

“Lack of timely registration on the student’s part does not constitute an emergency on TSOM’s part.”

Timely registrations are a part of the TSOM process of learning disciplines you will need in ministry.



TN District Assemblies of God
383 E. Main St. Suite 110
Hendersonville, TN 37075

Phone: 615-431-0871
Fax: 615-265-8527
E-mail tsom@tnaog.org



2011-2012

T-SOM Student Handbook



“Processing the Call,
Equipping the Called”

- Welcome to T-SOM
- General information You’ll want to know
- Student Steps & Tips
- Lodging Information
- Ministerial Internship Information

READ THIS BOOKLET

To Understand The TSOM Process!

School Location:

First Assembly of God
403 Walton Ferry Rd.
Hendersonville, TN
615-859-4408

Directions:

- Exit off **I-65 N.** toward Louisville, KY. Onto **Vietnam Veterans Parkway.**
- Exit **#7** off Vietnam Veterans Pky. Onto **Indian Lake Rd.**
- **Right** onto **Gallatin Pike**
- **Left** at traffic light **#7** onto **Walton Ferry Rd.** First A/G is appx. 1 mile on the left.

- Included in the “All Levels forms section” of the CD are:
 - **TSOM Pastor/Mentor Internship Information Request Form** (must be turned in **1 (one) month prior** to enrolling in the internship program, i.e. Nov. before enrolling in Dec.). Pastor/Mentor must be approved by TSOM Director.
 - **Internship Pastor/Mentor Covenant** (must be filled out and signed by the Pastor/Mentor **immediately** after enrollment and sent in to The TN District Office of The Assemblies of God.
 - **TSOM Internship Prayer Journal Report**. This is a summary of your prayer journaling to be turned in. We do not need your entire prayer journal. You may copy this form for all 3 months.
 - **Sermon Critique**. To be used by your Pastor/Mentor and/or chosen others whom you wish to critique your sermon presentation.
 - **Pastor/Mentor Summary**. Located in each level’s Standards, Objectives, & Requirements. To be filled out by the Pastor/Mentor. This is to be accompanied also by a “letter of recommendation” /cover letter from the Pastor/Mentor.
 - **Student Summary**. Located in each level’s Standards, Objectives, & Requirements. To be filled out by the intern.
 - **All of the forms** (except the first two listed which should have already been turned in) must be submitted no later than the deadline date of **May 5, 2012** or **Sept. 8, 2012**. (see **previous page**). These dates will make it possible to have the required paperwork submitted before the deadline date for credentialing materials to be turned into The TN District A/G.
- Your Internship Start Date begins upon your enrollment with payment received at The TN District of The Assemblies of God and ends with timely receipt of completed materials/forms. You and your Pastor/Mentor must work out an agreeable schedule to complete the internship in a timely manner by the due date. This is your responsibility.
- An internship with each level of Ministerial credentialing is required by The General Council of the Assemblies of God.
- TSOM offers classes as required by The General Council of the Assemblies of God for each level of credentials: Certified, Licensed & Ordination.



See Ya'll in September!



Ministerial Internship Program

The TSOM Ministerial Internship Program is offered to students desiring to apply for Ministerial Credentials with The Assemblies of God.

- The Ministerial Internship is offered in each semester of TSOM in order to accommodate students registering during the fall semester and students registering during the spring semester.
- Students may enroll in the Ministerial Internship at the **December, 2011 TSOM session**. Those who do so **must** have finished and turned in all internship paperwork/forms by the **May, 2012 TSOM session**.
- Students entering TSOM later than the September, 2011 session **may begin their internship any month during the spring semester**, but **must** have finished and turned in all internship paperwork/forms by the **September, 2012 TSOM session**.
- You must have finished 4 (four) classes in the specified level of credentialing that you will be seeking before enrolling in the internship program. The 4 classes may have been completed through TSOM, another DSOM, Berean/Global, another accepted Educational Institution or any combination thereof.
- The TSOM Ministerial Internship Program has a **tuition of \$50.00**, the same as any other class offered through TSOM, and is noted on the TSOM Enrollment Form. However, each student participating in the internship program should give a suggested \$100.00 to their Pastor/Mentor for his/her professional time/services out of ministerial courtesy. Whether the pastor/mentor accepts this payment or not is between the intern & the pastor/mentor.
- The TSOM Ministerial Internship Program is a **minimum of 3 months** and consists of 7-9 standards to be covered by the intern along with his/her pastor/mentor. A **3 (three) month prayer journal, required** by The General Council of the Assemblies of God, is also included. A Pastor/Mentor Summary & Student Summary form is included in the Program's forms in order to keep the paperwork concise.
- The whole TSOM Ministerial Internship Program and materials are included on your TSOM Student CD. When you enroll in the internship program, your pastor/mentor will be sent a "Pastor/Mentor CD containing all TSOM Ministerial Internship Program and Materials. It is suggested that you use the Materials on the CD to create yourself & your Pastor/Mentor an Internship Notebook with hard copies of all materials for your level, in order to keep focused on the internship.



Tennessee School

Of Ministry

Welcome!

Welcome to the Tennessee School of Ministry, TSOM. We are honored to have you as a student in this growing ministry of our District.

God has placed a call upon your life to serve Him in ministry. TSOM is here to help you process the call of God on your life.

Your calling maybe as a full-time minister and pastor or as an equipped layman. We are here as a District and as a school to help you process the call of God on your life and prepare you to fulfill that call. TSOM exists to help you develop skills, talents and gain knowledge that is needed for effective ministry. Your own spiritual, physical, social and emotional disciplines will determine your future.

The information in this packet is the key component in your studies and educational process. It is important that you **READ** and **FOLLOW** all the **information in this Student Handbook**. Being fully prepared for each class is essential for receiving the maximum impact upon your life. In many ways the process of TSOM will help you develop the disciplines you will need in ministry.

TSOM instructors will invest into your life out of their experiences and knowledge. Classes are designed to be interactive in order to engage and stimulate your retention. A growing relationship with God and others awaits you in TSOM. *Thanks for joining the journey*

TSOM / 383 East Main St./ Suite #110
Hendersonville, TN. 37075

615-431-0871 tsom@tnaog



Rev. Glenn Forsee, Director

General Information

Class Schedule

1. **SIGN IN:** Friday p.m. & Saturday a.m.
2. Turn in your Text Overview to be graded as you sign in.
3. Pick up your Name Badge as you sign in.

(There will be a designated table for each Level where this is done.)

- **Friday:**
- **Orientation:** 6:30—7:00 p.m.
- **Session # 1** 7:00—8:20 p.m.
- **BREAK** 8:20—8:40 p.m.
- **Session #2** 8:40—10:00 p.m.

*Turn in your Name Badge as you leave Friday night. Pick it up as you sign in again on Saturday morning.

- **Saturday:**
- **Session #3** 8:30—9:50 a.m.
- **BREAK** 9:50—10:00 a.m.
- **Session #4** 10:10—11:30 a.m.
- **Final Exam:** 11:35—CLOSED BOOK TEST

*Turn in your Name Badge as you leave.

*You may purchase Text Books and register for the next months classes before Orientation, during break on Friday Evening & during the break on Saturday morning.

*Please do not wait until after the Final Exam to turn in your registration as the necessary paper work will have already been completed to turn into the District Office .

Text Book Ordering Information

You are responsible for purchasing your own text books. You may use any local book store or online. If you borrow a former student's text book, be sure that it is the correct edition. Check the ISBN# to make sure. We've had to replace several books/overviews due to revisions.

Ordained (Level III) Textbooks

Preaching in Context

Text: Preaching to a Shifting Culture
Scott Gibson (2004 Ed.)
ISBN # 9780801091629

Church Administration, Law & Finance

Text: *Leadership Handbook on Management and Administration*
James D. Berkley (2007 Edition New)
ISBN # 9780801068140

Prayer & Worship

Text: *The Reward of Worship*
Jack Hayford
ISBN # 9780800794187

Pastoral Ministry

Text: *Shepherding the Church*
Joseph M. Stowell
ISBN # 0-8024-7821-2

Pentateuch

Text: *Encountering the Old Testament*
Bill T. Arnold/Bryan E. Beyer
ISBN # 9780801031700

Poetic Books

Text: *Encountering the Old Testament*
Bill T. Arnold/Bryan E. Beyer
ISBN # 9780801031700

Corinthians

Text: *1 & 2 Corinthians: Logion Commentary*
Stanley Horton
ISBN # 0882437313

May we recommend?

Tim Davis

As a resource for your text books.
Tim is a TSOM Alumni & co-owner of

Salt & Pepper Christian Stores

In Murfreesboro, TN.

He will continue to set up a bookstore at the monthly TSOM sessions for the student's convenience of buying their books onsite for the following month's classes. Or you may call them to have a text book shipped to you.

615-896-7777 or 615-896-7770

Email:

Oasismarketing@mindspring.com



TSOM Text Book List 2011-2012

Certified (Level I) Textbooks Licensed (Level II) Textbooks

A/G History, Missions & Governance

Text: *People of the Spirit*
Gary McGee
ISBN # 9780882430997
53rd General Council Minutes (online)

Introduction to Hermeneutics

Text: *Living By the Book*
Howard & Wm. Hendricks
(2007 Revised Edition)
ISBN # 9780802408235

Prison Epistles

Text: *New International Bible Comm. Ephesians, Colossians, Philippians*
Arthur G. Patzia
ISBN # 9780943575193

Introduction to Pentecostal Doctrine

Text: *The Holy Spirit*
Anthony Palma
ISBN # 0882433024

Relationships & Ethics in Ministry

Text: *Ministerial Ethics* 2nd Edition
Joel Trull/James Carter
ISBN # 9780801027550

Synoptic Gospels

Text: *Encountering the N.T.* (part 1)
Elwell/Yarbrough
ISBN # 9780801028069

Acts

Text: *Acts: Logion Commentary*
Stanley Horton
ISBN # 0882433040

Evangelism

Text: *Becoming a Contagious Christian*
Bill Hybels & Mark Mittleberg
ISBN # 9780310257875

Eschatology

Text: *Our Destiny* 1996 Edition
Stanley Horton
ISBN # 0882433229

Introduction to Theology

Text: *Bible Doctrines* 1993 Ed.
Wm. Menzies & Stanley Horton
ISBN # 0882433180

Romans

Text: *Encountering the Book of Romans* 2002 Ed.
Douglas Moo
ISBN # 9780801025464

New Testament Survey

Text: *Encountering the New Testament*
Walter Elwell/Robert Yarbrough
ISBN # 9780801028069

Theology of Missions

Text: *Missions in the Age of the Spirit*
John York
ISBN# 9780882434643

Introduction to Homiletics

Text: *Anointed Expository Preaching* (1998 Ed.)
Stephen & David Olford
ISBN # 9780805431292

Old Testament Survey

Text: *Encountering the Old Testament*
Bill T. Arnold/Bryan E. Beyer
ISBN # 9780801031700

Leadership Skills

Text: *The Empowered Leader* 1997
Calvin Miller
ISBN # 9780805410983

Conflict Resolution

Text: *Making Peace*
Jim Van Yperen
ISBN # 9780802431851

TSOM 2011-2012

Class Dates	Registration Deadlines	Instructors
Sept. 9-10, 2011 A/G History, Missions & Gov. Eschatology Preaching in Context	Aug. 18, 2011	(Subject to change) Carl & Jenell Mueller Bill Lickliter Tom Lindberg
Oct. 7-8, 2011 Intro. To Hermeneutics Intro. To Theology Church Admin., Law & Finance	Sept. 15, 2011	Joel Pledge Mark Kirkpatrick Todd Alexander
Nov. 4-5, 2011 Prison Epistles Romans Prayer & Worship	Oct. 13, 2011	Larry Orr Bill Enfinger Dave Jenkins
Dec. 2-3, 2011 Intro. To Pentecostal Doctrine New Testament Survey Pastoral Ministry	Nov. 10, 2011	Jeff Ogg Steve Pickard Don McCullough
Jan. 6-7, 2012 Ministerial Enrichment Theology of Missions	Dec. 15, 2011	Terry Bailey TBA J.R. Gould
Feb. 3-4, 2012 Relationships & Ethics Intro. To Homiletics Pentateuch	Jan. 12, 2012	Jimmy Lee Glenn Forsee Norm Lesterjette
March 2-3, 2012 Synoptic Gospels Old Testament Survey Poetic Books	Feb. 9, 2012	Todd Alexander Bill Lickliter Warren Burns
March 30-31, 2012 Acts Leadership Skills Corinthians	March 8, 2012	Terry Bailey Ed Hawkins Greg Tempke
May 4-5, 2012 Evangelism Conflict Resolution Ministerial Enrichment	April 12, 2012	Terry Allen Dave Jenkins Terry Bailey TBA

Green = Level I (Certified) Classes, Blue = Level II (Licensed) Classes, Gold = Level III (Ordination) Classes. Purple = Ministerial Enrichment Classes

General Information

To Enroll in the Tennessee School of Ministry (TSOM):

1. Complete an enrollment form and pay a one-time fee of \$25.00 (per level) and a fee of \$50.00 per course enrollment. (i.e., if you are enrolling for the first time in Level I (Certified) you would pay a total of \$75.00. If you are enrolling for a second course in Level I (Certified) you would pay a total of \$50.00.) You may duplicate the enrollment form as needed.
2. Return form and fees to TSOM

Minors: TSOM accepts students age 16 & above. **ALL minors** must have a release form. Contact TSOM for further details.

Each course is \$50.00

There is a one-time charge of \$25.00 as you enroll into a new level:

- Level I (Certified) - \$25.00
- Level II (Licensed) - \$25.00
- Level III (Ordained) - \$25.00

***You may enroll in more than one level at a time. This is helpful to those who have already taken one or more courses through Berean or other accepted Educational institutions.**

***Funds are not refundable.** Credit may be received and applied for up to 1 year toward another course. Cancellation notice must be received one week prior to class commencement (except for emergency absences). **TSOM must be notified by email/written request for transfer of funds from one class to another. That is the students responsibility.**



After Class:

- Grades will be E-mailed to you.
- If you have not enrolled for the next class, complete an enrollment form and return to TSOM.
- On-site registrations for the following month's classes are strongly encouraged. However, this should be done before class on Friday or during breaks not after classes on Saturday.

Text Overview Preparation Cont.

- Most questions are **keyed to the order of chapters** in the text. In some cases, do not overlook the appendix and end of text resources for answers.
- **Plan** to complete your text overview one week before the scheduled class. Waiting to the last night before sessions meet is a sure method for making the task more difficult.

Preparing for the Test

- Study information which has been emphasized or over emphasized by the instructor.
- Test questions come from information in the text overview.
- Test questions may be in the form of multiple choice, matching, true/false, fill in the blank, and some short answer.

Test Taking 101

- Take a deep breath if confused or uncertain. This often helps in focusing on what is being asked.
- Read test questions more than once.
- Read the entire question.
- Focus on the key words in the question.
- Beware of the words **always and never** in true/false questions.

L-R

Rose McCullough—TSOM
Academic Dean

Martha Tennison— Evangelist & 2011 “Hall of Champions” recipient.

Don McCullough—TSOM
Dean of Students & “Hall of Champions” recipient .





Study Guide Tips

Tips for T-SOM Success

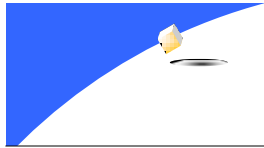
By Academic Dean: Rose McCullough

Text Overview Preparation

- Locate the text overview for your class on the course CD. They are listed in alphabetical order on the CD. Select the one for your class name.
- Copy and save the text overview to a new document file. This will be your copy which you can use to insert the answers to your questions.
- Format your **typed answers** in a font which is simple and easy to read. Consider the style and size of the font (Ex: Times New Roman or Calibri, font size minimum should be 12). You may choose to apply a color to your answer to make it easier to read (for both the student and the grader).
- Read the overview question **before** looking for the answer.
- **Reread** the question focusing on the **key words** to discover the correct answer in the text.
- The **first sentence** in most paragraphs is the topic sentence. It gives a **clue to you** and most likely the basic answer to the question.
- Read the **last** sentence in a section and/or the **summary** in the text to focus on the most concise answer to some questions.
- When the question asks for a **specific number of parts** to the answer, has terms in **bold type or italics**, or uses some other method to narrow down your search (ex. *according to the author...*), use these to find information in the text.
- Answers are usually **specific**. There is no need to write an entire paragraph for an answer.

Student Steps

- All **new students** must completely fill out a registration form and pay tuition for **desired entry class** and **Level**, a minimum of **3 weeks** in advance of that course. **New enrollments are accepted anytime during the school year.**
 - Completely fill out registration form.
 - E-mail the form to the District Office in a PDF file or Fax it to 615-265-8527.
 - Make full (registration & tuition) payment **on-line at www.tnaog.org** web site. Follow the “about us”, “ministries” tabs to TSOM then to “make payment” tab.
 - **You may also** download the registration form, fill it out completely and send by **US mail** along with your check or money order to: TN District Assemblies of God (TSOM) 383 E. Main St. Suite 110, Hendersonville, TN 37075
- All **returning students** (after filling out an initial registration form for the school year following above directions) may register for each returning desired class by on-site registration each month or on-line.
 - When registering **on-line** for classes other than “first time student” or “first class of the new school year”, students may register each month on-site at TSOM, or on-line by **making full payment & Using the Memo/Note section** to state who the class is for, (**Name of student**) & what class they are registering for (**Name of class/s**)
- **No registration forms will be received without full payment.**
- No one will be placed on the class roster until full payment is received for the desired class. (Therefore it is necessary to receive full payment no later than 10 days prior to scheduled class.) **Payment after the 10 days prior to scheduled class will result in a \$10.00 late fee.**
- **You may register for more than 1 class at a time.**
- **Order your textbooks.** (See enclosed list)
- **Read your textbook &** read the corresponding book of the Bible for the Bible Classes.
- **Complete the text overview for the course.** (Your answers must be **typed**. Copy & paste into a new doc., the appropriate text overview from the CD sent to you and work with it in your computer.)
- **Bring 2 copies of your text overview to class.**
 - One copy will be turned in for grading.
 - One copy will be for classroom review.
- **Bring extra paper for class notes.**
- **The course final exam is taken from the text overview.**
- **Be prompt to orientation & Class.**
 - Be respectful to instructors & fellow students.
 - **NO** personal web-surfing, FB, emailing etc. during class.



Lodging

Lodging:

The Hyatt Place in **Hendersonville** is our anchor hotel. They have given us a rate of \$65.00 + tax **per room**. Rooms have either a King bed with a hide-a-bed sofa or two Queen beds and a hide-a-bed sofa & includes breakfast.

***Contact the hotel directly at 615-826-4301 and speak with Becky.** We have a room block set aside for us which automatically **closes 2 weeks prior to our monthly class.** Address: **330 E. Main St. just off Hwy. #31 E/Gallatin Pike.**

Lodging Code:

Session #1—	Sept. 9-10, 2011—	TSM9
Session #2—	Oct. 7-8, 2011—	TSM1
Session #3 -	Nov. 4-5, 2011—	TSM8
Session #4—	Dec. 2-3, 2011—	TSM7
Session #5—	Jan. 6-7, 2012—	TSM6
Session #6—	Feb. 3-4, 2012—	TSM0
Session #7—	March 2-3, 2012-	TSMM
Session #8—	March 30-31, 2012—	TSMM
Session #9—	May 4-5, 2012—	TSOT

The Hyatt Place in Hendersonville has been very friendly and accommodating with TSOM students. Many students reserve rooms for the following month while staying at the Hyatt Place during TSOM Session. **As with TSOM registration, preparing & planning ahead relieves the stress & burden of “last minute” floundering!**

TSOM President -	Dist. Supt. Terry Bailey
TSOM Director -	Glenn Forsee
Assistant to the Director -	Linda Forsee
TSOM Office Assistant -	Brenda Sheppard
TSOM Academic Dean -	Rose McCullough
TSOM Dean of Students -	Don McCullough

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These ladies are here to help you. Contact Brenda at the TN District Office of the A/G with the information below & bsheppard@tnaog.org. Contact Linda at lindaforsee@bellsouth.net

Direct all TSOM correspondence to:
Tennessee School of Ministry
383 East Main St. Suite 110
Hendersonville, TN 37075
Phone: 615-431-0871 Fax: 615-265-8527
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