

**Ever Increasing Word
Training Center**

**ONLINE
Student Handbook
2013-2014**

**EVER INCREASING WORD
TRAINING CENTER
STUDENT HANDBOOK
2013-2014 SCHOOL YEAR**

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A WORD FROM THE PRESIDENT



Welcome to the Ever Increasing Word Training Center. I am excited about the Training Center! Several years ago, God placed a vision in my heart, and part of that vision was to open a Training Center for those men and women who are called into the Full-Time Ministry and laymen who are ready to receive more of the knowledge of God. My desire is to send giants out into the land for the Lord, empowering them to live the glorious, victorious, powerful, Bible believing life that God intended for us to live.

This school is built upon the principles of the Word of God. I believe in a ministry of excellence. Since we expect excellence from God, we should also be willing to expect that same excellence from ourselves.

Your success in ministry will depend upon how well you **Observe, Listen, and Learn**. You must be willing to **Change, Submit, and Commit** yourself to the things of God. Here is a good gauge to gauge yourself with:

(1) I must be willing to let God use people, men and women of God, to do some of the molding and shaping in my life.

- (2) I must be willing to let God shape me and mold me for something more than I know about.**
- (3) I must not let my feelings get hurt and bail out at the first fire.**
- (4) I must be willing to let God have His way with me.**
- (5) I must be willing to let God prepare me for service.**

These simple statements may determine whether you have the right attitude to begin this school semester.

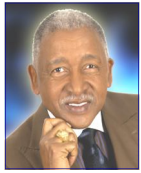
I believe this is a basic training center for men and women of God who want to prove out as faithful servants of God. To get the most out of this school, you must commit yourself to discipline, correction, and instruction. Excellence in ministry... Whatever price it takes, pay it. The dividends are out of this world!

Have a great year! Together, let's determine to press into the things of God and get the most out of every learning experience that is presented.

Yours in Christ,

Dr. Leroy Thompson, Sr.
President, EIWTC

INSTRUCTORS & SUBJECT AREAS



Dr. Leroy Thompson, Sr.
Apostolic Strategies



Rev. Leroy Thompson, Jr.
Alliance of Honorable Men/Spirit



Rev. D. Montrell Thompson
Living By the Book/



Rev. Greg Calhoun
The Church in the New Testament



Rev. Jeffrey Phillips
Dynamics of Holiness



Rev. John Davis
Culture of Honor



Rev. W. Ron Walker
Moving in the Gifts of Revelation
& Prophecy/Catching the Waves of
Revival



Rev. Bryan Holiday
Prayer

**EVER INCREASING WORD TRAINING CENTER
REGISTRATION & ORIENTATION
THURSDAY EVENING—AUGUST 29, 2013**

CALENDAR OF EVENTS

November 25 & 26 Thanksgiving Break (no class)
(Return on December 2)

December 23—Dec. 31 Christmas Break (no class)
(Return on January 6 for 1st Semester Finals)

January 13 New Semester Classes Begin

May 13 Commencement Rehearsal

May 15 Commencement Day

TEST DATES

	<u>1st Semester</u>	<u>2nd Semester</u>
Test #1	Sep. 23-27, 2013	Feb. 3-7, 2014
Test #2	Oct. 21-25, 2013	Mar. 3-7, 2014
Test #3	Nov. 18-22, 2013	Mar. 31-Apr.4, 2014
Test #4 (FINAL)	Jan. 6-10, 2013	May 5-9, 2014

FINANCIAL INFORMATION

COST

The tuition and registration fees are the same for both first and second-year students. The fee schedule is as follows:

Registration/1st payment (due by Aug. 29, 2013)	\$ 195.00
6 Auto Payments (Oct. Nov. Dec. Jan. Feb. Mar.)	<u>\$ 100.00 each</u>
Total For the Year	\$ 795.00

Note: All fees, tuition, and book costs are subject to change without notice.

All financial transactions must be done through the school website at:

www.trainingforministry.com

Instructions to begin the 6 auto payments will be given in late September in time for you to make your first \$95.00 payment for October.

If you experience technical difficulties making payments online, please call Diana Davis

Diana@eiwm.org

225-473-8874

FIREFOX WEB BROWSER

When using the online school, you will need to use the "Firefox" web browser. If you use "Internet Explorer" for windows or "safari" for mac, some of the features of the online school will not work properly.

You can download "firefox" at no charge by going to the school website at www.eiwtc.org and then clicking on the "firefox" picture on the top left of the page. This will take you to the "firefox" download page. Click on the "download firefox—Free" button on the page and follow the instructions.

LOGGING INTO YOUR CLASSES

The online school is always accessed by visiting...

www.eiwtc.net

At the top right corner of the home page, enter in your Username: and Password:

These should have been supplied by e-mail to you from the Dean of the school.

Once logged in, you will see the classes your are enrolled in listed in the middle of the page. Click on the name of the desired class to enter into the class.

STUDENT SUPPORT

TECHNICAL SUPPORT

TUTORIAL VIDEOS ARE AVAILABLE!

Virtually all aspects of how to operate within the school site are available to you. **Please take the time to watch all 4 of the tutorial videos that are provided.** They can be accessed at www.eiwtc.org by clicking on the tab that says "Tutorials and Downloads" at the top of the page.

If there are technical issues not covered in the tutorials, help is available by contacting the ministry.

SCHOLASTIC SUPPORT

You may contact your instructors via e-mail any time at the e-mail addresses below. Please allow one day for a reply from your instructor. Phone appointments can be made if necessary but must be scheduled with the instructor in advance. If you need immediate assistance, call the Dean of the school, 225-473-8874

Dr. Leroy Thompson
(secretary—Barbara Davis) barbj0622@gmail.com

Rev. Leroy Thompson, Jr. leroyjrt1@gmail.com

Rev. Montrell Thompson donavanthompson@gmail.com

Rev. John Davis revdrjrdavisjr@hotmail.com

Rev. Greg Calhoun calhogr100@yahoo.com

ACADEMIC INFORMATION

GRADING SYSTEM

Grading at **EIWTC** is based on the examination scores earned by students

REPORT CARDS

This report is a end-of-the-semester report so that you may be able to keep up with your progress. It records the marks earned in subjects studied. Its value will be proportionate to the interest and attention you give it. This report is not intended to compare the work and progress of one student with that of another. We desire your cooperation and support so that you may have every opportunity and encouragement to press satisfactorily in this school.

A STUDENT REPORT WILL BE GIVEN AT THE END OF EACH SEMESTER.

GRADING POLICY

100 - 90 = A

89 - 80 = B

79 - 70 = C

69 - 60 = D

Below 60 = F

CERTIFICATE OF COMPLETION

A Certificate of Completion is given to all first year students at the end of the school year for successfully meeting the following requirements:

1. The assigned courses must be satisfactorily completed.
2. A cumulative grade point average of 70% must be maintained.
3. Class attendance requirements as outlined in the handbook must be fulfilled.
4. Every student must give evidence of true Christian life & character during the school year at **EIWTC** in order to be recommended by the faculty for a certificate.

GRADUATION

To be eligible to receive a diploma for the second-year program, a student must meet the following requirements.

1. The assigned courses must be satisfactorily completed.
2. A cumulative grade point average of 75% must be maintained.
3. Class attendance requirements as outlined in the handbook must be fulfilled.
4. Every candidate for graduation must give evidence of true Christian life and character during the school year at **EIWTC** in order to be recommended by the faculty for graduation.

5. Each online graduate can choose to receive their diploma in person at our annual graduation ceremony or they can participate through internet and have their diploma mailed to them.

STUDENT POLICIES

All Training Center rules apply to both first and second-year students. It is anticipated that second-year students will conduct themselves in a manner that will be an example to the first-year students.

CONDUCT

The establishment of worthy standards of life is necessary for every believer. Thus, Christian character is a vital concern of this Training Center. We believe it is the responsibility of the student engaged in training to live an exemplary life. It is expected that students will avoid practices and forms of entertainment which will be detrimental to personal growth in the Christian life.

Any online interaction between students should be positive and respectful. Any student conducting themselves online that is disparaging to other students or to E.I.W.T.C. are subject to immediate removal from the school following an administrative review.

CHEATING

Every person who enrolls in this school should understand that to submit work which is not his/her own violates the purpose of this School of Ministry and the individual's purpose in being here. If an instructor suspects that a student has **borrowed** or **copied**, the work will not be accepted. **Any form of cheating will subject the student to an "F" in the course and possible dismissal from school.**

CLASS ATTENDANCE POLICY

Attendance is required in all classes. **WE DO NOT EXPECT YOU TO BE ABSENT.** Each online student should expect to spend a minimum of 6 hours of time each week to view their classes and do the quizzes following online. There may be other reading assignments given.

Absences

Online students have the flexibility to view classes "live" or by "archive." There is a 7 day period for the student to finish their work for each class.

Absentees for online students are tracked by the online quiz following each lesson. A 100% score on the quiz must be obtained by 2 attempts in order to be counted present and receive credit for that class.

Any student who fails to accomplish their online quiz for 3 or more days without an excused absence will be required to schedule a meeting with the Dean for a review of the absences along with possible disciplinary action.

Excused absences are absences that result from extreme circumstances (i.e., illness under doctor's care, death in the immediate family, etc.)

Due to the flexibility that the online school provides, EI-WTC expects all online students to complete all their quizzes/work for all classes within the given 7 day period.

QUIZZES:

Each online student MUST complete the online quiz for each class viewed online to receive credit for that particular class. The online quiz will be available 24 hours after the “live” class is over.

Online students have the option to watch classes “live” on the class nights or watch the video archives posted 24 hours after the “live” class. The online quiz for each class will also be posted 24 hours after the “live” class.

It is recommended to print out the online quiz and answer the questions while you view the video “archive” of the class. Then go back and enter your answers online afterwards.

If you do not have a printer, another alternative is to open a second web browser and log in a second time and have the quiz open and answer the questions as you watch the class “archive” video. MP3 downloads of the class are also available.

EXAMS:

4 exams will be given each semester to determine your grade for the course.

Exam formats may differ from instructor to instructor.

Most exams will have time limits to complete the work. Make sure that you clear your schedule for the 10—15 minutes that will be needed to take your exam. You must complete your exam and submit your answers within the given time limit to receive credit for your answers. Please e-mail your instructor immediately if you experience any technical difficulties with your exams. Exams will be posted on Tuesday night of exam week and will remain on the site till Sunday evening. **Late exams can be taken after the 5 day period but will be penalized up to 25%.**

ASSIGNMENTS**ASSIGNMENTS**

All assignments must be e-mailed to the instructor by the deadline given by the instructor.

Late or incomplete assignments are subject to grade penalties.

Assignments should be submitted in Microsoft Word 2000 format. If you are not able to submit your work in Microsoft Word 2000 format, Then using your own Word Processor program, save your assignment in “Rich Text Format”. Do this by “save as” and then Choose “Rich Text Format (RTF)” as the format to save the file in.

You will then need to e-mail that file to your instructor. “Rich Text Format” files can be easily opened by any word processor program.

PLEASE NOTE: E.I.W.T.C. OPERATES ON CENTRAL STANDARD TIME (CST)

Please Note That All Courses Are Subject to Change

1ST YEAR STUDENT CLASS SCHEDULE 1ST SEMESTER

Monday Night

6:45 P.M. - 7:35 P.M. Rev. L. Thompson, Jr.
Alliance of Honorable Men *(Class Room 202)*

7:40 P.M. - 8:30 P.M. Rev. John Davis
Culture of Honor I *(Class Room 202)*

8:35 P.M. - 9:25 P.M. Rev. D. Montrell Thompson
Living By the Book *(Class Room 202)*

Tuesday Night:

6:45 P.M. - 8:00 P.M. Dr. L. Thompson, Sr.
Apostolic Strategies I

8:05 P.M. - 8:45 P.M. Rev. W. Ron Walker
Moving in the Gifts of *(Class Room 202)*
Revelation & Prophecy

8:50 P.M. - 9:30 P.M. Rev. Bryan Holiday
Prayer *(Class Room 202)*

2ND YEAR STUDENT CLASS SCHEDULE 1ST SEMESTER

Monday Night

6:45 P.M. - 7:35 P.M. Rev. D. Montrell Thompson
Church Unusual *(Class Room 201)*

7:40 P.M. - 8:30 P.M. Rev. G. Calhoun
Church in the New *(Class Room 201)*
Testament

8:35 P.M. - 9:25 P.M. Rev. L. Thompson, Jr.
Spirit Life Training *(Class Room 201)*

Tuesday Night:

6:45 P.M. - 8:00 P.M. Dr. L. Thompson, Sr.
Apost. Strategies I *(WOLCC Main Auditorium)*

8:05 P.M. - 8:45 P.M. Rev. J. Phillips
Dynamics of Holiness I *(Class Room 201)*

8:50 P.M. - 9:30 P.M. Rev. Bryan Holiday

1ST YEAR STUDENT CLASS SCHEDULE 2ND SEMESTER

Monday Night

6:45 P.M. - 7:35 P.M. Rev. L. Thompson, Jr.
Alliance of Honorable Men *(Class Room 202)*

7:40 P.M. - 8:30 P.M. Rev. John Davis
Culture of Honor I *(Class Room 202)*

8:35 P.M. - 9:25 P.M. Rev. D. Montrell Thompson
Living By the Book *(Class Room 202)*

Tuesday Night:

6:45 P.M. - 8:00 P.M. Dr. L. Thompson, Sr.
Apostolic Strategies I

8:05 P.M. - 8:45 P.M. Rev. W. Ron Walker
Catching the Waves of Revival

8:50 P.M. - 9:30 P.M. Rev. Bryan Holiday
Prayer *(Class Room 202)*

2ND YEAR STUDENT CLASS SCHEDULE 2ND SEMESTER

Monday Night

6:45 P.M. - 7:35 P.M. Rev. D. Montrell Thompson
Church Unusual *(Class Room 201)*

7:40 P.M. - 8:30 P.M. Rev. G. Calhoun
Church in the New
Testament *(Class Room 201)*

8:35 P.M. - 9:25 P.M. Rev. L. Thompson, Jr.
Spirit Life Training *(Class Room 201)*

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Dynamics of Holiness I *(Class Room 201)*

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SCHEDULE EXCEPTIONS

Please note, due to scheduling conflicts and traveling, EWITC classes may be re-arranged as necessary on occasion to fit the instructors schedules.

In addition, various WOLCC conferences will be utilized in the school as learning opportunities for the students.

Please note the following exceptions to the 1st semester class schedule

Date:

Mon. Nov. 11 All Classes held in Wolcc Main Sanctuary
for the 2013 W.O.L.C.C. Prosperity Revival.

Tues. Nov. 12 All Classes held in Wolcc Main Sanctuary
for the 2013 W.O.L.C.C. Prosperity Revival

Ever Increasing Word Training Center is under the supervision of
the Word of Life Christian Center Administration.

Dr. Leroy Thompson, Sr. President
Mrs. Carolyn A. Thompson Vice-President

Ever Increasing Word Training Center
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