolio environment.
3. Antioch School Associate Faculty review and validate artifacts and attestations from students, and give final approval for academic credit.

#### *Life & Ministry Development*

During the first term of the program, **rti** students will develop a Personal Development Plan that guides their academic program and ministry training. Students will participate in an initial assessment process facilitated by **rti** instructors and mentors in determining long-range learning goals and career objectives.

These individualized learning plans may take many forms, from longer narratives describing God's work over time and future hopes in service, to briefer outlines and charts of a more quantitative nature. Assessments, growth tools, and projects utilized during the first term become the basis for each student's development plan.

#### *Graduation*

Students who are within one year of graduating should submit a Request for Graduation form at the **rti** Office. Submission of this form triggers a final e-Portfolio review by the **rti** Academic Dean and Antioch School Associate Faculty. Degrees are conferred by Antioch School on a quarterly basis upon final recommendation by Antioch Senior Faculty. Commencement ceremonies will be held annually at Salem Alliance Church.

NOTE: All tuition and student fees must be paid in full in order to graduate.

#### *Non-Residential Program*

**rti** is a non-residential educational program offering a Bachelor of Ministry degree in a non-traditional setting. As such, **rti** does not provide general services offered at many colleges and universities such as library resources, computer repair or software support, mail center, check cashing, or food court.

*Release of Student Information*

Student information is only available from students who have completed a written information release form. **rti** students have the right to review their own academic, financial, and other pertinent information upon request. All student records are available at the **rti** Office and may be obtained by request from the **rti** Coordinator.

*Student Integrity*

“Student integrity is foundational to an academic institution, particularly one focused on the training of leaders for ministry” (Antioch Handbook, p. 39).

Integrity in the **rti** tradition is measured by each student doing his/her own work. Citation of another’s work without giving credit to the author, speaker, or strategist is considered plagiarism. Examples would include: direct excerpts from any and all published materials (including course work, books, periodicals, and pamphlets), copying work from another student (current or former), submission of assignments completed by a professional researcher or author other than the student.

The first violation of the student integrity guidelines above will result in the student being asked to re-submit the paper and/or assignment. If it is suspected that the student has committed a second violation of the student integrity guidelines, the student may be placed on academic probation pending a fuller investigation. If academic honesty becomes an on-going issue, a Certified Leader in consultation with Antioch School leaders may place the student may be dismissed from the program.

*Technology*

**rti** students will need to provide their own computers, printers, and other technological equipment to complete assignments and projects, as well as maintain communication with other students and **rti** leadership. Assistance with basic computer issues is available by appointment at the **rti** office. Free wi-fi is available on all floors at Broadway Commons.

*Weather Policy*

The Pacific Northwest is famous for wet winters and stormy conditions. In the event of inclement weather, the **rti** webpage on the Salem Alliance Church website will contain up-to-date information about class closures, delayed start times, or any other weather-related updates.

*Withdrawing from School*

Students considering withdrawing from **rti** are encouraged to communicate with their mentors prior to finalizing their decision so that the broadest possible perspective is taken into consideration. In order to accommodate the process of withdrawal, students may obtain a ‘Withdrawal from **rti**’ form that outlines the process for withdrawing and specific action items that are necessary to close out academic and financial records.

## FINANCIAL INFORMATION

### *APPLICATION FEE*

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There is a one-time application fee of \$225 payable directly to Antioch School that each student must send with his/her Antioch Application. This application fee will be applied to the student's final monthly payment.

### *TOTAL COSTS OF **rti** PROGRAM*

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<i>Antioch School Tuition</i>	\$ 7,200
<i>Antioch e-Portfolio System</i>	750
<i>Antioch Course Materials</i>	750
<i>RTI Expenses (Staff, Instructors, Facilities, Supplies)</i>	<u>9,300</u>
<b><i>Total Cost of <b>rti</b> Program*</i></b>	<b><u>\$18,000*</u></b>
<i>SAC Subsidy**</i>	<u>(6,000)</u>
<b><i>Student Responsibility</i></b>	<b><u>\$12,000</u></b>

\* Costs for General Education and International Ministry Practicum are not included in the **rti** costs above. There may be other costs incurred by students that are not covered by **rti** tuition.

\*\* As part of its commitment to **rti**, Salem Alliance Church has chosen to provide a \$6,000 subsidy toward each student's total costs, thereby reducing the student's responsibility to \$12,000. This subsidy is limited to **rti** students who have demonstrated a history of regular participation at Salem Alliance at the time of application.

### *PAYMENT INFORMATION*

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#### *Monthly Payments*

A payment of \$250 is due by the 5<sup>th</sup> of each month for 48 months, payable to Salem Alliance Church. Students may pay by check or automatic withdrawal as arranged with the Salem Alliance Church Director of Finance. NOTE: Students who are actively involved at churches other than SAC are expected to pay \$18,000 over four years identified above as the Total Cost of **rti** Program, which translates to 48 consecutive payments of \$375 each month.

#### *Paying in Advance*

Students may choose to pay off their **rti** financial obligation in advance of the monthly payment plan above. If a student chooses to pay in advance, the Salem Alliance Church Director of Finance will make payment arrangements with the student.

*Quarterly Statements*

Students will receive account statements electronically on a quarterly basis, showing the activity in their **rti** Student Account.

*Late Fees*

Payments are due by the 5<sup>th</sup> of each month. A late fee of \$20.00 will be charged for any payment received after the 15<sup>th</sup> of the month.

*FINANCIAL PROBATION*

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A student who is delinquent on payments for three months will be placed on Financial Probation, and a hold will be placed on all coursework and records. The student will be taken off Financial Probation when his/her account balance is paid in full.

*REFUNDS*

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Students who withdraw from **rti** may be eligible for a partial refund if they paid all or part of their school costs in advance. The Portfolio system is non-refundable once the student has submitted the Autobiographical forms for the SIMA MAP process.

Unused course materials in “as new” condition may be returned within 12 months for a full refund minus the cost of shipping. Refunds will be handled on a case-by-case basis, taking into account Antioch’s Refund Policy (see Antioch Handbook, p. 52). The **rti** Academic Dean will make a final determination of the amount of refund available, if any.

*GENERAL SCHOLARSHIP*

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The **rti** General Scholarship is need-based and awarded to students in good academic standing for the 2015-16 school year. The number of scholarships will be determined by the amount of available funds. For more information, contact the **rti** Coordinator.

*TAX INFORMATION*

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The Antioch School is not an eligible institution for purposes of federal financial aid, loan deferment, or the education tax benefit.

