Located in Guys Mills, Pennsylvania, 
nine miles east of Meadville, Pennsylvania.

Mailing Address:
Faith Builders Educational Programs
28500 Guys Mills Rd
Guys Mills, PA 16327

Email Addresses:
fbep@fbep.org
academics@fbep.org
admissions@fbep.org

Telephones:
Office 814-789-4518
Office Fax 814-789-3396
FBCS 814-789-2303
CLR 814-789-4769
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Dear friend,

Each generation has its challenges and opportunities. The challenges for conservative Anabaptists in the 21st century are many.

• We started schools but found it difficult to find and keep good teachers in the classroom—and schools without good teachers are their own problem.
• Many of our communities are no longer farm-based—further education is becoming more necessary.
• More and more of our people are going to college—sometimes without adequate preparation for the challenges.
• There is an increased interest in missions—and our missions are begging for people who are equipped to minister effectively.
• The expectations for local church ministry are increasing—whether pastoring, discipling, teaching Sunday school, or organizing community work.

We need training opportunities to help meet the challenges of today.

Faith Builders Educational Programs is partnering with churches and interested people in our communities to help fill that need. As an alternative to relying on others to provide training for our people, Faith Builders serves our communities by offering college-level classes, mentoring, and apprenticing, and a variety of seminars, workshops, and other services.

In the following pages you will find information on...

• The Teacher Apprenticing Program (TAP). This two-year course of study aims to prepare teachers with the character, Christian framework, and necessary skills for sustained and successful classroom teaching.
• The Ministry Apprenticing Program (MAP). A two-year program for farmers, factory-workers, pastors, college students, missionaries, and others looking for preparation in Bible, theology, communication, history, servanthood, and other studies.
• Short Terms—A five-week summer term, with courses focused on education, and a five-week winter term, with courses geared to service and ministry, offer short-term educational opportunities for those whose obligations do not allow the two-year commitment.
• Other ministries that make up Faith Builders, including Faith Builders Christian School and the FB Resource Group.

Thanks for your interest in the work of Faith Builders. We invite you to come and join us for several weeks or for a two-year course of study. We also invite you to consider making it possible for others to come and study and grow with us.

In His service,

Steven R. Brubaker
Administrator
MISSION

STATEMENT

*Faith Builders*

*Educational Programs*

*serves the*

*Conservative Anabaptist community*

*by discipling people*

*toward humble, joyful,*

*Christ-centered*

*participation*

*in the Kingdom*

*of God.*
Faith Builders Educational Programs serves the conservative Anabaptist community by discipling people toward humble, joyful, Christ-centered participation in the Kingdom of God.

The FB Board envisions FBEP helping to develop people who...

- Love God supremely
- Are prepared for a lifetime of Spirit-filled service
- Are humble, competent, and faithful church members
- Provide resources for ministries of the church
- Understand the times and are prepared to engage effectively

Faith Builders Educational Programs serves the church by training students to effectively minister Christ for a lifetime.

To this end, we will attempt to understand students in the context of their homes and churches. That is, we are committed to learn to know students, to respond to their questions and individual needs, and to develop their abilities. Furthermore, we will be intentional about learning to know their parents and churches and will work to enable students to be loyal and effective in the church communities that have sent them.
The birth and growth of the Christian school movement among conservative Mennonites has been accompanied by a growing need for qualified teachers. During the early 1980's, a few concerned brethren met to discuss the possibility of starting a Christian college for conservative Mennonites. The result of that discussion was a meeting in Hartville, Ohio, on February 13, 1982, which was attended by about 15 persons. From those present an ad-hoc committee composed of John D. Martin, Joseph Hostetler, Roman J. Miller, and Dale Heisey was formed and given the responsibility to develop a proposal for a Christian college. During 1983, this ad hoc committee completed a document called “Proposal for a Christian College,” which proposed a four-year college with the following emphases: a work-study program that provides a tuition-free education, a teaching program that equips people to live in the community of faith after finishing school, a discipleship program that encourages people to follow Christ in life and to use one’s gifts to build the Kingdom of God, and an educational program that equips people to serve the church and spread the gospel. Although a year-round, on-site educational program was not developed until after facilities were purchased in 1992, many of these emphases were incorporated into the developing program.

Between 1984 and 1992, the Board of Faith Builders Educational Programs (hereafter FBEP or FB) struggled to develop plans for a Christian college that a wide range of conservative Mennonites could support. Board members during this time included Dale Heisey, James Landis, Milo Zehr, Enos Heatwole, Orval Zehr, Lyle Kropf, David Weaver, Paul Miller, Vernon Mullet, Joe Schmucker, and Melvin Lehman. As a step toward achieving the goal of developing a year-round post-high-school program of study, the board decided to offer classes during the summers for two types of students: content classes for teachers and issues classes for students attending other schools. As a result of that decision, summer terms were held from 1987 until 1992 at rented facilities in Virginia, Kentucky, Pennsylvania, and Georgia. During these years FBEP received many calls for teachers. In 1991 the board decided that FBEP could not meet the great need for teachers by offering classes only during the summer. The decision was made to purchase a property and to develop a year-round teacher apprenticing program. The nineteen acres and 85,000 sq. ft. complex at Guys Mills, PA, was purchased in July, 1992, and renovation began soon afterward.

In an attempt to develop work projects that would allow FBEP to offer a work-study educational program, a bakery was started in 1992 and plans were developed to open a personal care home. One year after renovation began, the year-round Teacher Apprenticing Program (hereafter known as TAP) became a reality in the fall of 1993 when a Christian school for grades 1-12 was established on site as a platform for the apprenticing process. Despite having limited financial and personnel resources, we were able to make progress in developing a program of instruction for teachers as the Lord favored us with His blessing. During 1994 and 1995 a basic curriculum of core courses was developed, and we began to accept year-round students. In January, 1999, we initiated an intensive self-evaluation of FBEP in an attempt to strengthen our educational programs and discipling methods. As a result of this self-evaluation, we made some changes in the teacher-training curriculum, added a two-year program for students interested in areas of Christian service other than teaching (Ministry Apprenticing Program, hereafter known as MAP), strengthened our mentoring methods, and changed from quarter hours to semester hours.
To strengthen FB’s apprenticing programs, a three-week apprenticing term was added during the 2003-2004 Academic Year. During the same year, terms were changed to twelve weeks of study and one of focused mentoring. A five-week winter short term during January was added to the school’s offerings in 2004 with an emphasis on offering courses of biblical, theological, and practical ministry interest.

Faith Builders discontinued several work-study programs over the years. The bakery was discontinued in 2002 and the Personal Care Home in 2007, facing increasing regulation and conflicts with student schedules. The emphasis on developing the hands continues with school service and apprenticing throughout terms.

In 2006, the FBEP Board of Directors voted to form the FB Resource Group with the purpose of producing, publishing, and distributing books, audio, video, and live resources that promote an Anabaptist-Christian worldview. The Resource Group provides resources and services for Mennonite schools and church communities.

In 2010 the FBEP Board of Directors reviewed the mission, vision, and values of Faith Builders. They affirmed the ongoing commitment to serve the conservative Anabaptist community by training students, and they gave greater expression to the vision and core values that Faith Builders pursues and develops in our students.
**Statement of Faith**

**God the Father and creation:** We believe in one God who is omnipresent, omniscient, omnipotent, infinitely perfect, and eternally existent in three persons: Father, Son, and Holy Spirit. We believe in God as creator and sustainer of all things, and accept the Genesis account of creation as authentic. We believe that man was created in the image of God but fell into sin and depravity through willful rejection of the known will of God. We believe that children become accountable before God when they reach a level of maturity in which they can make a voluntary choice to accept or reject Christ as their personal Savior and Lord.

**Jesus Christ:** We believe that Jesus Christ is the eternal Son of God and was born of a Virgin; that He lived a perfect life; that He died and shed His blood to redeem mankind from their sin; that Christ arose from the dead, ascended to the right hand of the Father, intercedes for believers, and empowers for service and victorious living. We believe that Christ will return as He went into heaven and that He will reward the righteous, judge the unrighteous, and bring to fulfillment the restoration of all things.

**Holy Spirit:** We believe that the Holy Spirit works in the world to bring men to Christ and that He dwells in the believer to comfort and guide into all truth.

**Satan:** We believe that Satan is the personal enemy of God and all that is good, and that he is at work deceiving men and promoting evil. We believe Christians are called to resist the devil as well as to seek protection and victory over him through the life, presence, and power of Christ.

**Scripture:** We believe that the entire Bible is inspired by the Holy Spirit, inerrant in the original writings, authentic in its matter, and authoritative in its counsels. We believe that the Bible, as interpreted by the life and teaching of Christ, is the final authority for Christian living. FBEP embraces the historic Anabaptist understanding of Christianity that emphasizes faith, repentance, discipleship, unselfish living, and the application of the Word to daily life.

**Salvation:** We believe in a salvation theology that makes the life, death, and resurrection of Christ the heart of Christianity and the community of faith the arena through which God reigns in the world. We believe that our relationship with Christ brings us into harmony with the Father, the created order, and the community of believers. As believers surrender to the lordship of Christ and follow Him in obedience, they are delivered from the power of Satan and the practice of sin. Since they are citizens of the heavenly kingdom while they live on earth, believers work in harmony with Christ to bring all that is under their dominion into conformity to the purposes of God for the universe so that all things under their dominion might be reconciled to God. We believe that God has called Christians to flee sin, to follow righteousness, and to fight the good fight of faith (I Timothy 6:11, 12). God is calling Christians to die to sin and to rise with Christ to a victorious lifestyle. The Biblical view of salvation emphasizes both faith in Christ and obedience in life (discipleship).

**Church:** We believe that the church is the body of Christ and is called to be a brotherhood that encourages, instructs, and disciplines God’s people for the maintenance of purity and the promotion of spiritual growth. We believe that FBEP is responsible to assist the church and the home in their task of preparing people for Christian service.

**Civil Government:** We believe that the civil government is ordained of God to maintain order in society and that it is the Christian’s duty to honor and pray for those in authority. Followers of Christ love all men, witness to the lost and to those in authority, and resist evil without the use of carnal force.

In addition to these brief doctrinal statements, we accept the historic creeds of the Christian church (e.g., Apostles and Nicene Creed) and the statement of Christian Doctrine adopted by the Mennonite Church in 1921 at Garden City, Missouri. We also have an appreciation for the Schleitheim Confession (1527) and the Dortrecht Confession (1632).
<table>
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<tr>
<th><strong>Educational Philosophy</strong></th>
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### CHRIST
**We believe...**

- That the absolute authority for truth is found in the person and character of Jesus Christ as promised in the Old Testament, revealed in the Gospels, and interpreted by the Epistles.

- That in Jesus Christ the supernatural and natural worlds (eternal and created) meet in a comprehensive, unified and reasonable understanding of all truth. In Christ, not only the "whats" and "hows" of reality can be understood, but also the "whys" and "what fors."

### TRUTH
**We believe...**

- That because the triune God exists and has revealed Himself, persons can know Him and understand truth.

- That the beliefs, methods and objectives of Christian education are based on and shaped by the person and will of Christ as revealed in the Scriptures.

- That truth in every discipline (whether the humanities, social sciences, or natural sciences) is consistent with a Christian worldview.

- That evil is a perversion and distortion of what is true.

- That following Christ in obedience is essential to the ability to perceive truth.

### PERSONS
**We believe...**

- That the discipleship of the mind, the discipleship of the heart, and the discipleship of the hands must proceed proportionally toward a unified person.

- That a unified person is one who sees all of life from a Christian perspective, and who applies a Christian worldview (biblical orientation) to work, leisure, church and family responsibilities.

- That man has been granted the privilege to make godly choices and that this privilege is to be exercised with joy and confidence.

### COMMUNITY
**We believe...**

- That coming to Christ involves coming to the community of believers.

- That education is best accomplished in community and is for the purpose of preparing persons for effective participation in community.

- That education in the knowledge and values of the Christian life and tradition is best transmitted through the experience of community.
DISCIPLESHIP
We believe...
✝ That Christian education is accomplished only through relationship: between God and the individual and between the redeemed and the individual.
✝ That discipleship—the passing of life, knowledge, skills and attitudes from one person to another—is the biblically mandated method of education.

EDUCATION
We believe...
✝ That salvation is the restoration of the image of Christ in men and women who trust in Christ and follow Him in obedience.
✝ That “growing in knowledge” is essential to Christian growth and maturity.
✝ That because man is a unified person, the aim of education is not only the development of the mind or body, but also the training of the will for a life of obedience to Christ as a whole person.
✝ That living in a relationship with Jesus Christ is a prerequisite for adequate education.
✝ That in our education the Holy Spirit is the one who teaches, corrects, and disciplines; in our discipling He is the one who convicts and comforts; and in our teaching the Holy Spirit is the “guide to all truth.”
✝ That the primary responsibility for education and discipleship is held by the church and the home. Any authority that a school or mission has for education is delegated by the church or home to serve them in this way.

✝ That the marks of a truly educated person are humility and servanthood.
✝ That the Christian should “bring every thought captive to Christ” by learning to think biblically (i.e., Christocentrically) about all fields of knowledge.
✝ That the character of an educational community is largely determined by the character of the teacher-disciplers that work there. The faculty and staff must exemplify the values of the school.

LIFE and MINISTRY
We believe...
✝ That all believers, not only those in authority, are to be involved in ministry.
✝ That the life of a leader is characterized by humility toward those he serves.
✝ That the role of the individual in Christian community is to restore the Kingdom of God.
✝ That the role of the Christian in contemporary society is to be redemptively prophetic – that is, to call rather than coerce people to the Kingdom.
✝ That the focus of God’s redemptive work in our world is the building of the Church of Jesus Christ – this is the Kingdom of God.
EDUCATIONAL GOALS

Faith Builders Educational Programs is committed to nurturing Christians toward effective service in the kingdom of God. In that nurturing, we want to honor the preceding work and goals of Christian parents and pastors who have poured many hours into the students and volunteers who come to FB. Our investment in these lives follows two tracks: Teacher Apprenticing and Ministry Apprenticing. The former aims to nurture teachers who are prepared to serve effectively in Christian schools, the latter to nurture servants who will contribute meaningfully to local congregations as well as to ministries and missions around the world.

Specific goals of FBEP include:

- To deepen faith in God, His Son Jesus, and His written Word.
- To integrate knowledge and experience through rigorous apprenticing.
- To shape a Christian worldview that is rooted in Anabaptist values and beliefs.
- To strengthen local congregations by preparing men and women who have vision for Christ’s kingdom in homes, congregations, and communities.
- To assist students who want to attend an Anabaptist school before they go on to other post-secondary schools.
- To develop character through intentional discipleship, focusing on...
  - Valuing high moral character.
  - Living honestly.
  - Enduring faithfully under difficulty.
  - Pursuing peace among God’s people.
  - Protecting the young and weak, and ministering to the needy.
  - Resisting sin and hypocrisy.
  - Growing continually in Christ-likeness.
  - Communicating truth effectively in love.
  - Understanding the times.
  - Valuing godly heritage.
The motto for Faith Builders Educational Programs is “Discipling the head, heart, and hands.” The three primary methods of education address these three dimensions of discipleship. Although we describe them here categorically, in the FB experience, there is much overlap.

**Classroom Instruction—Discipling the Head**

FBEP offers a wide range of classes to students in theology, philosophy, history, literature, science, music, mathematics, education, and communication. These courses include lectures, discussions, small group discussions, projects, experiments, and labs. All students take a number of flagship courses, and as they progress more divergence develops between courses offered to students in the Teacher Apprenticing Program (TAP) and students in the Ministry Apprenticing Program (MAP).

Courses are rated by credit hours according to standard college credits, with an approximate ratio of one-to-two hours of out-of-class time for each hour of in-class time.

**Mentoring—Discipling the Heart**

Mentoring is the term used at FB for discipling the hearts of students and volunteers. Each volunteer and student is assigned to a mentoring group led by FB staff members. Activities include small-group sharing, journaling, prayer-partnering, telling life stories, soul searching, evaluating, setting goals, exercising personal disciplines, and making a life plan. These activities happen in both planned and unplanned ways, in settings both formal and informal. Students meet with their mentors in small groups as well as one-on-one.

In mentoring we invite people to bring who they are and all that they are to Jesus Christ. The experience is intense, life-changing, and rewarding. It is intense because people at FB live, study, work, play, and go to church together, which means that opportunities abound both to hear from others and to speak into others’ lives. It is life-changing because the interaction takes place in real life situations among people who learn to know each other well. And it is rewarding because change toward Christ-likeness is observed and affirmed intentionally and regularly. We believe in the power of life-on-life relationships of love and mutual respect.

The goal of discipleship, however, is not only to foster spiritual growth in students. It is also intended to equip people to disciple others. We want students who leave FB to have both a commitment to lifelong change and the courage to engage others in the pursuit of God. We want the progress against unholy attitudes and actions in their lives to translate into messages of grace that encourage and empower others in the way of holiness.
Apprenticing—Discipling the Hands

Apprenticing is rooted in the belief that guided experience rounds out instruction. In the apprenticing relationship, students spend time with the experienced teacher observing, hearing, and then practicing. Our goal is to provide opportunities for students to practice in actual life situations what they are learning in the classroom. For TAP students this means spending time in the classroom observing an experienced teacher, recording and evaluating what he observes. It means then being responsible to plan and present lessons under the supervision and guidance of the teacher. For MAP students apprenticing means observing FB staff lead worship, preach, teach Sunday school classes, and serve as greeters and ushers. It means visiting a variety of ministries to both material and spiritual needs. It then means participating—planning lessons, teaching small groups, ushering, leading discussions, leading worship, serving at soup kitchens, witnessing in the city, visiting prisons, and doing service projects in the community.

The combination of experiences at FB provides the student with a broad range of experiences from which to grow as a person, deepen vision for God's kingdom, and sharpen skills for teaching and ministry.
FBEP Board

FBEP is a para-church organization that serves the conservative element of the Mennonite church. A board that solicits counsel from council members runs FBEP. The board selects board and council members from various Mennonite churches, conferences, and fellowships. The board maintains at least five board members and nine council members. The board meets at least twice per year at the FBEP facility, and confers by telephone other times as needed.

Board Members

Sam Bontrager, IN  
Roy Gingerich, OH  
Richard Herr, PA  
Amos Kauffman, PA  
Gary Miller, KS  
John Miller, IN (chair)

John Nisley, PA  
Dave Nisly, VA

FBEP Advisory Council

The board and administration meets with the council once per year, and seeks input from council members periodically throughout the year.

Advisory Council Members

Steven Burkholder, IN  
Gordon Goertzen, OR  
Nathan Good, VA  
Lamar High, PA  
Nate Kauffman, PA  
Edward Kline, OH  
Earl Koch, ON  
Howard Lichty, ON  
Paul A. Miller, OH  
Jonas Sauder, PA  
Clifford Schrock, PA  
Ben Stoltzfus, PA  
Marvin Weaver, PA  
Norman Yoder, VA  
Melvin Zook, PA
The Faith Builders Pastoral Council is composed of pastors from the FB constituency. Their purpose is to provide a link between FBEP and the churches who send students to FBEP. They pursue this purpose by reviewing the theological positions and sentiments of FBEP, by reviewing the texts that are used in classes taught at FBEP, and by representing the concerns and interests of the constituent community to the board and administration of FB.

**Pastoral Council Members**

- Charles Heatwole, VA
- Ernest Hochstetler, SC
- Roy Longenecker, PA
- Wayne Schrock, VA
- Ron Shantz, ON
- Glenn Yoder, IN

*Pastoral Council members (left to right): Charles Heatwole, Roy Longenecker, Ron Shantz, Glenn Yoder, Ernest Hochstetler, Howard Brubaker (former member). Not pictured: Wayne Schrock.*

The FB Board of Directors has placed responsibility for the operation of Faith Builders in the hands of a leadership team.

**The FB Leadership Team**

- Steven Brubaker, Administrator
- Sheldon Kauffman, Operations Administrator
- Gerald Miller, Faith Builders Christian School Administrator
- Brandon Mullet, Personnel Administrator
- John Coblentz, Campus Pastor
- Melvin Lehman, Former Director
Voluntary Service

Volunteer help is used in the kitchen, domestics, and maintenance. Volunteers participate in FB activities such as campus church services, mid-week chapels, staff meetings, weekend workshops as requested, dorm meetings, and discipleship opportunities.

Discipleship opportunities include required participation in mentoring. There is no charge for the required mentoring class. In addition to the mentoring class, volunteers may take one class per semester at no cost with permission from their work supervisor and the Academic Administrator.

We ask potential volunteers to talk with their home churches and request monthly support. Faith Builders will gladly provide room and board to volunteers at no cost, but we ask the volunteer’s home church to assist by providing a monthly stipend of $125 for the duration of his or her service. If their church agrees to support them, the monthly payment should be directed to them. Faith Builders will not receive or track the monetary support, but we will confirm with the volunteer that personal needs are being met.

Length of term of service for volunteers is normally a minimum of one year. Minimum age for volunteers is 18 years.
Programs of Study
The post-secondary training programs at FBEP are organized under Faith Builders Training Institute (“The Institute”).

**Terms**

Life at Faith Builders is structured around five annual terms. The academic year begins in August with the Apprenticing Term and ends with a Summer Short Term.

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<tr>
<th>When It Is</th>
<th>What Happens</th>
<th>Who is Involved</th>
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<td>Apprenticing Term</td>
<td>4 Weeks in Aug-Sept</td>
<td>Apprenticeing</td>
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<td>TAP/MAP Students</td>
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<td>Fall Term</td>
<td>13 Weeks in Sept-Dec</td>
<td>Classes Mentoring Apprenticeing</td>
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<td>TAP/MAP Students</td>
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<td>Winter Short Term</td>
<td>5 weeks in Jan-Feb</td>
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<td>Ministers, families, singles, missionaries, general</td>
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<td>Spring Term</td>
<td>13 Weeks in Feb-May</td>
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<td>TAP/MAP Students</td>
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<td></td>
<td></td>
<td>Non-program students</td>
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<tr>
<td>Summer Short Term</td>
<td>5 Weeks in July</td>
<td>Classes</td>
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<td>TAP/MAP Students</td>
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<td></td>
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<td>Teachers, college students, general</td>
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</tbody>
</table>

**Students**

**TAP/MAP students** are enrolled in a two year course of study that has been carefully planned to encourage spiritual, mental, and skills development.

**Non-program students** are enrolled for one or more terms without a prescribed course of study. They have greater freedom to pick and choose classes. They do not participate in apprenticing.

People who wish to study at Faith Builders have the following options:

1. Enroll in a two-year program: Teacher Apprenticing (TAP) or Ministry Apprenticing (MAP).

2. Enroll as a non-program student in the Winter or Summer Short Terms – for people who wish to take classes offered in five-week terms. The Winter Short Term specializes in Bible, Theology and Music courses. The Summer Short Term focuses on courses of interest to K-12 educators and general-education students.
# Courses

## Fall & Spring Term Courses

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<tr>
<td>New Testament Survey alt.</td>
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<td>Anabaptist History</td>
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<tr>
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<td>1</td>
<td>Teaching the Bible</td>
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<td>Writing and Research</td>
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<td>Intro to Human Understanding</td>
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<td>World History I</td>
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<td>Reading as a Spiritual Discipline</td>
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<td>Anabaptist Life &amp; Thought</td>
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<td>Various Others</td>
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<td>Current Church Issues</td>
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<td><strong>Mentoring Courses</strong></td>
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<td>and Spiritual Formation</td>
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<td>Ministry Apprenticing IA</td>
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<td>Ministry Apprenticing IB</td>
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<td>Teaching Practicum I (Fall)</td>
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<td>Teaching Practicum II (Fall)</td>
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FB TRAINING INSTITUTE PROGRAMS

FBTI offers two programs of study: Teacher Apprenticing (TAP) and Ministry Apprenticing (MAP). These programs aim to cultivate the integration of the head, heart, and hands, which is central to the mission and philosophy of Faith Builders.

Two-Year Program in Teacher Apprenticeship

A two-year Teacher Apprenticing Program (TAP) forms the foundational offering by Faith Builders for those desiring to be equipped as teachers. This program is designed to accommodate the introductory level needs of students preparing to teach in Mennonite, inner city, mission or other church schools. The courses required for this program and when they will be offered are shown in the following table.

Teacher Apprenticing Program

<table>
<thead>
<tr>
<th></th>
<th>Year 1</th>
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<tr>
<td></td>
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<td>Teaching Practicum II (Intensives)</td>
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<tr>
<td></td>
<td>Fall Term</td>
<td>Bible Survey OT or NT</td>
</tr>
<tr>
<td></td>
<td>Bible Survey OT or NT</td>
<td>3</td>
</tr>
<tr>
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<td>World History I</td>
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</tr>
<tr>
<td></td>
<td>Writing &amp; Research</td>
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</tr>
<tr>
<td></td>
<td>Psalms &amp; Spiritual Formation</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Choir</td>
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</tr>
<tr>
<td></td>
<td>Teaching Practicum I (Fall)</td>
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<td>Bible Survey OT or NT</td>
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</table>

*There is a three-hour fine arts requirement for graduation. This is normally satisfied through participation in choir.
Two-Year Program in Ministry Apprenticeship

What is MAP? MAP is a two-year apprenticing program training men and women to recognize needs, respond to needs, and serve in the spirit of Jesus. It offers hands-on experience in teaching Sunday school, serving on committees and boards, leading worship, leading small groups, witnessing to the lost, and organizing events and projects.

MAP is designed to enable students to return to their home communities prepared to serve the church with both zeal and vision as well as to move on to specialized areas of service in other parts of the world. We want students to emerge with skills, knowledge, and experience for effective service, whether ministering to the spiritual or material needs of people, whether living at home or in a foreign land, whether working as a mechanic or as a career missionary.

**Ministry Apprenticing Program**

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<thead>
<tr>
<th></th>
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<td><strong>Fall Term</strong></td>
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<td>Congregational Church Life</td>
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<td><strong>Spring Term</strong></td>
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<td>Anabaptist History</td>
<td>3</td>
<td>Anabaptist Life &amp; Thought</td>
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<tr>
<td>Teaching the Bible</td>
<td>2</td>
<td>Current Church Issues</td>
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</table>

*There is a three-hour fine arts requirement for graduation. This is normally satisfied through participation in choir.
**Graduation Requirements**

**Hours Requirement**
To graduate, a student must complete 83 class hours for TAP or 81 hours for MAP. These hours include courses needed to fulfill the general studies requirement, the mentoring requirement, and the major requirement.

**General Studies Requirement**
Certain skills, knowledge and experiences are useful to all God’s children and to this end Faith Builders expects that every student graduating from its programs will have profited from the following components.

- **A Christian Mind**
  All students of Faith Builders are expected to spend significant time developing a Christian worldview. The objective is the development of a mind trained to perceive all of the academic disciplines and issues in life from a Christocentric viewpoint. The following courses are focused toward this goal and are required for all programs of study.
  - World Literature (3)
  - World History I (3)
  - World History II (3)
  - Anabaptist Life & Thought (3)
  - Principles of Science (3)
  - Old Testament Survey (3)
  - New Testament Survey (3)
  - Worldviews Survey (3)
  - Ethics (3)

- **Communication Skills**
  In addition, all students are required to take courses that foster writing and speaking skills.
  - Writing and Research (3)
  - Public Speaking (3)

**Major Requirement**
In addition to the general studies requirement, a student is expected to specialize in one of two majors – Teaching (TAP) or Ministry (MAP). The courses and electives needed to complete this requirement are listed with the program description.

**Mentoring and Apprenticing Requirement**
A distinguishing feature of all Faith Builders programs is an emphasis on personal discipling and apprenticing. To graduate from Faith Builders a student must have 11 class hours of Apprenticing for TAP or 8 class hours of Apprenticing for MAP and 8 hours of Mentoring. In addition, a one-hour course introducing students to the philosophy, methods and goals of Faith Builders is integral to the program. These courses are offered only during a two-year residency on-campus.

**Grade Requirement**
A cumulative grade point average of at least 2.00 is required for graduation from Faith Builders.

**Work Requirement**
Consistent with Faith Builders commitment to the proportional development of the head, heart and hands, all graduates of Faith Builders will have been involved in some form of manual work in the School Service Program while on campus.
In addition to the regular academic programs, Faith Builders offers a number of opportunities for personal growth and development.

Winter Short Term

During the month of January, Faith Builders offers classes during a five-week term. The courses offered are focused in the areas of Bible, Theology and Music. This term is specifically designed to address the needs of students not traditionally served by conservative Mennonite Bible schools. This includes both older students and church leaders. The classes are open to students who desire to spend only one term at Faith Builders, although preference will be given to long-term students. The typical course load is 6-8 semester hours. Some courses run the entire five weeks while others may run for as little as one week. Courses offered include the following:

<table>
<thead>
<tr>
<th>Bible / Theology</th>
<th>Music</th>
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</thead>
<tbody>
<tr>
<td>Anabaptist History</td>
<td>Beg. Choral Conducting</td>
</tr>
<tr>
<td>Anabaptist Theology</td>
<td>Beg. Class Voice</td>
</tr>
<tr>
<td>Anabaptist Worldview</td>
<td>Choir</td>
</tr>
<tr>
<td>Bible Book Seminars</td>
<td>Music and the Church</td>
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<tr>
<td>Church History: Early &amp; Medieval</td>
<td>Music Fundamentals</td>
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<td>Music History &amp; Apprec.</td>
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<tr>
<td>Ethics</td>
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<tr>
<td>Helping the Hurting</td>
<td>Growing into a Godly Woman</td>
</tr>
<tr>
<td>Historical Theology</td>
<td>Leadership and Life for Men</td>
</tr>
<tr>
<td>Nonresistance</td>
<td>Marriage and Mothering</td>
</tr>
<tr>
<td>Reading the Bible</td>
<td>Public Speaking</td>
</tr>
<tr>
<td>Sermon on the Mount</td>
<td>Sermon Preparation &amp; Delivery</td>
</tr>
<tr>
<td>Systematic Theology</td>
<td>Singleness &amp; Women</td>
</tr>
<tr>
<td>Teaching the Bible</td>
<td></td>
</tr>
<tr>
<td>The Kingdom of God</td>
<td></td>
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<td></td>
<td></td>
</tr>
</tbody>
</table>
**Summer Short Term**

During the month of July, Faith Builders operates a five-week term. We offer courses during this term designed to prepare and equip teachers in K-12 settings. Courses suitable for first-time teachers are available as well courses for the seasoned teacher looking for continued professional development. Additionally, many of the courses would fit into traditional liberal arts programs at other schools. The typical course load is 6-8 semester hours. Courses offered include the following:

<table>
<thead>
<tr>
<th>General</th>
<th></th>
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<tbody>
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<td>Course Development Practicum</td>
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<tr>
<td>Foundations of Education</td>
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</tr>
<tr>
<td>Intro to Computer Applications</td>
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</tr>
<tr>
<td>Learning Disabilities</td>
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<tr>
<td>Principles of Teaching</td>
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<table>
<thead>
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<td>Biology</td>
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<tr>
<td>Calculus</td>
<td>3</td>
</tr>
<tr>
<td>Chemistry</td>
<td>3</td>
</tr>
<tr>
<td>Earth Science</td>
<td>3</td>
</tr>
<tr>
<td>Geometry</td>
<td>3</td>
</tr>
<tr>
<td>Physics</td>
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<tr>
<td>Teaching Elementary Math</td>
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<tr>
<td>Teaching Secondary Math</td>
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<td>Trigonometry</td>
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<tr>
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<td>Creative Writing</td>
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<td>English Literature</td>
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<table>
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<tr>
<td>US History</td>
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</table>

**Historical Tour / European Choir Tour**

During the month of June, FBEP may offer a three-week study and/or choral tour of Europe. The themes will vary from year to year. Information will be provided in the FB newsletter.
A CHRISTIAN WORLDVIEW

1. TRUTH: Does truth exist? How can/do we know?
2. BEING: What is the ultimate reality?
3. MEANING: For what purpose does the universe exist? ...does mankind exist? What is the meaning of history?
4. EVIL: What is the source/cause of evil/suffering in the world? What happens when we die?
5. ETHICS: Does right/wrong exist? How do we determine right from wrong? What is a good life?
6. ORIGINS: How and when did the universe begin?
7. GOD: Is there a God? What is He like?
8. MAN: Who is man? What is his nature? How can we understand the character of others? How does/should man relate to each other? What is our duty to our neighbor?
9. SIN & SALVATION: How does one experience God? ...overcome evil? What does it mean to love God with all of my heart, soul and mind?

A WHOLE HEART

1. Knowing Christ
   The What - Relationship
   - Forgiveness & acceptance
   - Healing & restoration
   - Love & intimacy
   - Worship
   The How
   - Brokenness & repentance
   - Trust & abandonment
2. Knowing Self
   - Motivations (good & bad)
   - Functional orientation
   - Giftings
   - Callings
3. Knowing Others
   - Honor & respect
   - Forgiveness
   - Compassion & mercy
4. Growing & Changing
   The Goal
   - Wholeness
   - Honesty
   - Integrity
   The Process
   - The Word
   - The Spiritual Disciplines
   - The Sacraments
   - The Community

1. THE HEART
   Discipling
   Salvation, Integrity, Love

2. THE HEAD
   Teaching
   Wisdom, Knowledge, Truth, Understanding

3. THE HANDS
   Apprenticing
   Skill, Service, Ministry

A KINGDOM MINISTRY

1 The Body
   - Exercise and fitness
   - Nutrition and weight
   - Sleep
2. Skills
   - Speaking
   - Writing
   - Worship leading
   - Leadership
   - Computer skills
   - Building – construction
   - Financial
   - Counseling / discipling
   - Custodial
   - Outreach
   - Teaching
   - Research
   - Child care
# FBEP Course Offerings

## Bible (BIB)
- 101 Old Testament Survey (3)
- 102 New Testament Survey (3)
- 115 Teaching the Bible (2)
- 250 Bible Study Methods (2)
- 331 Sermon on the Mount (2)
- 335 God’s Great Salvation (1)

## Bible Book Seminars (BIB)
- 355 John (1)
- 356 Romans (1)
- 360 Galatians (1)
- 376 Ephesians/Colossians (1)
- 378 Pastoral Epistles: I & II Timothy and Titus (1)
- 380 Genesis (1)
- 382 Revelation (1)
- 384 Minor Prophets (1)

## MENTORING COURSES (BIB)
- 180 Psalms and Spiritual Formation (2)
- 181 Ephesians and Spiritual Formation (2)
- 280 The Sermon on the Mount and Spiritual Formation (2)
- 281 Biblical Narratives and Spiritual Formation (2)

## Communication (COM)
- 201 Public Speaking (3)
- 330 Storytelling (1)

## Computers (COMP)
- 102 Introduction to Computer Applications (3)
- 230 Using the Computer in Ministry (1)

## Education (EDU)
- 201 Foundations of Education (3)
- 202 Principles of Teaching (3)
- 204 Course Development Practicum (3)
- 210 Child Development (3)
- 230 Teaching Reading (3)
- 237 Current Issues in Education (1)
- 302 Principles of Teaching II (3)
- 326 The Life of the Teacher (1)
- 333 Teaching Language Arts (3)
- 350 Teaching Social Studies (3)
- 397 Art for Teachers (3)
- 401 Educational Administration (3)
- 420 Learning Disabilities (3)

## Teacher Apprenticeship Courses (EDU)
- 140 Teaching Practicum I (Intensives) (3)
- 240 Teaching Practicum II (Intensives) (4)
- 141 Teaching Practicum I (Fall) (1)
- 142 Teaching Practicum I (Spring) (1)
- 241 Teaching Practicum II (Fall) (1)
- 242 Teaching Practicum II (Spring) (1)

## English (ENG)
- 010 Basic English (NC)
- 101 Writing and Research (3)
- 310 Creative Writing (3)
- 330 TESOL (3)

## History (HIS)
- 101 World History I (3)
- 102 World History II (3)
- 230 Anabaptist History (3)
- 301 American History (3)
- 320 World Geography (3)
- 340 Church History: Early and Medieval (3)
- 341 Church History: Modern (3)
- 360 Art Appreciation (1)

## Intercultural Studies (ICS)
- 241 Cross-Cultural Understanding (1)
- 301 Western Man Study Tour (3)
- 310 World Religions (3)
### Course Descriptions

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<th>Course Title</th>
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<td>Introduction to Ministry (1)</td>
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<td>Pastoral Care (1)</td>
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353 British Christian Writers Seminar - 20th-Century (1)

Science (SCI)
140 Biology (4)
150 Earth Science (3)
210 Principles of Science (4)
220 Chemistry (4)
230 Physics (4)

Theology (THE)
210 Historical Theology (3)
220 Systematic Theology (3)
230 Anabaptist Theology (3)

232 Anabaptist Life and Thought (3)
240 Congregational Church Life (2)
242 Current Church Issues (1)
320 Nonresistance (1)
331 Early Anabaptist Writers Seminar (1)
350 Menno Simons Seminar (1)
351 Pilgrim Marpeck Seminar (1)
352 The Divine Conspiracy Seminar (1)
370 Church Planting and Growth (1)
371 Church Growth & Evangelism (1)
372 Sermon Preparation & Delivery (1)

Bible (BIB)

BIB 101 Old Testament Survey (3)
A chronological, geographic and thematic overview of the Old Testament with an emphasis on the overall unity of purpose. Attention will be given to developing a working knowledge of essential facts as well as to exploring pertinent issues surrounding Old Testament studies.

BIB 102 New Testament Survey (3)
An introductory study of the authorship, date and content of the New Testament books. Major events in the life of Christ and in the early Church are reviewed. Attention is given to New Testament lessons in character and spiritual life.

BIB 115 Teaching the Bible (2)
A course designed to develop the attitudes, concepts and skills needed for effective Bible teaching, particularly in the church Sunday School.

BIB 250 Bible Study Methods (2)
A methods course in which students learn how to study the Bible by studying the Bible. Learn to mine the riches for yourself.

BIB 331 Sermon on the Mount (2)
An intensive study of the Sermon on the Mount with attention to its relevance for life today.

BIB 335 God’s Great Salvation (1)
Dynamics involved in God’s calling a sinner to repentance and faith in Jesus Christ and assimilating him in the Church; salvation as a process from repentance and faith to glorification; the ability to live victoriously; examining some erroneous teachings.
**Bible Book Seminars (BIB)**

**BIB 355 John (1)**

**BIB 356 Romans (1)**

**BIB 360 Galatians (1)**

**BIB 376 Ephesians/Colossians (1)**

**BIB 378 Pastoral Epistles: I & II Timothy and Titus (1)**

This course is a study of the New Testament books often referred to as the “Pastoral Epistles.” Background and historical setting of the writings are explored as well as meaning of key texts. Emphasis is placed on practical applications for the Christian Church today. Specific subtopics are discussed such as leadership and authority, the church family, good works, and dealing with opposition.

**BIB 380 Genesis (1)**

**BIB 382 Revelation (1)**

**BIB 384 Minor Prophets (1)**

Nowhere in the Old Testament do we see the heart of God expressed so dramatically as in the Minor Prophets. The purpose of this course is to explore the thoughts of God and subsequently His heart toward His people. Significant time is spent focusing on the historical setting of each book and the included geography in order to understand the intent of the writer. Students will be required to write a summary of each book at the end of the course of study.

**Mentoring Courses (BIB)**

The following four courses constitute Faith Builders’ mentoring program. Each course involves an intensive interaction with a mentor team as well as programmed experiences that continue the development of the learner into a servant of the Kingdom. Each class meets for a maximum of two days at the beginning of the semester, two days at the end of the semester, and an average of one hour per week during the semester. During the weekly meetings students will continue thinking, talking, and praying about current life issues.

**BIB 180 Psalms and Spiritual Formation (2)**

Emphasis: Knowing God

**BIB 181 Ephesians and Spiritual Formation (2)**

Emphasis: Living in Community

**BIB 280 The Sermon on the Mount and Spiritual Formation (2)**

Emphasis: Seeking First the Kingdom
**Faith Builders Educational Programs**

**BIB 281 Biblical Narratives and Spiritual Formation (2)**
Emphasis: Preparing for a Life of Following God

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**COMMUNICATION (COM)**

**COM 201 Public Speaking (3)**
A study of the theory and practice of effective communication. Students will have many opportunities to practice the skills taught.

**COM 330 Storytelling (1)**
Students first learn to identify and demonstrate specific qualities of good stories and effective storytelling. Then they practice telling stories from personal experience, the Bible, and school-related subjects for the purpose of using storytelling as a teaching technique in the classroom.

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**COMPUTERS (COMP)**

**COMP 102 Introduction to Computer Applications (3)**
An overview of Windows compatible computer hardware and software with an emphasis on practical applications: spreadsheets, databases, presentation graphics and word-processors.

**COMP 230 Using the Computer in Ministry (1)**
No matter how we think about technology, it has influenced the way we think about church. Rather than bemoan the changes, today’s leaders should leverage technology in study, organization, and communication. We will consider an overview and implement these tools in several projects that can directly enhance your leadership. Basic computer skills are essential.

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**EDUCATION (EDU)**

**EDU 201 Foundations of Education (3)**
An introduction to the major issues of philosophy and the philosophy of Christian Day-School education. The course focuses on significant terminology and the development of student positions.

**EDU 202 Principles of Teaching (3)**
An introductory methods course that identifies time-honored principles of teaching and their application in the classroom.

**EDU 204 Course Development Practicum (3)**
This course follows Principles of Teaching with a practical emphasis on conventional course development by active teachers. Each student will prepare an actual course that he or she will be teaching in the upcoming school year and teach portions of
that course. Both the preparation and the teaching will include peer and instructor feedback. Prerequisites are EDU 202 Principles of Teaching and plans to teach in the following school year. The students must bring materials for two courses that they will be teaching during the following school year.

EDU 210 Child Development (3)

A lecture/lab course which traces the spiritual, intellectual, physical and emotional development of the child through adolescence. The course introduces a Biblical view of how we learn and explores the implications of developmental stages for the education of young children.

EDU 230 Teaching Reading (3)

A hands-on class that uses the phonetic approach. The course introduces students to some basic reading theory, principles of good oral reading and a phonics curriculum. Students observe a mentor teacher and learn to take an informal reading inventory.

EDU 237 Current Issues in Education (1)

This course takes a look at the educational landscape that surrounds us, including public, private, and Anabaptist education. The content of this course will be developed primarily by class discussion, as well as hearing from several guests. Students will have an opportunity to directly connect current issues to their own setting and school.

EDU 302 Principles of Teaching II (3)

A methods course that further develops and expands on themes first introduced in Principles of Teaching I. Students will have the opportunity to develop a number of projects throughout the course designed for practical impact in their classrooms the following year. Prerequisites are EDU 202 Principles of Teaching and two years of teaching experience.

EDU 326 The Life of the Teacher (1)

An effective teacher is an artist. Every teacher-artist is an individual, and brings a unique set of attitudes, expectations, style, and habits to the classroom. We'll study how the teacher’s personal life, habits of character, and style of teaching can be developed for more effective results regardless of the school’s choice of curriculum materials or methods to be used. Prerequisite: at least one year of teaching experience.

EDU 333 Teaching Language Arts (3)

This course is designed to acquaint the student with the theoretical background of language arts and to introduce effective instructional methodologies and assessments in language arts. It will include six basic components of English Language Arts: listening, speaking, reading, spelling, grammar, and writing.

EDU 350 Teaching Social Studies (3)

This course will lay both a philosophical and practical foundation for teaching history/social studies in the classroom. Students will explore what defines the effective social studies class while developing and practicing diverse instructional strategies in a seminar and “workshop-style” setting. An overarching question driving the course through both theory and practice is, “What does it mean to be a Christian history teacher?”
**EDU 397 Art for Teachers (3)**
The objective of this course is to introduce students to the basic concepts of art education. The student will gain knowledge about artistic media, lesson preparation, and age-appropriate project planning.

**EDU 401 Educational Administration (3)**
This course is designed to equip school principals to plan and administer effective K-12 programs.

**EDU 420 Learning Disabilities (3)**
An examination of the purpose, rationale, and methodology of programs for individuals with special learning needs. Assessment, instructional strategies, and individualized education programs will be considered.

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**Teacher Apprenticeship Courses**

The following six courses constitute FB’s apprenticeship offerings for prospective teachers. EDU 140 and EDU 240 are offered during 4 weeks in August and September. EDU 141, EDU 142, EDU 241, and EDU 242 are offered during the Fall and Spring Terms.

**EDU 140 Teaching Practicum I (Intensives) (3)**

**EDU 240 Teaching Practicum II (Intensives) (4)**

**EDU 141 Teaching Practicum I (Fall) (1)**

**EDU 142 Teaching Practicum I (Spring) (1)**

**EDU 241 Teaching Practicum II (Fall) (1)**

**EDU 242 Teaching Practicum II (Spring) (1)**

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**English (ENG)**

**ENG 010 Basic English (NC)**
A prerequisite course that covers basic English grammar and composition.

**ENG 101 Writing and Research (3)**
A lecture/workshop course in basic college writing, rhetorical writing and research papers. Stresses development of basic expository writing skills: sentence making, paragraph construction, grammar, and mechanics. Emphasis is placed on the writing process: pre-writing techniques, drafting, and revising. Rhetoric, inductive and deductive reasoning, and the use of sources are developed. Designed to prepare students to write research papers required in other courses.
ENG 310 Creative Writing (3)

Study and practice of the tools of effective writing while encouraging personal development of imaginative writing styles and interests.

ENG 330 TESOL (3)

A development of the skills needed to teach English to speakers of other languages.

HIS 101 World History I (3)

A study of world civilizations with an emphasis on understanding the philosophy and culture of 21st-century western man.

HIS 102 World History II (3)

A continuation of World History I.

HIS 230 Anabaptist History (3)

A study of the roots, men and women, branches, and ideas of sixteenth century Anabaptism, including the similarities and differences between Anabaptism and Protestantism, both past and present.

HIS 301 American History (3)

A survey of the American phenomena—its origins, its development, and its present state. Special effort is made to show the parallel development of North American Anabaptist life. Students are required to write essays on various issues confronting the American people as their democracy developed.

HIS 320 World Geography (3)

The physiography of the earth, its people and their social development, and the present geopolitical landscape within the context of broad historical sketches and outlines.

HIS 340 Church History: Early and Medieval (3)

A survey of the history of the church up to the Reformation. The purpose of the course is to enable the student to gain a general understanding of the development of church institutions, doctrines and movements, and to become acquainted with important actors in the history of the church up to the time of the Reformation. We will look at those things that unite us, as well as those things that divide us.

HIS 341 Church History: Modern (3)

A continuation of the survey of church history beginning with the Reformation and continuing until today. The purpose of the course is to enable the student to gain a general understanding of the development of church institutions, doctrines and movements, and to become acquainted with important actors in the history of the church up to modern times. We will look at those things that unite us, as well as those things that divide us.
**HIS 360 Art Appreciation (1)**

Examine, savor, and study a variety of visual art and illustrations including portraits, landscapes, still life, and people at work. Notice color, light, balance, and form. Meet a few artists and illustrators along with some schools and periods of art and architecture. Look at some current popular art and discuss ways to teaching art appreciation in the classroom.

**INTERCULTURAL STUDIES (ICS)**

**ICS 241 Cross-Cultural Understanding (1)**

Whether we meet “different” people at the local store, summer Bible camp, in urban ministries, short mission trips, or foreign missions—all require an awareness of others’ perspectives to talk meaningfully with them. We will study how to understand and be understood.

**ICS 301 Western Man Study Tour (3)**

This course is meant to introduce our students to the contemporary setting of the various major influences in our religious, cultural, economic and political development. In each case we visit the sites of historically important events. Each tour will emphasize some aspect of the development of western man. Various themes may include: Anabaptism, church history, Israel and Judaism.

**ICS 310 World Religions (3)**

**ICS 340 Cultural Anthropology (3)**

An introduction to cultural anthropology designed to assist the Christian in fulfilling the Great Commission and understanding his world.

**ICS 352 Introduction to Muslim Evangelism (1)**

**LANGUAGES (LAN)**

**LAN 101 Spanish I (3)**

An introduction to standard Spanish grammatical structure, coupled with an introductory vocabulary practice in conversation.

**LAN 102 Spanish II (3)**

A continuation of Spanish I.

**LAN 301 Greek I (3)**

An introductory study of New Testament Greek, with an emphasis on the conjugation of regular, contract and “mi” verbs, and the declension of various nouns, pronouns, and adjectives. An acquaintance with the language, plus learning to use the various study resources, will be the basic goals of this course.
LAN 302 Greek II (3)
A continuation of Greek I.

LITERATURE (LIT)

LIT 110 World Literature (3)
A reading-intensive introduction to the fundamentals of reading and literature. A study of the forms and interpretation of fiction, poetry, allegory, and nonfiction literary prose with a special emphasis on Christian writers.

LIT 220 English Literature (3)
A survey of some major English works and authors, including literature from the Anglo-Saxon period through the late Victorian period with a special emphasis on Christian writers in Britain. Examines historical and cultural backgrounds, and the development of major themes in British literature.

LIT 230 American Literature (3)
A survey of some major American authors, including literature from the Colonial period through the Civil War. Traces thought in American literature from Puritanism to the American Renaissance.

LIT 240 Children’s Literature (3)
A course in reading and teaching literature to children, including the study of a variety of books, stories, and poems written for children. Oral reading in the classroom, the needs and interests of children at various age levels, and criteria for judging the value of children’s books are examined. The course seeks to model literary analysis: finding purpose, theme, artistic quality, and classroom use of literature for children.

LIT 310 Poetry Appreciation (1)
Poems covering a wide range of themes and forms will be studied to develop the student’s understanding and appreciation of the value of poetry. The course will include oral readings, recitations, and a bit of writing.

MATHEMATICS (MAT)

MAT 010 Basic Math (NC)
Preparatory course covering the fundamentals of mathematics and High School Algebra.

MAT 020 Math Independent Study (NC)
Math Independent Study is a course tailored to meet the readiness, needs, interests, and capabilities of the learner. A course of study is designed to advance the student’s grasp of mathematical concepts and skills. Courses can include or specialize in Algebra, Geometry, Trigonometry, or Calculus.
**MAT 030 Algebra II (NC)**

Algebra II includes the material covered in a High School Algebra II course. The amount of time expected for this course is equivalent to a 3 hour course. (Those interested may take the CLEP College Algebra exam to attempt to receive college credit for the study.)

**MAT 101 Algebra (3)**

This course includes the study of exponentials, radicals, rational expressions, linear and quadratic equations and applications. Prerequisites: High School Algebra 1 and 2.

**MAT 201 Mathematics for Elementary Teachers (4)**

This math course is designed to provide the student with a basic mathematical understanding in preparation for teaching math in the elementary classroom.

**MAT 210 Trigonometry (3)**

In-depth study of functions, graphs, trigonometric identities and logarithms.

**MAT 211 Geometry (3)**

Overall view of the structure of geometry proceeding from the basic axioms of Euclidean Geometry.

**MAT 220 Calculus (3)**

This course presents introductory topics through differentiation and integration of algebraic functions and applications.

**MAT 250 Mathematics for Secondary Teachers (3)**

This course is designed to equip the high-school teacher with the basic understanding needed to master high school algebra, geometry and trigonometry. Some attention is given to the techniques of teaching on this level.

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**MINISTRY (MIN)**

**MIN 250 Servant Leadership (1)**

**MIN 260 Global Missions (2)**

This course intends to inform the student of the biblical, historical, cultural, and strategic aspects of world evangelization. The course uses articles by mission scholars, videos, and presentations by missionaries to broaden the student’s understanding of God’s work in the world.

**MIN 325 Introduction to Ministry (1)**

A study of calling and servanthood in the body of Christ, with special attention to the qualifications for ministry, the exercise of spiritual gifts, and practical discussions about the temptations and abuses associated with ministry.
**MIN 330 Helping The Hurting (3)**

A study of human sorrow, beginning with basic Biblical premises about sorrow—why we have sorrow, the importance of right responses to sorrow, and God’s purposes in sorrow. Then, we will look at specific kinds of human sorrow, including grief (for death and other losses), rejection (in human relationships), and abuse (verbal, physical, and sexual).

**MIN 331 Pastoral Care (1)**

We will consider how the pastor learns to identify personal and interpersonal needs in the church and how he is to respond to those needs. We will study how to practice openness wisely, how to listen well, and what are healthy and unhealthy ways to respond to needs in the church.

**MIN 332 Christian Counseling (2)**

During difficult times in our lives and the lives of others, we need someone to walk with us who is more interested in God’s story than his own agenda. This class will help us hear and understand what God’s heart is toward those needing help.

**PSY 101 Introduction to Human Understanding (3)**

In the past two centuries, the Western world has seen significant shifts in the understanding of man. This course begins with laying a foundation of the Biblical view of man as created in the image of God, fallen and damaged by sin, but still a complex being having both physical and spiritual dimensions. We will then trace the development of human understanding in the past two centuries, giving an overview of some of the most prominent thinkers and their theories. We will examine recent research in human development, perception, learning, and personality as well as various mental and emotional disorders. Then, we will explore various Christian responses to the findings and theories of psychologists and provide a Biblical framework for discernment and evaluation.

**Ministry Apprenticeship Courses**

The following five courses constitute FB’s apprenticeship offerings for the Ministry Apprenticing Program. MIN 140 and MIN 240 are offered during 4 weeks in August and September. MIN 141, MIN 142, MIN 241, and MIN 242 are offered during the Fall and Spring Terms. These courses are designed to develop ministry skills and experience through intensive apprenticing opportunities. Ministry Apprenticing is designed to give MAP students opportunities for exposure to and involvement in need-based ministries. Emphasis is placed on effective and helpful communication across cultural and religious lines.

**MIN 140 Ministry Tour I (2)**

**MIN 240 Ministry Tour II (2)**

**MIN 141 Ministry Apprenticeship IA (1)**

**MIN 142 Ministry Apprenticeship IB (1)**
**MIN 241 Ministry Apprenticeship IIA (1)**

**MIN 242 Ministry Apprenticeship IIB (1)**

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**Music (MUS)**

**MUS 101 Choir (1)**

Designed to combine artistic excellence with inspirational musical expression. Worship in song that is acceptable to God is the result of a heart that is in tune with God and gifts and skills that are developed and committed to bringing glory to God.

**MUS 110 Music Fundamentals (3)**

Emphasizes elementary theory (chord structure), music reading, and ear training skills. The purpose of this course is to instill a basic working knowledge of the language of music and to develop skill in pitch reproduction.

**MUS 201 Music Theory I (4)**

A continuation of Music Fundamentals, including ear training, sight-reading skills; keyboard and staff application of harmonic elements including traditional four-part chordal harmonization of melodies using various triads, accessory tones, and modulations; analysis of songs that illustrate the concepts taught. The lab emphasizes sight-reading skills.

**MUS 202 Music Theory II (4)**

A continuing study of music theory with procedures directed toward harmonic compositions.

**MUS 301 Music History and Appreciation (1)**

This course provides the student with the background necessary to develop an appreciation for good music. Guidance is given in listening and learning to appreciate church, choral and classical music. The basic vocabulary, forms and genres are taught, as well as brief histories of the periods of music and the composers of great music from each of these periods.

**MUS 310 Beginning Class Voice (1)**

Students are instructed in the fundamentals of good singing. This course is designed for anyone who is interested in learning to sing correctly.

**MUS 311 Intermediate Class Voice (1)**

A continuation of MUS 310.

**MUS 320 Beginning Choral Conducting (1)**

A practical, “hands-on” approach to choral conducting, focusing on clear communication of musical ideas with the conducting gesture and on efficient and effective rehearsal techniques. The repertoire used will be selected from all historical periods and will be appropriate for high school choral ensembles. All participants will spend substantial time conducting. Some sessions will be videotaped.
MUS 321 Intermediate Choral Conducting (1)
A continuation of MUS 320.

MUS 331 Music & the Church (1)
Worship is a primary function of the gathered community. In this course a framework for thinking about the role of music in the church is developed. In addition, the practical implications of this framework for the life of the church are explored.

PERSONAL FORMATION (PER)

PER 101 Introduction to Spiritual Formation (1)
An introduction to the philosophy, goals and methods of Faith Builders. Includes instruction in the basic principles of Christian life and relationships, study skills and reading skills.

PER 160 Singleness, Marriage & Family (3)
The purpose of this course is to help students think about and plan for their niche in the social fabric of the world we live in. The perspective is Christian with an emphasis on the practical side of living. Students will be helped to build a vision of what they want their life in family and community to be.

PER 210 Foundations of Spiritual Formation (2)
The purpose of this class is to help people think about how they can grow and change, and to help them learn how to disciple others for growth and change. Issues include anger, stubbornness, shame, fear, depression, forgiveness, hope, faith, compassion, dealing with sin and abuse, dealing with the past, relationship with God, and relationship with others.

PER 215 Spiritual Formation & Disciplines (2)
A study of how we change and are formed progressively into the image of Christ. Beginning with a brief overview of what type of change and formation takes place at conversion, this course continues with a focus on the reformation of our hearts, transformation of our minds and what role our will, emotions, feelings and the spiritual disciplines play in this life-long process.

PER 250 Developing Passionate Belief (1)
An examination of the interaction of the mind and heart in spiritual transformation.

PER 260 Leadership & Life for Men (3)
Growing into a man infers growing toward leadership roles. During this study we explore the foundations of manhood and then the seasons of a man’s life as he grows and matures and as leadership expectations change. Aspects of leadership in the family, in the community, and in the church will be explored. A study of the Book of Nehemiah will provide a framework for discussion.
PER 261 Marriage & Mothering (1)

As married women we are called to love our husbands and children. We want to live intentionally, rooting our relationships in Jesus, giving out of our God-created gifts and capacities. Topics include being a helpmeet, submission, intimacy, honoring/loving, parenting, and homemaking. We will examine the biblical categories, allowing them to shape our understanding of these uniquely personal callings.

PER 262 Growing into a Godly Woman (1)

God does not call me to perfection but to continual growth into who He created me to be—a woman who loves her Redeemer. This includes living a life of prayer, trust, and ministry/serving—practicing the spiritual disciplines. We will also examine the lives of women of Scripture in order to learn from them what it means to be a godly woman.

PER 263 Singleness & Women (1)

The purpose of this class is to encourage single and married women to embrace God’s original design as it was instituted in the Garden while at the same time accepting its limitations in a fallen world. This class will also examine God’s perspective of the Christian single’s physical and spiritual identity and reality. Finally, it will explore the Christian single’s calling and life focus in the 21st Century.

PER 320 Interpersonal Relationships (3)

What the Bible says about our social needs and interactions; communication skills, conflict and conflict resolution, social structures, and Biblical principles for interaction.

PER 330 Reading as a Spiritual Discipline (1)

Recognizing the wisdom available to us in good literature, this course seeks to cultivate a vision and nurture the habits of reading across the genres and generations.

PHI 201 Introduction to Worldviews (3)

A historical summary of the major philosophical contributions from the Jews and Greeks to the present. Students will be expected to articulate thoughtful Christian answers to the major issues considered by philosophy.

PHI 202 Foundations of Christian Worldview (3)

A wide-angle survey of the major philosophical and theological issues with an emphasis on developing a distinctively Christian worldview. What a Christian mind looks like in the major disciplines will be considered.

PHI 250 A Christian Worldview (1)

A course designed to sketch the outlines of the Christian Worldview by focusing on several foundational questions. Includes a brief comparison of the major worldviews with an in-depth consideration of truth and reality.

PHI 260 The Anabaptist Worldview (1)

An exploration of the distinctive emphases that are present in an Anabaptist understanding of the way the world really is.
**PHI 310 Ethics (3)**
A systematic study of a Christocentric approach to personal and corporate conduct. Major issues facing 21st-century man will be examined.

**WRITERS SEMINAR**

**PHI 350 Pascal Seminar (1)**

**PHI 351 Augustine Seminar (1)**

**PHI 352 C. S. Lewis Seminar (1)**

**PHI 353 British Writers Seminar – 20th-Century (1)**

**SCIENCE (SCI)**

**SCI 140 Biology (4)**
This course provides a broad background in the science of life. Course material includes cytology (cell biology), zoology, botany, and genetics, with a brief introduction to human anatomy and physiology. The course is designed for science teachers of all levels.

**SCI 150 Earth Science (3)**
Astronomy, Meteorology and Geology are the three areas of focus in this course. An introduction to practical stargazing and field studies relating to rocks, minerals, and ores are included in this survey course.

**SCI 210 Principles of Science (4)**
A historical and philosophical development of the major concepts of physics, chemistry, biology, and the earth sciences. This overview of science focuses on developing an integrated understanding of the place science takes in a Christian worldview.

**SCI 220 Chemistry (4)**
Chemistry is an introduction to the essentials of Chemistry including atomic structure, classification of matter, periodic law, chemical reactions, stoichiometry, acids/bases, elements overview, chemical bonding, and nuclear chemistry. Laboratory investigations are included.

**SCI 230 Physics (4)**
This incremental approach to Physics principles uses trigonometry as the basis for the mathematical development. The course includes a rigorous presentation of mechanics, electromagnetism, optics, sound, and nuclear physics topics. Includes 1 semester hour of lab.
THEOLOGY (THE)

THE 210 Historical Theology (3)
The study of the development and expression of key theological ideas such as the Trinity, Creation, the Fall, Salvation, etc.

THE 220 Systematic Theology (3)
A development of the major themes of theology from an Anabaptist perspective.

THE 230 Anabaptist Theology (3)
This course is a descriptive and analytical study of sixteenth century Anabaptist theology within the context of other Reformation theologies with reflection on the relevance of this heritage for contemporary doctrinal, congregational, and personal life.

THE 232 Anabaptist Life and Thought (3)
This course is an exploration of the values and beliefs of the Anabaptist worldview. There are two parts to this course. The first part of the course involves a descriptive and analytical (lecture, reading, and discussion) study of sixteenth-century Anabaptist theology within the context of other Reformation theologies with reflections on the relevance of this heritage for contemporary doctrinal, congregational, and personal life. The second part deals broadly with writings, stories, and practices of Mennonites from diverse traditions and times, also with reflections on the relevance of this heritage for our own times.

THE 240 Congregational Church Life (2)
This course begins by exploring New Testament teaching and experience of church life. It then explores what it means to live in community as the body of Jesus, discussing the following issues: baptism, communion, church structure, leadership, statements of faith, church standards, discipleship, aid programs, and community outreach.

THE 242 Current Church Issues (1)
This course is a study of the common problems, challenges, and changes facing conservative Anabaptist churches today. Class assignments and activities will seek to identify and analyze these issues as well as equip students to participate in these issues in practical and positive ways.

THE 320 Nonresistance (1)
This course investigates the historical and biblical foundations for the doctrine of nonresistance. The wider implications of nonresistance are looked at and each student is required to establish concretely his own position on the doctrine.

THE 331 Early Anabaptist Writers Seminar (1)
The class will read and discuss significant writings from the 16th Century Anabaptists including the Schleitheim Confession. The instructor will provide background material for each reading.
**THE 350 Menno Simons Seminar (1)**

This class looks at the writings of one of the most significant and influential early founders of Anabaptism, Menno Simons. We will discuss his writings and thought under eight major headings: his early writings, his basic teachings, his reasons for resisting the magisterial reformers, incarnation, baptism, toleration, cross, and ex-communication.

**THE 351 Pilgram Marpeck Seminar (1)**

This seminar looks at the writings of Pilgram Marpeck.

**THE 352 The Divine Conspiracy Seminar (1)**

The Divine Conspiracy by Dallas Willard presents discipleship to Jesus as the very heart of the gospel. We will read and discuss this rich and compelling call to have confidence in Jesus in every dimension of our real life, to believe that he is right about and adequate to everything.

**THE 370 Church Planting and Growth (1)**

Ten-session course examining such topics as a Biblical base for church planting, facing our fears, objections and hesitations, Paul’s strategy, models for church planting, characteristics of church planters, cautions, finances, evangelism in church planting, building bridges to unsaved persons, and more.

**THE 371 Church Growth & Evangelism (1)**

Students will explore approaches a local church can use to impact its community for Christ. In addition, students will learn to share the Gospel with actual experience in witnessing. We will discuss strengths and weaknesses of various approaches and dream together of ways we can encourage our congregations to become more proactive in reaching out to unchurched people around us.

**THE 372 Sermon Preparation & Delivery (1)**

Provides a practical framework for preparing sermons. Defines what preaching is, explores the basic types of sermons, the normal components of sermons, and effective delivery. While the sermon is in focus, the course is applicable to topics and other talks as well.
QUALIFICATIONS FOR APPLICANTS

Applicants to Faith Builders should evidence Christian character and commitment, a commitment to family and church, some potential for effectiveness in Christian ministry, and the academic achievement and ability necessary for assignments. The purpose of these requirements is not to exclude potential apprentices but to ensure that students will succeed. Prospective students may call or write the admissions staff at Faith Builders to discuss plans, goals, and questions. Call (814) 789-4518 or contact us by e-mail at admissions@fbep.org.

The primary criteria for student selection include the following:

1. Spiritual Condition: Of primary concern to the school is the spiritual and emotional condition of students. We are fully committed to the preparation of the whole person. In order to accomplish our goals, students must express 1) a desire to follow Christ in discipleship and service, 2) a willingness to be discipled, and 3) a commitment to uphold the standards of the school.

2. The applicant should be at least eighteen years of age when studies at FB begin.

3. Relationship with home church and parents: We are also concerned that apprentices maintain contact with their home church and parents. Apprentices must be church members in good standing. We need a commitment from a student’s home and church to stay in contact with the student on a regular basis while the student is at Faith Builders.

4. Academic achievement and ability: To demonstrate the ability to meet the academic requirements of Faith Builders, a student must have:
   - A 2.0-grade-point average from any high-school or post-secondary institution.
   - Graduation from an accepted secondary school, certificate of High School equivalency (e.g., home-school), or a G.E.D. certificate. NOTE: We strongly recommend a college-preparatory high school curriculum that includes 4 units of English, 3 units of math, 3 units of science, 3 units of history, and 2 or more units of a foreign language.
   - One of the following:
     - 21 ACT Composite
     - 980 Scholastic Aptitude Test (SAT) Verbal and Math
     - 1500 SAT total

Students who do not meet these standards may be interested in applying to Faith Builders Christian School to complete their high school work.

Other considerations in the enrollment process are as follows.

1. Doctrine: An applicant will not be admitted who denies or is unwilling to receive instruction about any teaching in the doctrinal statement.

2. Lifestyle: Faith Builders reserves the right to deny or revoke the admission of any candidate whose behavior or lifestyle is inconsistent with the doctrinal statement, biblical principles, or standards of the FB community.
3. Relationships: Engaged or married applicants are welcome. The spouse or fiancée of an applicant should be involved in and supportive of any decision to seek admissions to FB.

4. Race, nationality, ethnic origin, gender, and disability are not factors in the selection process.

**How to Apply**

Here are the steps involved in the application process.

1. Request application forms from FB Admissions Department by writing to Faith Builders Educational Programs, ATTN: Admissions, 28500 Guys Mills Rd, Guys Mills, PA 16327, or calling 814-789-4518. You may e-mail your request to admissions@fbep.org or fax it to 814-789-3396.

2. Complete the application form. Answer all questions that apply to you.

3. Distribute the three reference forms to the appropriate people with a stamped envelope addressed directly to FBEP. The person completing the reference form should mail the completed form to our admissions office. Do not use family members as references. For example, if your pastor is related to you, please use another church official. If you have recently been in college, voluntary service or other ministry, ask a representative of that organization to complete a reference.

4. Mail the completed admissions packet to FBEP.

5. Have your official high school transcripts sent to FBEP by the school. You should also have records sent from any school attended after high school. All academic records must be sent directly from the academic institution to be official.

6. Have your SAT (code number 3711) or ACT (code number 3571) scores sent to FBEP. These scores are not necessary if you have 30 semester hours of transferable college credit with a GPA of 2.0 or greater, are over 24 years of age, or are an international student. We may also waive this requirement if you have studied previously at FB’s Summer or Winter Terms.

We will evaluate the application and notify the applicant of his/her status. Unless we require additional input on an application, applicants will receive a letter of acceptance or denial within two weeks following their application review. FBEP does have a limit on the number of students who will be accepted. Early applications have the best chance of acceptance. Admissions decisions are based on a number of factors. If the available positions are filled on any of the application periods, additional applications will be considered for that term on a waiting-list basis.

Faith Builders reserves the right to refuse admission or readmission to any prospective or returning student. Any applicant who intentionally withholds pertinent information or who falsifies such information may be required to withdraw from FBEP. The regulations listed herein are subject to change after date of publication through established procedures. Faith Builders Educational Programs reserves the right to make necessary changes without further notice.
**SHORT-TERM APPLICANTS**

If you are interested in taking classes during the Summer or Winter Term, the application process is much simpler. There are no reference forms or academic requirements. However, we strongly encourage applicants to consider their level of academic preparation and to discuss any questions with the admissions staff. Do not let uncertainty about whether you can do the work hinder you from talking to us. Faith Builders has a number of options for helping people develop in areas of deficiency. Some potential TAP or MAP students like to take a short-term course to “test the waters” and explore whether longer-term study at Faith Builders is desirable.

**FOREIGN STUDENTS**

Faith Builders has been approved by the U.S. Citizenship and Immigration Services (USCIS) as an institution that qualifies to receive foreign students. A prospective student from a country other than the United States should contact the admissions office for the forms needed to request a student visa from the USCIS. International students should begin their applications early to allow adequate time for the government’s review process.
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**Expense Information**

Please contact the FB office for an updated tuition and fee schedule.

**Application Fee**

A nonrefundable and nontransferable fee must accompany the application for admission.

**Tuition**

Tuition is due upon billing, typically during the first two weeks of term.

**Deposit**

A deposit is to be paid to secure campus housing. This deposit is credited to the student’s account and may be refunded until May 1 of each academic year if Faith Builders is notified in writing. This deposit is nontransferable, and after May 1 of each academic year, this deposit is nonrefundable.

**Personal Needs**

Laundry, cleaning, spending money, items related to personal grooming, towels, sheets, pillow, off-campus transportation, etc., vary with the individual and are an individual’s responsibility.

**Unpaid Accounts**

A student who has an unpaid account may be suspended from classes and may not be eligible to take final examinations or to receive an official report of grades, transcripts, or diploma. A student with an outstanding balance on the bill from a prior semester will not be allowed to re-enroll unless the account is paid in full. The student may be responsible for any collection fees incurred in collecting the account.

**Withdrawal**

Any student who withdraws from Faith Builders and completes the official withdrawal procedure, will receive a refund as follows:

Tuition:
1. 75% will be credited during the first week of classes
2. 50% will be credited during the second week of classes
3. 25% will be credited during the third week of classes
4. None will be credited after the third week of classes.

If a student officially withdraws from the institution during the first three weeks (beginning with the first day of check-in) of the semester, the dormitory fee will be charged per week for any part of a week in which he resides in the dormitory. There will be no refund for the room portion of the dormitory fee after the first three weeks; however, the meals portion will be refunded at a flat rate per week for the unused portion of the semester.

**Withdrawal Fee**

A fee will be charged for the processing of an official, unofficial, or administrative withdrawal.


**Graduation Fee**

Students planning to graduate need to request a graduation application from the main office and return it two months prior to commencement. A fee is required with the form which goes toward the cost of the diploma.

**Refund Policy (Enrolled Students)**

Refunds are issued upon request when an overpayment (credit balance) exists.

**Lab Fees**

In certain courses, fees will be charged in addition to tuition.

**Bad Checks**

A student will be charged a fee for returned checks.

**Payments**

The room fee (applicable to on-campus students only), tuition, and all other costs for the full semester are payable within 20 days of the beginning of each semester. If any student is 10 days or more delinquent on his school account, the student may be removed from classes and will not be eligible to take final examinations. A prior year’s account must be settled for a student to receive permission to reenroll at the institution. Additionally, the Registrar will not release an official transcript of the academic record, or a diploma, without proof of payment of all institutional charges. There will be a finance charge of 1% per month on all past due or unpaid accounts (maximum annual interest rate of 12%).

**Textbook Purchases**

Textbook costs range from $10-$100 per class depending on the course. The cost of textbooks is not included in the tuition. Textbooks may be purchased from Christian Learning Resource.

**Tuition Discount Schedule**

The Winter and Summer Short Terms count as one-half semester. Voluntary service and missionary discounts apply for one year following the termination of service. To qualify for the discount, the student must enroll at FBEP during the year following the termination of service. Tuition discounts do not apply to textbooks.

- Pastors and long-term missionaries - 75% tuition discount.
- Children of long-term missionaries - 50% tuition discount until 21.
- Volunteers from other programs (available within one year of the end of a VS term) - 50% tuition discount for one semester for each year of voluntary service.
- Volunteers from our program - 50% tuition discount for two semesters for each year served in voluntary service at FBEP.
- Spouses of students - free audits and 50% tuition discount.
- Staff members and spouses - 100% tuition discount.
- Staff children - 50% tuition discount until age 21.
- Employees of FBEP who terminate employment (if they begin classes within the year of termination) will receive a 100% tuition discount for one semester per year employed at FBEP.
The Faith Builders Scholarship Program is intended to assist students with legitimate financial needs to study at Faith Builders. While Faith Builders encourages academic excellence, academic aptitude is not the criteria for awarding scholarship assistance. Despite the assistance of the scholarship program, we strongly encourage every student to pay his own way as much as possible. We encourage students to think about ways to make money to cover expenses, such as summer jobs and part-time jobs during term. We believe that students will tend to value their education more when it costs them directly. In addition, we encourage self-pay as much as possible because it cultivates the development of personal financial responsibility and commitment.

Scholarships are available only to students who have applied for and received admission to FBEP. Students who have applied to FBEP for admission can apply for financial aid through the scholarship program by submitting the scholarship application which is available from the FBEP office and at www.fbep.org.

Several parameters guide the scholarship award process. We only help students whose income levels are below $35,000/year. We verify each student’s income with the IRS 1040 tax form.

For second year students, Faith Builders offers a deferred payment loan program. It works according to these parameters: tuition, room and board payments do not become due until two months following completion of the program at FB; a 3% fee is added to the loan at this point and either payment in full can made at that point or a 48- or 60-month payment plan can be drawn up. Contact the business office for full details on this program.
Course Registration and Changes

Course Audits

Students who wish to audit, or take a course without recognition, must indicate their intention at the time of registration. Auditors will not be expected to take quizzes or examinations. Courses audited cannot be counted toward meeting graduation requirements.

Only lecture courses may be audited. Courses requiring labs, private instruction, etc., may not be audited. Instructors have final say in whether a course may be audited.

Semester Load

The normal semester load for full-time students is 12-16 hours. Winter and Summer Short Term students have a normal term load of 6-8 hours.

Dropping/Adding Courses

After a student’s program of study has been arranged, changes are discouraged. No course can be added after the first week of classes. A standard thirteen-week course may be dropped without a grade and tuition and fee charges refunded within the first five days of class. From the sixth day of class until the end of the tenth week, a thirteen-week block course may be dropped with a grade of withdrawn (W) or withdrawn failing (WF). The student will pay the tuition and fees for the course. All drops will be recorded as W or WF, depending upon the student’s standing at the time the course is dropped. Neither a W nor a WF is used in calculating a GPA.

Exceptions to these deadlines may be granted by the Registrar in unusual circumstances, such as extreme illness or other circumstances beyond the student’s control. No course is considered officially added or dropped until the proper form is submitted to the Registrar so that the schedule of the student may be properly changed. This form requires the written approval of the instructor of the course. Students who never attend a course for which they are registered will have the course dropped without a grade, and the tuition will be credited. An administrative fee of $25 will be charged to the student’s account for this adjustment.

Any course without sufficient enrollment may be cancelled.

Course Selection

Winter and Summer Short Term students who are not enrolled in a program of study may take courses per personal preference. Summer students will be assigned an advisor if necessary to plan courses of study. Students in a planned program of study must take courses according to their course sequence and the plans that were made during the application process. Faculty mentors will give continuing assistance in course selection and planning. The Academic Administrator or Advisors must approve all course selections and changes.
GRADING POLICIES

Incompletes
No term course assignments (essays, projects, reading, etc.) will be accepted after the last day of final exams. Mentoring assignments for the days after final exams are due on the day of the final class session. No assignments will be accepted after that day. Any exceptions need the approval of the academic dean.

Recording of Grades
All grades will be recorded in the Registrar’s Office as reported by the instructor in charge of the various courses. Once grades are recorded, requests for changes must be submitted in writing by the instructor. Any extra credit assignments that are a part of the instructor’s syllabus must be assigned and completed prior to the final exam for the course. A student may not obtain extra credit assignments after the semester has ended and a final exam has been given.

Grade Reports
Reports of grades will be issued to students within three weeks after the end of each term.

Grade Appeal Process
Sometimes a student may feel that there is an error on his grade report. If so, he must begin the appeal process within the first 30 days of the following semester. This process is as follows:

1. Talk to the course instructor. The instructor can complete a grade change form.

2. In the event that the instructor does not recognize an error and the student feels there is still a problem, he should write the complaint and present it to the Academic Dean.

Student Classification
The classification of students at Faith Builders depends on their application status and number of earned semester hours.

• Freshman – 0-35 semester hours earned
• Sophomore – 35+ semester hours earned
• Summer Student – student only taking classes during the summer term
• VS Student – student during Fall or Spring Semester that is not a part of the one- or two-year programs
• Winter Student – student only taking classes during the winter term

Grading Scale

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The percentages listed are recommendations. Instructors have the right to modify these percentages for specific classes.
**Academic Standing**

Students must maintain satisfactory standing in order to remain at FBEP. Students must maintain a grade point average (GPA) of 2.00 for satisfactory scholastic standing.

**Course Repeat Policy**

Students who want to repeat a course and have the first grade removed from the cumulative GPA must satisfy each of the following guidelines:

1. Any course taken at Faith Builders must be repeated at Faith Builders to activate the policy.
2. The second grade of A, B, C, D or F will apply toward the cumulative GPA.
3. The grade which has been deleted from the computation of the cumulative GPA will not count toward quality hours or hours earned, but will remain on the record as a course attempted.

**Value of Hours**

Faith Builders operates on the semester system. The unit for counting course work is the semester hour. A semester hour consists of the equivalent of one fifty-minute period of class work per week for fifteen weeks, with an assumption of two hours of outside preparation, or two fifty-minute periods of laboratory work per week for each semester hour.

To determine the GPA, the quality points earned are divided by the semester hours attempted (quality hours). Quality points are determined by multiplying the course numerical grade by the number of semester hours the course includes. For example, if a student earned a “B” in a course that represented 3 semester hours of work, he would receive 9 quality points. If a student has completed 15 semester hours of work and has 45 quality points, he would have a GPA of 3.0. Only grades earned at Faith Builders are included in the GPA. The only grades used for calculating the GPA are “A, B, C, D and F” and associated letters (e.g., “A-”).

**Withdrawal from Faith Builders**

For students withdrawing from Faith Builders within the first 21 calendar days of classes, the record will show a date of withdrawal, but no grades will be recorded. If withdrawal occurs after this time, the student will receive grades of “W.” If a student withdraws without prior administrative approval, an unofficial withdrawal will result which will forfeit any financial refunds otherwise due. Grades of “F” will be given for all courses in which the student is officially registered.

Violation of the disciplinary system which results in a suspension will be treated as an administrative withdrawal. Grades of “W” will be recorded in all courses for which the individual is officially registered. There is a fee for the processing of an official, unofficial, or administrative withdrawal. The last day to withdraw from a semester is the last day of class. A student may not withdraw after finals begin.

**Transcript of Records**

Official transcripts are made only at the written request of the student concerned. There is no charge for the first copy. A fee of $5.00 ($10.00 for next-day processing) for each additional transcript should accompany the request. No transcript will be issued for anyone who has failed to meet all financial obligations to FB. Official transcripts are
not released directly to the student; they will only be sent to the Registrar of a school.

**Transfer Credits**

Courses and degrees from some other post-secondary institutions will be accepted on a per case basis toward fulfilling the requirements of a Faith Builders Program. Applicants must request official transcripts to be sent directly from the Registrar(s) of the previous school(s) to the Faith Builders Admissions Office. When these transcripts are received, a decision will be made.

**Course Work at Other Institutions**

Students who wish to take a course at another institution and transfer the credit to Faith Builders must receive permission from the Registrar.

**Attendance**

All students taking a course, regardless of classification, are expected to attend all scheduled classes. Classes missed the day before and/or after holidays are counted as double absences. Students missing more than the number of scheduled classes shown in the table below automatically lose one full letter grade; students missing more than two weeks receive an “F” for the course unless otherwise exempted by the Administration. Three unexcused latenesses count as one absence.

<table>
<thead>
<tr>
<th></th>
<th>Fall or Spring Semester</th>
<th>Winter or Summer Short Term</th>
</tr>
</thead>
<tbody>
<tr>
<td>3 Hour Course</td>
<td>3</td>
<td>2</td>
</tr>
<tr>
<td>2 Hour Course</td>
<td>2*</td>
<td>1</td>
</tr>
<tr>
<td>1 Hour Course</td>
<td>1</td>
<td>1</td>
</tr>
</tbody>
</table>

*Only one absence is allowed for mentoring courses.

**Assignments**

It is the responsibility of the student to see that class assignments and projects are turned in when due. An instructor is not obligated to accept late work. An instructor may grant an extension in some cases. No term course assignments (essays, projects, reading, etc.) will be accepted after the last day of final exams. Mentoring assignments for the days after final exams are due on the day of the final class session. No assignments will be accepted after that day. Any exceptions need the approval of the academic dean.

**Examinations**

Students are expected to take all examinations on their assigned dates. If examinations are missed, as a rule, they may not be taken later. However, if the student receives approval from the instructor and the academic administrator and pays the late examination fee, he may make up the examination.
**Graduation**

**Graduation Requirements**

All candidates for graduation must be approved by the Faculty and the Academic Committee. Candidates must complete all core course work with at least a C average and fulfill all requirements for the program of study in which they are enrolled. In addition they should express a cooperative spirit throughout the apprenticing process, exhibit moral, social, and ethical behavior in harmony with Biblical Christianity, be a church member in good standing, and demonstrate an ability to teach and serve. Conditions such as transfer credit and incomplete grades should be removed by the opening of the candidate’s last semester.

In order to qualify for graduation, a student must be within 9 hours of completion of the program and have specific plans made for completing any remaining requirements within 9 months of graduation.

**Attendance at Faith Builders Educational Programs is a privilege. This privilege may be forfeited by not conforming to its policies and regulations or by being unwilling to adjust to its environment.**

**Course Textbook Policy**

A major component of study at Faith Builders is reading. It is our intent to use textbooks and materials that enhance the goals of FB. We recognize that textbook selection important and our desire is to keep this process open for review and challenge. In order to promote community involvement in all phases of the FB program, the following procedure will be used for reviewing the core course materials used.

1. Before new materials (i.e., materials that have never been reviewed) are used, the FB academic committee will hear a presentation of the materials from the course instructor or the Academic Administrator. As part of the review process, the Academic Committee will consider compatibility with the Christian Worldview, academic level, appropriateness for the FB mission, acceptability to the FB constituency, and overall quality of the materials. The materials will be compared with the stated positions and values of Faith Builders as outlined in the current course catalogs to make a determination of acceptability and compatibility. They will look over the materials and make one of the following judgments.
   - Acceptable – No further action needed. This must be a unanimous choice.
   - Unacceptable – Will not be used as core material at FB.
   - Not enough data – Additional reading needs to be done before a decision can be made. See #2.
   - Provisional acceptance – May be used but the materials will be evaluated further by a broader base. See #3.

2. If there is not enough data for the Academic Committee to make a judgment, assignments will be made to members of that committee to collect the necessary data. The academic committee will then repeat the process.

3. If a provisional acceptance is granted, the Instructor may use the materials until further notice. The materials will then be sent (along with specific ques-
tions for consideration) to people who can help evaluate them in the areas of question. These people may include other teachers, Pastoral Council, FB Board and Advisory Members, and ministers. The Academic Committee will consider the responses of the additional reviewers and make a final determination.

If any student, alumnus, or constituent has a concern about any textbooks that are used, they are invited to submit their concern in writing to the Academic Administrator. If a currently used textbook generates concern, the Academic Committee will reevaluate its usage.

**FBEP Library**

The FBEP Library has a variety of print and electronic resources available for faculty and student use. Approximately 17,750 books, a variety of periodicals and CD’s, and several research computers are available. Hours are 8:00 AM to 10:00 PM.

**Pelletier Library**

Students and faculty of Faith Builders have access to the Lawrence Lee Pelletier Library on the campus of Allegheny College in Meadville, Pennsylvania. It has combined resources of 600,000 volumes and 1,100 periodical subscriptions.

**Library Hours**

These hours are in effect when classes are in full session.

- Monday - Thursday: 8:00 AM to midnight
- Friday: 8:00 AM to 8:00 PM
- Saturday: 9:00 AM to 6:00 PM
- Sunday: 2:00 PM to 11:00 PM
TRANSFER OF CREDIT

Students often ask if they can receive credit at other colleges and universities for classes they take at Faith Builders. This question has a layered answer.

1. A number of colleges have accepted courses taken at Faith Builders. A transcript from FB is sufficient for these schools to grant credit.

2. The American Council on Education’s College Credit Recommendation Service (ACE CREDIT) has evaluated and recommended college credit for forty of Faith Builders Educational Programs’ courses. (see page 42 for ACE Recommended Courses). The ACE Transcript Service offers a lifelong record for students who have successfully completed our courses that have been reviewed by ACE CREDIT. This service enables adult learners to present a nationally recognized transcript to the college or university of their choice for the potential award of academic credit. For more information, visit the ACE CREDIT Transcript Service website at www.acenet.edu. A list of colleges who accept ACE’s recommendations can be found on the ACE website (www.acenet.edu). You may register, access, and request your ACE Transcript record online at www.acenet.edu/transcripts.

3. Some colleges may not honor any transcripts from institutions that do not have national accreditation. In this situation, Thomas Edison State University of New Jersey has agreed to provide a transcript of FB courses (recommended by ACE) from their institution. This involves a per-semester-hour fee.

4. There are no guarantees in any of the previous options. The best way forward is to be in contact with the schools where you plan to attend and become familiar with transfer policies.

Is Faith Builders accredited?

We are often asked this question, particularly by prospective students interested in having work at Faith Builders recognized by other schools. The short answer is no, we are not accredited as a school by any national accrediting organization. There are several reasons for this. The primary reason is that FB is unwilling to structure itself according to criteria that could be destructive to its mission and purpose. We are working very hard to have a program that exceeds the general expectations and academic standards and to that end we have our courses evaluated by the American Council on Education.

CLEP Information

In 2008, Faith Builders began offering the College-Level Examination Program® (CLEP®), a credit-by-examination program which gives students the opportunity to earn college credit by earning qualifying scores on exams. CLEP exams are computer-based and administered on computer at Faith Builders. Nearly 3,000 colleges and universities grant credit or advanced standing based on CLEP exam performance. Each college sets its own CLEP policy, so it is important to determine the specifics of an institution’s policy, such as the exams for which they grant credit and how many credits they grant. However, it is not necessary to be enrolled in college in order to take a CLEP test. Faith Builders offers course exemptions for selected CLEP exams.
Up to 12 credits from CLEP examinations may be applied to requirements in the Teacher Apprenticing or Ministry Apprenticing Programs. Contact the office to request a brochure showing the examinations available and FBTI course exemptions.

CLEP exams offer a low-cost method for earning college credit. At $85 ($70 for the exam plus $15 administration fee), each exam is a fraction of the tuition required for a similar college course. The 90-minute, computer-based exams are offered in more than 34 subjects, ranging from U.S. History, Spanish, and College Algebra to American Literature, Western Civilization, and Financial Accounting. Students receive their scores immediately upon completion of the exam (except for English Composition with Essay exam).

For more information about CLEP, visit www.collegeboard.com/clep. To schedule an exam at Faith Builders, contact the Academic Department at (814) 789-4518 or academics@fbep.org.
**SOCIAL LIFE**

Maintaining wholesome and positive relationships with others is a major goal of the Christian life. Even spiritual growth depends on healthy interaction with fellow believers. Our goal is to promote mutual honor and respect toward those with whom we live and work. Students, staff, and volunteers are therefore expected to be thoughtful and courteous in their relations with each other, especially when discipling others.

We believe that sharing in meaningful group activities is a better way to build relationships than casual dating. We encourage people to concentrate on developing meaningful relationships with as many people as possible.

We also realize that life at FBEP can become very intense and that people need time alone. We expect everyone to respect the needs of others for privacy.

**RECREATION**

The Scripture implies that one ought to maintain the body because it is the temple of the Holy Spirit. Since physical fitness and well being are conducive to mental concentration and comprehension, we expect students to be involved in regular physical activity. FBEP will normally schedule organized recreation two or three times per week.

The emphasis in recreation will be on personal involvement and development rather than competition. Our goal is to provide wholesome exercise so people experience relaxation and refreshment.

**SPIRITUAL LIFE**

The goal at FBEP is to encourage genuine acquaintance with God and a personal desire to please God from the heart. The staff intentionally encourages open-heartedness with God and each other, both to stimulate spiritual growth and to foster accountability. When we practice accountability, we desire to address not only sinful conduct, but also root problems and sinful attitudes that produce sinful behavior.

We expect FBEP personnel to maintain regular personal devotions and to attend scheduled meetings at the school unless prior arrangements are made with the administration.

Both students and volunteers have prayer partners. The purpose of the prayer partner relationship is to foster openness and accountability in relationship with another person. Prayer partners talk and pray about daily happenings, spiritual needs and questions, and relational issues.

Students who have unusual situations related to church membership should discuss these matters during the application process. FBEP is committed to supporting the local church and involving the local ministry in any discussion with staff or students about church-related issues. An attempt is made to arrange leaves so that staff and students can be present at their home church for communion and other important church functions. Students and volunteers participate in the Faith Builders Campus Fellowship for Sunday worship during semesters and short terms. They also visit local churches several Sundays each semester.
Overview

A clear understanding of what is acceptable behavior is necessary when people from various backgrounds live and work together. We have intentionally tried to focus on principles and restrict the number of details that we address. We expect personnel to cooperate with the guidelines given here and with other regulations as they are developed and announced. Our goal is to foster self-control, respect, God-consciousness, and voluntary compliance. Students are expected to maintain and exemplify at all times a standard of conduct in harmony with a full commitment to Christ and the ideals of the school. We expect staff and students to speak with each other according to the pattern in Matthew 18 when addressing sins or violations of standards and policies. Although the goal of all discussion and disciplinary actions is repentance and restoration, any person who persists in disregarding school regulations and the combined counsel of staff and students may be asked to leave.

FBEP serves the conservative Mennonite community and does not see itself as a catalyst for change. Although we recognize that the principles and guidelines expressed here may not represent those held by any particular church or organization in our constituency, our goal is to honor the traditions and practices of the constituency we serve. The purpose of these standards is to honor our tradition, to express the kind of behavior we expect at FB, and to provide structure within the apprenticing program; our goal is neither to make a statement about who is a conscientious Christian nor to defend our standard on the basis of it being the best or most perfect guideline. In addition to upholding FBEP guidelines, FBEP personnel and students are expected to uphold the guidelines of their home churches.

Dress Standards

General

- No prominent logos, designs, or writing on clothes are allowed. Flip flops are not to be worn on campus outside the dorm areas. They may be worn on picnics and other outdoor outings.
- Our goal is to promote serviceable attire that is in keeping with our understanding of Biblical modesty, simplicity, and nonconformity to fads and styles.

Ladies

- Covering: Hair shall be uncut and put up in a simple style. All coverings must meet the approval of the FBEP administration. Veilings other than the traditional white net veiling must be approved by the home church and
the parents. Hanging veilings must be made of cloth, but may have a narrow lace border for a hem.

- **Dresses**: Our goal is modesty, simplicity, and godly femininity. We encourage the wearing of a plain, modest cape and require that a loose-fitting cloth vest, jacket, or sweater be worn if a modest cape is not worn. We do not permit skirts and blouses or jumpers. Cape dresses and sweaters should be modest and loose-fitting. Sleeves shall be long enough to reach near the elbows. The dresses should be long enough to reach a minimum of halfway between the knee and the ankle. Dresses shall be worn outside the dorm, but sweat pants may be worn under the dress if working conditions or weather require. For classroom and other public events (including supper), socks or hose must be worn. Socks and hose are not required evenings and weekends.

**Men**

- We encourage but do not require the plain coat. We do not allow the tie.
- We ask that men not open more than one button at the collar. Full-button dress shirts with stand-up collars shall be worn to class and other formal dress functions. Tennis (or polo) shirts may be worn for non-class and recreational activities. Sleeves shall be long enough to reach near the elbows. T-shirts may not be worn as an outer garment.
- Sweat pants may not be worn outside the dorm as an outer garment. Tight fitting clothes may not be worn. We ask that men keep their hair neat and avoid hairstyles that allow the hair to hang down over the collar or ears.

**Music Listening Policy**

Because of our commitment to honor God in everything we do, music at FB is an important issue. We believe that music listening habits contribute significantly to a person’s spiritual growth and discernment. We encourage a general atmosphere of worship, an appreciation for our heritage, and a high standard of excellence in music. We feel a strong obligation to honor and support the parents and churches represented in the staff and student body.

Since our mission is to prepare people for a life of service and blessing, we feel responsible for the kinds of music we allow on campus. This policy is not intended to be a definitive statement on acceptable music styles; rather, it reflects our attempt to provide a worshipful context for personal growth that is clearly positive and uplifting. We therefore offer the following statement as a guiding policy for music listening at FBEP:

- No student or FB staff person shall bring or listen to Country, Rock, CCM, New Age, R & B, Rap, and other similar styles during their stay at FB. Only classical, traditional sacred, and choral genres are considered acceptable for private listening.
Because of our commitment to certain standards of quality and worship, we will choose the music to be played in public areas such as the cafeteria or student lounge. None of these guidelines negates the necessity for exercising personal discernment in our listening practice. Growth in discernment can include fasting from, or doing without, certain things or activities for a period of time in order to discern their impact on us. We encourage students and volunteers to be proactive with the guideline and to view it as an exercise in personal growth, discernment, and discipline.

**Video/DVD watching**

Students, staff, and volunteers are permitted to watch educational videos in a classroom or informal context since educational videos are usually in a speaker or documentary format. Other video and DVD viewing is limited to the family and classroom context. Thus, apartments and homes are the only acceptable places for viewing videos and DVD’s unless it is an FB sponsored event such as a Sunday evening activity, in which case the deans or someone appointed by them will be present. Only videos and DVD’s that families with children could watch are considered acceptable. FBEP staff must take responsibility for any videos being viewed in their apartments or homes. FB staff persons are defined as full-time, salaried employees of FBEP.

We consider the following to be legitimate uses of videos:

- **Education** – Much information is available in the form of lectures, documentaries, etc. Like a good story, videos can raise significant issues for discussion and analysis.
- **Home videos** – Capturing memories on video camera
- **Cultural awareness and analysis** – Understanding the dominant ideas and values that influence our times.
- **Recreational viewing** – Experiencing a story visually.

The amount of time one spends watching videos should be limited. In any leisure activity, self-discipline is vital. Watching a video with friends (or alone) should not become a primary social activity, the one main activity you often do together. The amount of time spent in any sensory experience significantly affects the depth of impact. In addition, we develop tolerance levels that require more and more in order to satisfy us. Research and experience indicate that it is possible to become addicted to watching videos. When a person feels the need to watch a video in order for his life to be interesting or worthwhile, it indicates a possible addiction.

**Email and Web Use**

The computer network serves the administrative needs of Faith Builders Educational Programs and the educational needs of its staff and students. A content-filtered connection to the Internet is provided for school administrative needs, communications, and an extension of the library research materials in the FBEP Library. Gmail, Yahoo, or other Internet-based e-mail is accessible over shared public-use computers in the library. Although all access is filtered and monitored, primary responsibility for filtering content remains with end-users. We do not offer dial-up Internet access on campus. Students may connect their personal computers to Faith Builders’ computer network for a per-term fee. The initial connection time is reduced for students who install and use antivirus software and install the latest security updates. All network-connected computers—including personal computers belonging to students and staff—are subject to inspection by IT staff upon formal request.
**Housing Policy**

All single students are required to live in the dorms. New students may apply for an exception to this policy during the application process or returning students may apply for an exception by June 1. The bases for possible exceptions include living with the family of a relative, being at least 25 years old, or having personal needs or issues that prohibit living in the dorm.

**Dorm Guidelines**

**Meal schedule**

The kitchen normally serves breakfast, lunch and supper. The kitchen serves brunch and supper on Saturdays and during summer term. Brunch, breakfast, and lunch are come-and-go. Supper is served promptly at 5:15 and everyone is expected to be there for the prayer.

**Visitors**

Lodging for visitors is limited. Students are responsible to make arrangements with the lodging coordinator, to make their visitors feel at home, to show them the posted visitors’ policy, and to give them a tour.

**Dorm furnishings**

Make prior arrangements if you want to bring furniture from home. Requests for chairs and desks and other furniture are handled on a per individual basis. Use straight pins, not tape or sticky putty, to hang things on the walls.

**Phone use**

For long distance calls or faxes, please use a phone card. Cards are available for sale from the campus bookstore.

For incoming calls, give your friends and family the phone number 814-789-4518.

**Use of FB vehicles**

Due to insurance requirements, FB vehicles are not available for non-FB use.

**Relationships**

**Lady/gentleman relationships**

We want relationships between men and women to be rich, nurturing, and above board. Although we want the singles to have the freedom to talk with each other about significant ideas and life issues without either person thinking about the relationship developing into a special friendship, we actively resist ongoing heart discussion between single men and women. We expect the men and women to be friendly, respectful, and unselfish in their relationships with each other. Single men and women may not counsel each other about relationship issues. We also discourage teasing and flirting and discussions between men and women about personal interest in one another.

**Courtship**

Anyone who is dating or is interested in pursuing a dating relationship with someone not at FBEP when he comes to FBEP should make his interest known during the ap-
Application process. If you are already dating and your special friend will come to visit, talk with either the Dean of Men or Dean of Women. Anyone interested in pursuing a dating relationship should likewise talk with their Dean. People who are not dating when they come to FB may not initiate a dating relationship until they have been at FB at least one year. A courtship relationship may not begin at FB without the approval of both sets of parents and may not be initiated during a term or semester. The administration will assign a mentor to each dating couple. The mentor’s responsibility is to give general direction. We expect couples who are dating not to let their interest in each other interfere with their work or with the development of normal relationships with others. We ask, therefore, that couples not only limit their non-dating time together, but that they try to develop relationships with others during normal school activities. Couples may date in lounges, other public rooms, and off campus as approved by the mentor. Dates may not be held in dimly lit areas, in parked vehicles, in dorm rooms, or behind locked doors. Curfew and reporting guidelines are the same for dating couples as for other dorm residents. This courtship policy applies to both staff and students.

General conduct and relationships

If you have difficulty getting along with someone, we encourage open, kind discussion with the person himself. If additional help is needed, we suggest including someone in a position to bring healthy resolution, such as a dorm leader, the dean, or your mentoring group leader.

Schedules and Free Time

Evening schedule

Attendance of recreational activity is optional.

<table>
<thead>
<tr>
<th>Day</th>
<th>Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monday</td>
<td>No recreation planned</td>
</tr>
<tr>
<td>Tuesday</td>
<td>Planned recreation 7:00-9:00 PM</td>
</tr>
<tr>
<td>Wednesday</td>
<td>First and third, no activity planned</td>
</tr>
<tr>
<td></td>
<td>Second and fourth, dorm meetings (attendance required)</td>
</tr>
<tr>
<td>Thursday</td>
<td>No recreation planned</td>
</tr>
<tr>
<td>Friday</td>
<td>Activity planned by Student Council 7:00 PM</td>
</tr>
<tr>
<td>Saturday</td>
<td>Volleyball 7:00 PM; singing in the stairwell (attendance encouraged) 9:30 PM</td>
</tr>
<tr>
<td>Sunday</td>
<td>First, activity planned by Student Council</td>
</tr>
<tr>
<td></td>
<td>Second, service in the Chapel</td>
</tr>
<tr>
<td></td>
<td>Third, singles in staff homes, Student Council responsible</td>
</tr>
<tr>
<td></td>
<td>Fourth, activity planned by Student Council</td>
</tr>
<tr>
<td></td>
<td>Fifth, no planned activity</td>
</tr>
</tbody>
</table>

You may wish to bring a sleeping bag and a lawn chair for some recreational activities.

You may engage in personal recreation (e.g. basketball, walking) as you wish. Ladies may not take walks off the grounds by themselves after dark.

Neither students nor volunteers may be in a work area after curfew unless they are scheduled to work or have permission from the Dean of Men or Dean of Women.
Curfew

On all evenings except Friday and Saturday, curfew is 10:30 PM in the dorm area and 11:00 PM in one’s own dorm. On Friday evening curfew is 12:00 AM in one’s own dorm. On Saturday evening curfew is 10:30 PM in the dorm area and 11:30 PM in one’s own dorm. Doors are locked at curfew time each evening and unlocked again the next morning at 6:30 AM.

Students, volunteers, visitors, and non-residents who are not on staff and do not live at FB must observe curfew guidelines by leaving campus by 10:30 Saturday-Thursday nights and 12:00 on Friday nights.

We have no lights-out policy. Many issues related to dorm life are respect issues that are resolved in each dorm.

Attendance expectations

Students and volunteers are required to attend Sunday services, chapels, mentoring group meetings, dorm meetings, and other spiritual activities. Persistent absenteeism may result in dismissal. Check with the Dean of Men or Dean of Women if you want to attend a non-FB service.

Chapels: twice per week during semesters and daily during summer and winter terms. Attendance of chapels is monitored by mentoring group leaders per guidelines given to mentoring group leaders.

All FB students and volunteers attend a two-semester-hour Spiritual Formation class each semester that meets 80 minutes per week.

Sunday morning: Faith Builders Campus Fellowship service begins at 9:30 AM.

Leaving campus

Signing out

For safety and contact purposes, students and volunteers always sign out when leaving campus for any reason. Sign out on the bulletin board in the cafeteria for weekend leaves and in the dorms for other leaves. When taking short walks or going only a short distance away, always tell someone where you are going.

Weekend leaves

Weekends on which workshops are held are closed weekends for students unless otherwise announced.

Reporting

When going away overnight, leaving for the weekend, or attending Sunday services off-campus, report to Dean of Men or Dean of Women.

The following and similar activities are prohibited—roller skating at a town rink, attendance of tanning booths, public or mixed swimming.
Between terms

All students & volunteers go home or to a friend’s home during term and holiday breaks unless they need to stay for work purposes. We expect students and volunteers to leave and return within one day of the end and beginning of classes. Any people who need to be at FB for work during these times should talk with the Dean of Men or Dean of Women.

Student Council

Student Council represents students to the administration, plans recreational activities, plans student-led spiritual events, and plans outings like the canoe trips.

Publicity

Photographs or video footage taken by staff or students and copied to FB computers become the property of Faith Builders, under management of the yearbook staff. Faith Builders may use photographs or similar documentation of students or staff for print- or web-based publicity with or without name identification. Students may request in writing that their photo likeness not be used in publications by Faith Builders.
Faith Builders Christian School (FBCS) began as an extension of Faith Builders Educational Programs (FBEP). Shortly after the 1992 purchase of the old Randolph-East Mead High School in Guys Mills, Pennsylvania, the decision was made to open a parochial school in the fall of 1993. The school was to provide a Christian education for community children and student-teaching opportunities for teacher apprentices.

The first school year opened with thirty-eight students from grades one through twelve. By 2009, the enrollment had grown to 98 students from 43 families, and 43 students had graduated.

Former FBCS principals include Melvin Lehman, Tim Kennedy, and Brandon Mullet. Gerald Miller is the current principal.

Purpose and Function

Today, FBCS has become an integral part of Faith Builders Educational Programs. FBCS provides teacher apprentices with a convenient and practical place to be involved in the teaching process, logging actual time in the classroom. Teacher apprentices spend significant time observing and apprenticing with experienced teachers. Not only does FBCS provide a school for intensive teacher apprenticing and training for teachers, it also provides a forum through which FBEP can integrate its philosophy of curriculum and methodology.
Current Program

FBCS strives for excellence in all areas of its educational programs and activities. Careful selection of textbooks, annual achievement testing, weekly staff meetings, and regular devotional times for staff are important to the program. The school year begins with “Back to School Night,” involving parents and students. A Christmas and a spring program are presented each year to the community as well. Two World Awareness Days are important activities of each year, with a portion of those days spent doing volunteer work for the community. The end of the year is capped off with a fun day of field events, which includes a traditional tug-of-war between students and parents. High School commencement exercises are held at the end of each year as well.

The final event of the school year is the annual benefit auction sponsored by the parents in June. The proceeds benefit FBCS.

We believe that God instituted the home and the church. The Christian school does not supplant these institutions, but shares in the spiritual, moral, intellectual, emotional and aesthetic development of children. The Christian school exercises its primary role in intellectual development with Christian purpose. In emotional and aesthetic development it is responsible to the home. In spiritual, moral, and social development its role is secondary to the role of the church. We consider it a privilege to be in the Christian school movement. We believe the Christian school should offer certain invaluable benefits such as Bible appreciation, academic excellence, training for Christian vocation, spiritual enrichment, and social opportunities.

FBCS partners with local Christian families and churches to provide a nurturing environment for students and to equip the rising generation for effective service in the home, church, and community.
Faith Builders Resource Group is dedicated to building the Kingdom of God by partnering with conservative Anabaptist communities to identify needs and to address them with services and materials that honor Christ and strengthen His church. The activities that occur at Faith Builders that are not directly connected to the training of students (whether FBTI or FBCS) are functions of the Resource Group. The Resource Group has four divisions: Mennonite School Services (MSS), Mennonite Community Services (MCS), FB Publishing, and Christian Learning Resource (CLR).

**Mennonite School Services (MSS)**

Mennonite School Services partners with conservative Anabaptist educators to organize services that contribute to the effectiveness of our schools. Services offered include the following:

1. **Teachers Week**: Held each August, Teachers Week provides an opportunity for new and experienced teachers to participate in workshops and work sessions designed to increase their effectiveness in the classroom.

2. **Fall Teachers’ Event**: In October, Mennonite School Services hosts either a workshop or a retreat for K-12 educators. The purpose of these weekend events is to encourage and nurture faithfulness and excellence in conservative Mennonite schools.

3. **Administrators Conference & Retreat**: The effectiveness of our schools depends significantly on the effectiveness of the school administrator. This retreat is designed to help administrators build vision for their schools and to help them become effective leaders.

4. **School Consulting & Evaluation Services**: These services allow schools to receive outside input from experienced educators in their region.
Mennonite Community Services (MCS)

Mennonite Community Services exists to develop and provide seminars, recordings, workshops, and other training opportunities for conservative Mennonite churches. Current opportunities are listed below.

1. March Workshop
   Workshops on a variety of issues significant to the church are held annually during the fourth weekend of March. These workshops are intended to provide a forum for the articulation of the conservative Anabaptist worldview and its application to the variety of challenges faced by the church today. Previous workshops include “Toward a Christian Worldview,” “True Spirituality,” and “Anabaptism: How We Got Here and Where Are We Headed.”

2. College Student Retreat
   During the Fourth of July weekend, Faith Builders sponsors a retreat for Mennonites who are attending Colleges or Universities. This retreat is held at The Castle, an old stone mansion built at the turn of the century by a wealthy oilman and US Senator, in Franklin, PA. Set in the mountains overlooking the Allegheny River, the Castle is an unforgettable setting for reflection and renewal. The weekend retreat aims to encourage college students by offering workshops on current challenges to the Christian worldview, opportunities for small group discussion and prayer, and informal interaction with others who are walking a similar path.

3. Colloquy
   Each year, FBEP holds a colloquy on an issue of concern to the conservative Anabaptist community. Several men are asked to prepare position papers which are presented and reviewed at the colloquy. In the past some of the issues addressed included:
   - 2000 Toward a Christian-Anabaptist Philosophy of Education
   - 2001 Toward a Christian-Anabaptist View of Biblical Interpretation
   - 2002 Toward a Christian-Anabaptist View of Counseling
   - 2004 Toward a Christian-Anabaptist Understanding of Salvation
   - 2005 Toward a Christian-Anabaptist View of Money
   - 2006 The Kingdom of God
   - 2007 Nonresistance
   - 2008 Christians Relating to Technology
   - 2010 Conservative Anabaptism and the Arts

FB Publishing

FB Publishing serves the Christian community by producing quality books, curriculum, choral recordings, and audio-visual resources.

1. Illustrated biographies and historical books for children.
2. Inspirational and historical books for adults
3. Seminars on DVD
4. Audio lecture series on school related themes
5. Choral recordings
6. School curriculum
**Christian Learning Resource (CLR)**

Christian Learning Resource serves the Christian community by marketing quality educational and inspirational resources

1. FB Campus Bookstore
2. Retail web and catalog presence
3. Wholesale distribution of FB Resource Group products

Contact Christian Learning Resource by phone at 877-222-4769 (toll-free) or e-mail at clr@fbep.org. You may also visit us on the web at www.christianlearning.org.
Crista Bontrager

FBCS Teacher – Grades 3-4

Birthdate: July 22, 1977

Favorite verses:

- Isaiah 40:31 “But they that wait upon the LORD shall renew their strength; they shall mount up with wings as eagles; they shall run, and not be weary; and they shall walk, and not faint.”

- Psalm 46:10 “Be still and know that I am God; I will be exalted among the nations, I will be exalted in the earth!”

Crista Bontrager was born in Middlebury, Indiana, where she attended Woodlawn Christian School. After studying for a summer term at Faith Builders, she graduated from Grace College with a Bachelor of Science degree in 2004. Crista taught grades 3-4 at Bethel Christian School (Gladys, Virginia) and in grades K-12 at Woodlawn Christian School. She also served as a tutor, as a mental health worker at Oaklawn Psychiatric Center, and in a variety of part-time retail, secretarial and services jobs. Crista has enjoyed participating in children’s ministries, prison ministries, and curriculum as her schedule allowed. Her hobbies include reading, music, travel, outdoor recreation, and time spent with family and friends.

Crista desires to grow in the knowledge of God and to glorify Him, to be active in building God’s Kingdom, to share God’s love with children, and to teach so children experience the joy of learning.
**Irene Bontrager**

Ladies Counselor, Librarian, Mentor

Birthdate: October 17, 1958

Life verses: *Psalm 91:1-2* “He who dwells in the shelter of the Most High will abide in the shadow of the Almighty. I will say to the LORD, ‘My refuge and my fortress, my God, in whom I trust.’”

Irene Bontrager was born and raised near LaGrange, Indiana, where she attended school through grade 8. She gained extensive experience as a supervisor in a factory for nearly 17 years and as a sales clerk and bookkeeper in a retail store for six years. She served as a ladies’ counselor at Deeper Life Ministries for five years. She attended Maranatha Bible School in 1999 and SMBI in 2002. She graduated from Faith Builders’ Ministry Apprenticing Program in 2005.

Irene enjoys reading, traveling, walking, gardening, and spending time with her friends. She desires to experience a vibrant relationship with Jesus, enabling others to see His goodness and glory, and to participate in building strong families and churches by teaching others about Jesus’ love.
**Steven and Cynthia Brubaker**

FB Administrator,  
FBTI Instructor, Mentors  

Birthdates: November 5, 1965 and November 15, 1961  

Life verse: *Philippians 3:10-11* “I want to know Christ and the power of his resurrection and the fellowship of sharing in his sufferings, becoming like him in his death, and so, somehow, to attain to the resurrection from the dead.”

Steven Brubaker was born in Harrisonburg, VA, and grew up on a farm near Barnwell, SC. After his school years at Berea Christian, Denmark-Olar Public, and Barnwell Mennonite, he spent 2 years of voluntary service at Choice Books of Northern Virginia. He earned an A.S. in Electronics Engineering from Midlands Technical School (1991-1993), and a B.S. in Bible from Columbia International University (1986-1993). He also attended Sharon Mennonite Bible Institute (1984). For 10 years he was teacher and principal at Barnwell Mennonite. During this time he also started Computer Solutions, a computer retail and service company in Barnwell. Steven taught at FBEP for 2 summers (1997, 1998) before moving to Faith Builders in 1999.

Cynthia (Brenneman) Brubaker was born and raised in Lancaster, PA. After her school years at Little Britain Mennonite School and Faith Mennonite High School, she attended Sharon Mennonite Bible Institute (1980, 1986-1987), and taught for 8 years in various Christian schools.

Steven and Cynthia were married on June 27, 1987. They have 5 children: Kyle, Desirée, Antoine, Travis, and Courtney. The Brubaker family enjoys reading, traveling, and spending evenings with family and friends. They want to participate in the coming of the Kingdom in and through their family, enabling each one to become a whole person who is equipped to serve the Church.
John and Barbara Coblentz
Campus Pastor, FBTI Instructor, FBCS Teacher, Mentors
Birthdates: October 3, 1952, and July 3, 1950
Favorite verses:
  • Psalm 73:24 “Thou shalt guide me with thy counsel, and afterward receive me to glory.”
  • Proverbs 14:26 “In the fear of the LORD is strong confidence: and his children shall have a place of refuge.”

John Coblentz was born in Canton, Ohio, and grew up in Hartville. He graduated from Hartville Christian and later attended Rainy River Community College in International Falls, Minnesota. After working for Christian Light Publications as a writer and editor for 16 years, he served as a marriage counselor at Deeper Life Ministries for 12 years.

Born in Washington, Iowa, Barbara (Yutzy) Coblentz grew up in Kalona. At age eight her family moved to International Falls, Minnesota, where she attended Logan Elementary and Indus High. She enjoys her life as a housewife and mother.

John and Barb have seven children—John, Jr, married to Rose Mullet; Sharilyn, married to Ryan Zook; Marjean; Benjamin; Joshua; Andrew; and Theodore. Their family enjoys camping, traveling, and reading. Together they desire to glorify God, dedicating their resources to His kingdom, experiencing His redeeming grace, and guiding their family and as many others as possible into loving relationship with God.
**Sheldon and Joann Kauffman**

Administrator of Operations, FBTI Instructor, Mentor

Birthdates: July 29, 1974, and December 9, 1971

Favorite verses: *2 Timothy 1:7-10, Romans 1*

Sheldon Kauffman was born in Sarasota, Florida, but grew up in Lancaster County, Pennsylvania. He attended Weavertown Mennonite Elementary, Faith Mennonite High, and Lock Haven University of Pennsylvania. He has worked on the family farm (Kauffman’s Fruit Farm), and also served at Bald Eagle Boys Camp.

Joann (Bontrager) Kauffman was born and raised in Millersburg in Holmes County, Ohio. She attended West Homes Public School and later worked as a secretary for Holmes Lumber Company and Bald Eagle Boys Camp. She also served as a cook at Fair Play Wilderness School.

Sheldon and Joann have four children—Annie, Sara, Christian, and Katy. Their family enjoys camping and picnicking in the great outdoors. They want to be involved in ministering to people’s spiritual needs while fostering a family life that is a witness of the love of Christ, both in the world and the church.
Beatrice King

Kitchen Supervisor

Birthdate: August 25, 1967

Favorite verse: Psalm 28:7 “The LORD is my strength and my shield; my heart trusted in him, and I am helped: therefore my heart greatly rejoiceth; and with my song will I praise him.”

Beatrice King was born in Huntingdon, Pennsylvania. Along with her twin brother and six other siblings, she grew up on a dairy farm in Belleville. She attended grades K-5 at Belleville Mennonite and grades 6-12 at Beth-El Christian Day School, obtaining her GED diploma. In 1987-89 she also attended Maranatha and Heritage Bible Schools. Beatrice milked cows on the family farm and helped with housework. She later cleaned for a medical center and doctor’s office. She was employed as a baker in the Belleville area for 6 years before moving to the Guys Mills area and working in the Faith Builders bakery. As of 2010, she has worked at FB for over 15 years.

Beatrice especially enjoys scrapbooking, bird-watching, reading, and spending time with friends. She also likes traveling and gardening. She desires to know and show the love of Jesus, and to be useful in God’s Kingdom.
John Mark Kuhns

FBCS Teacher – Grades 9-10

Birthdate: June 24, 1984

Favorite verse: Hebrews 11:1 “Now faith is the substance of things hoped for, the evidence of things not seen.”

John Mark Kuhns was born in Arthur, Illinois. At three years old he moved with his family to Faith Mission Home in Virginia before finally settling in his current hometown of Middlefield, Ohio. John Mark attended Faith Mission School and Zion Christian School, graduating in 2001. He received his bachelor’s degree in biomedical humanities from Hiram College in 2006. Throughout his youth he helped with the family business of farming and, later, the manufacture and sale of hay equipment. John Mark taught school for two years in Montrose, Colorado, where he developed his love of snowboarding. He enjoys grammar very much, and he has been known to diagram sentences as a pastime. He also enjoys volleyball, basketball, and reading. John Mark truly wants God to be glorified through his life.
Yvonne Lapp

FBCS Secretary

Birthdate: August 14, 1975

Favorite verse: Philippians 3:7-11 “But what things were gain to me, those I counted loss for Christ. Yea doubtless, and I count all things but loss for the excellency of the knowledge of Christ Jesus my Lord: for whom I have suffered the loss of all things, and do count them but dung, that I may win Christ, And be found in him, not having mine own righteousness, which is of the law, but that which is through the faith of Christ, the righteousness which is of God by faith: That I may know him, and the power of his resurrection, and the fellowship of his sufferings, being made conformable unto his death; If by any means I might attain unto the resurrection of the dead.”

Yvonne Lapp was born in Waynesboro, Virginia, and grew up in a quiet valley nestled in the Appalachian Mountains of West Virginia. She attended Amana Christian Day School in Gap Mills, West Virginia, and obtained her GED in 2003. She graduated from Faith Builders’ Ministry Apprenticing Program in 2009. Yvonne taught grades 1-4 for three years at Amana Christian Day School, her alma mater, and also taught grades 4-8 three years at Swanton Mennonite School in Maryland. She worked as a baker and cashier at Kitchen Creek Bakery (Gap Mills, West Virginia) and also at Miller’s Market (Romney, West Virginia). Yvonne has spent about a year in Central and South American countries, visiting and helping missionary families, learning Spanish, and serving at Good Shepherd Children’s Home in Honduras. She loves the Spanish culture and hopes to become more fluent in speaking Spanish. As a favorite pastime Yvonne enjoys drawing, especially portraits. She also loves to read and sew. In warm weather there is nothing she would rather be doing than digging in flowerbeds or gardening. Her desire is to know Jesus and learn to love like He does.
Melvin and Shelia Lehman

FBTI Instructor, Mentors

Birthdates: November 10, 1955 and January 17, 1956

Life verse: Joshua 24:15 “... As for me and my house, we will serve the Lord!”

Melvin Lehman was born and raised on a farm near Chambersburg, Pennsylvania. After his schooling at Portice Elementary, J. Frank Faust Junior High, and Chambersburg Area Senior High, he worked for 5 years as a mechanic of agricultural equipment. He then began teaching at Anchor Christian School near Chambersburg. He came to FBEP (1993-1994) as the first principal of FBCS to launch the first year of school, going back to Anchor Christian for one year before returning to FBEP to serve in his present capacity as director. Melvin has been a teacher for 29 years.

Shelia (Martin) Lehman was born and raised in Shippensburg, Pennsylvania. After her schooling at Nancy Grayson Elementary, Orrstown Elementary, Shippensburg Area Junior High, and Shippensburg Area Senior High, she worked as a bookkeeper at First National Bank in Shippensburg for several years.

Melvin and Shelia were married in 1975. They have seven children: Jolynn, married to Andrew Schmucker; Ryan, married to Linda Yoder; Shannon, married to JoElla Beiler; Shaunda, married to Amos Stoltzfus; and Kyle, Erikson, and Jordan, living at home. As a family they enjoy gardening, farming, reading, spotting deer, canoeing, picnicking, hunting, and playing games. They also enjoy rollerblading, ice skating, volleyball, and basketball. As a family they want to know their Creator and how to cooperate with Him in the work He is doing on the face of the earth. Melvin wants to see his wife and each of his children reach their full potential in Jesus Christ. He wants to participate in vision development, establishment of, and maintenance of at least seven missions on earth where there is no testimony for God today.
Matthew and Larisa Mast

Administrative Assistant, CLR Manager, Mentor

Birthdates: December 9, 1978, and November 2, 1976

Favorite verse: Zephaniah 3:17 “The LORD your God is with you, he is mighty to save. He will take great delight in you, he will quiet you with his love, he will rejoice over you with singing.”

Matthew Mast was born in Mountain View, Arkansas, and grew up in that area. He attended Happy Hollow Christian and Shady Lawn Christian, where he completed his secondary education. Later he returned to Shady Lawn Christian School as a teacher for three years. Matthew entered the Teacher Apprenticing Program at Faith Builders in 2001. After his graduation in 2003, he spent a year in Poland teaching English.

Larisa (Zehr) Mast was born in Haiti where her parents were in service. She grew up in south-central Virginia, attending a Christian day school and home-school. When her family moved to the Guys Mills area, she took classes at Faith Builders and taught part-time at Faith Builders Christian School.

Matthew and Larisa were married in 2005. After living in Arkansas for a year and a half, where Matthew did construction work, they moved to Guys Mills and Matthew began working as administrative assistant at Faith Builders. Karlin joined their family in May 2009.

Matthew and Larisa enjoy taking walks together, reading, singing, and entertaining guests. They want their lives to be a channel of God’s gifts to those around them.
Vivian Mast

Dean of Women, Front Office Coordinator

Birthdate – November 13, 1968

Favorite verse: Isaiah 41:10 “Fear thou not; for I am with thee: be not dismayed for I am thy God: I will strengthen thee; yea, I will help thee; yea, I will uphold thee with the right hand of my righteousness.”

Vivian Mast was raised in Hayward, Wisconsin. She attended Northwoods Mennonite School for grades 1-10, and Marantha Bible School (1988-1989). Vivian spent nine years working in a bookkeeping and tax office and six years teaching at her church school at Northwoods. In addition she participated in Los Angeles street ministry and taught summer Bible school in various places. Vivian graduated from the Ministry Apprenticing Program in 2003. She continued as secretary for Faith Builders Christian School until July of 2009, when she began her current role as Dean of Women.

Vivian enjoys reading, cooking, organizing and spending time with people. She desires to walk with God in an ever-growing relationship with Him, while bringing hope to the lives of others.
**Gerald and Cathy Miller**

FBCS Principal, Teacher – Grades 7-8, FBTI Instructor

Birthdates: November 29, 1974 and February 28, 1976

Life Verse: *Philippians 1:6*

“How confident of this very thing, that he which hath begun a good work in you will perform it until the day of Jesus Christ.”

Gerald Miller was born in Partridge, Kansas. After his schooling at Elreka Grade School and Pilgrim Christian High, he worked on a farm that sold certified seed until 1995. During this time, he attended several terms at Calvary Bible School. Gerald taught junior-high at Barnwell Christian School a year before moving to Indiana where he taught at United Christian School. He then helped start a new school, Bourbon Christian, where he was the principal and high-school teacher until his move to Guys Mills. Gerald studied a year at Faith Builders before taking the current position.

Cathy (Burkholder) Miller was born in Nappanee, Indiana. She attended and graduated from United Christian School. Cathy attended Calvary Bible School in 1994, 1995, and 1996. She has worked as a secretary as well as in retail.

Gerald and Cathy were married in 1996. They have five children—Brendan, Kara, Tyler, André, and Alex. As a family, they enjoy playing table games, biking, taking walks, reading, and traveling. They desire to see the kingdom of God advanced, and want to fully participate in His work as a family.
Brandon and Marie Mullet

Personnel Administrator, 
FBTI Instructor, FBCS Teacher – 
Grades 9-12, Domestics Supervisor, Mentors 

Birthdates: July 13, 1964 and September 6, 1962 

Life verse: *Philippians 1:6* “Being confident of this, that he who began a good work in you will carry it on to completion until the day of Christ Jesus.”

Brandon Mullet was born in Goshen, Indiana, the oldest in a family of nine. After high school he worked in a recreational vehicle factory for two years. He earned a B.S. from Grace College in Choral Music Education (1989) while teaching part-time at United Christian. Brandon taught at FBEP during several summer terms (1989-1991, 1994), and was the principal and high-school teacher at United Christian School for five years (1991-1995). He worked as a self-employed painting contractor for two years before coming to FBEP in August 1997 as the principal of Faith Builders Christian School. In May 2003 he resigned as principal to teach full time.

Marie (Hochstetler) Mullet was born in Bremen, Indiana, and grew up on a farm. She attended United Christian School and completed her schooling via correspondence. Marie attended Maranatha Bible School (1981) and spent a year in voluntary service at Northern Youth Programs (1982). She has worked in retail food stores, her mother’s bakery, and as a bookkeeper. Marie also serves as domestics supervisor and mentor.

Brandon and Marie were married in 1986. They have four boys—Patrick, Kipp, Stuart, and Christopher. As a family they enjoy reading, traveling, sports, music, and playing table games. They want to share the truth and love of Jesus Christ through service, music, and friendships.
**Stephen Russell**

FBTI Instructor, Mentor

Birthdate: November 11, 1953

Life verse: *I John 3:2,3* “Dear friends, now we are children of God, and what we will be has not yet been made known. But we know that when he appears, we shall be like him, for we shall see him as he is. Everyone who has this hope in him purifies himself, just as he is pure.”

Stephen Russell was born in Bethesda, Maryland. After his school years at Little Flower Elementary and Northern High School, he attended Rosedale Bible School two summers (1974, 1975) and studied at George Mason University (1986-1988) and Wheaton Graduate School, earning an M.A. in Church History and Theology (1989). His voluntary service experiences include two summers in Germany (1978, 1982), Choice Books (1981), and a halfway house (1980). He taught in Christian schools for five years and worked at Choice Books for seventeen years, managing the store for eight of those years.

Stephen wants to be a person who makes unbelievers want to know Jesus, and who is useful to his church.
Craig and Brenda Wenger

IT Systems Manager

Birthdates:  September 14, 1978, and December 8, 1964

Favorite verses:

- **2 Timothy 4:7-8** “I have fought a good fight, I have finished my course, I have kept the faith: henceforth there is laid up for me a crown of righteousness, which the Lord, the righteous judge, shall give me at that day: and not to me only, but unto all them also that love his appearing.”

- **Revelation 3:4-5** “…they shall walk with me in white: for they are worthy.”

Craig Wenger was born and raised in Rockingham County, Virginia, just west of Harrisonburg. He graduated from Turner Ashby High in 1997, attended Massanutten Technical Center where he received a Computer Technology Certificate in 1998. In 2002 he earned an associate’s degree in Information Systems Technology – Computer Network Support from Blue Ridge Community College. He worked six years for Campbell Copy Center as a graphic designer and at Christian Light Publications for four years in computer tech support. He also taught high school one year at Berea Christian.

Born near Wolford, North Dakota, Brenda (Slaubaugh) Wenger was raised on the prairies of the Midwest. She graduated from Salem Mennonite and later attended several Bible schools, including Maranatha and Messiah. She enjoyed a varied vocational experience, milking cows while at home, teaching school, caring for the elderly, and working for a marketing company.

Craig and Brenda met while both were working at Christian Light Publications, and they married in 2005. Together they enjoy music, reading, and hiking. They want to know Christ intimately and grow more like Him in their own hearts, while sharing Him boldly with those around them. They desire an active involvement in the work of His Kingdom.
Dennis Yoder

Business Office Manager

Birthdate: December 26, 1986

Favorite verses:

- *Luke 6:38* “Give, and it shall be given unto you; good measure, pressed down, and shaken together, and running over, small men give into your bosom. For with the same measure ye mete withal it shall be measured to you again.”

- *Matthew 6:10* is also a heartfelt prayer for me – “Thy kingdom come. Thy will be done in earth, as it is in heaven.”

Born in Chestertown, Maryland, Dennis Yoder grew up on a dairy farm as the youngest of four children. He completed twelve grades of homeschool studies, graduating and earning his GED in 2003. Also in 2003 he launched Yoder Financial Services, a tax preparation service that he continues to offer, and he took a tax preparation course from H&R Block in 2004. Dennis has served in several part-time roles—washing dishes and delivering baked goods, data entry and bookkeeping for a furniture company, managing the office of a farmers’ market, and bookkeeping for a trucking company. Dennis graduated from FB’s Ministry Apprenticing Program in 2009.

Dennis has always been a lover of science in almost any field, from physics to botany, from astronomy to entomology. He enjoyed visiting South Africa for three weeks in 2006. His hobbies include reading, photography, astronomy, travel, and camping.

Dennis’s desire is to know Jesus deeply and follow Him in such a way that makes Jesus attractive both to those who do not know Him and to those who are already following Him. His goal is to help bring the reality of the Kingdom to the business world in which he interacts.
Sharon Yoder

FBCS Teacher – Grades 5-6, FBTI Instructor, Mentor

Birthdate: May 17, 1956

Life verse: Philippians 2:13 “For it is God which worketh in you both to will and to do of his good pleasure.”

Sharon Yoder was born and raised near Nappanee, Indiana. After attending local elementary schools, she completed high school via correspondence. She attended Calvary Bible School (1975-1978) and continued her education at Grace College (B.S. 1992) and Indiana University of South Bend (M.A. 2001).

Sharon spent a year in voluntary service at Faith Mission Home (1979-1980) and taught at United Christian School in Nappanee before coming to Faith Builders in 1999. Some of her other job opportunities have included being a waitress, librarian, tour guide, and factory worker.

When she is not teaching, Sharon enjoys reading, cooking, walking and taking care of her home. Her goal is to exemplify Jesus in all of life, encourage other believers, and lead to maturity those for whom she is responsible by teaching and nurturing them through God’s wisdom.
Anna Zehr

FBCS Teacher – Grades 1-2

Birthdate: August 30, 1978

Favorite verses: Ephesians 5:1-2 “Be imitators of God, therefore, as dearly loved children and live a life of love, just as Christ loved us and gave himself up for us as a fragrant offering and sacrifice to God.”

Anna Zehr was born in Waterloo, Ontario, and grew up on a dairy farm near Millbank. She attended Cedar Grove Christian, Morningstar Christian, and Fairhaven Christian, obtaining her GED diploma in 2002. Following four summer terms at Faith Builders, she earned a bachelor’s degree in elementary education from Grace College and Theological Seminary in 2006. Besides her varied vocational background (including work as a waitress and receptionist), she has seven years’ teaching experience in elementary education. She has also participated in children’s ministries in Indiana, Camp Andrews, Belize and El Salvador, at one point becoming fluent in Spanish at a four-year-old level.

Anna enjoys roller-blading, ice skating, reading, learning, and stimulating conversations. She desires to pursue a relationship with a loving God and to grow in knowledge and understanding of His work on earth, while living a life of love that blesses children and others around her.
**Ryan and Shari Zook**

[Image of Ryan and Shari Zook with their children]

Administrative Assistant, IT Supervisor

Birthdates: December 7, 1979, and November 17, 1982

Life verse: *John 17:3* “Now this *is eternal life: that they may know you, the only true God, and Jesus Christ, whom you have sent.*”

Ryan Zook was born in McMinnville, Oregon. His family spent several years in mission work in Ear Falls and Red Lake, Ontario, Canada. He graduated from Mill Creek Christian in 1998. He graduated from Maranatha Bible School in 1999 and from Faith Builders’ TAP in 2000. Ryan taught two years at Northwoods Mennonite School in Hayward, Wisconsin, and served a year in voluntary service at Faith Builders in renovation.

Leaving her birthplace of International Falls, Minnesota, at age 11, Shari (Coblentz) Zook moved with her family to Plain City, Ohio, where her father, John, served in Deeper Life Ministries. She attended Northwood Christian School until sixth grade and then homeschooled through grade 12, graduating in 1999. She graduated from Maranatha Bible School in 2003.

Ryan and Shari married in 2003. They have two sons, Aarick and Regan. Ryan and Shari were called to church leadership in 2006, serving as assistant pastor at Meadville Mennonite Chapel. Their family enjoys reading good books, working on computers, assembling puzzles, and visiting with friends. They desire to serve the local church and broader Christian community through writing, relationships, pastoring, effective technology solutions, and outreach ministry as a family.
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**DIRECTIONS TO THE FB FACILITY**

**FROM MEADVILLE, I-79:** At the Meadville exit (147A), take 322 east. Exit off the four-lane bypass at Park Avenue. Stay on Park Avenue until you come to North Street (Burger King on the right). Turn right (east) at Burger King. North Street is Route 27. Follow Route 27 East for 7 miles from the Burger King until you come to Hunter’s Inn. Instead of following 27 east as it bears sharply to the right at Hunter’s Inn, go straight ahead, to the left of the Hunter’s Inn sign. Follow this road for 3 miles to the four-way stop sign in Guys Mills. Turn left, go about 1/4 mile, and turn right just beyond the Guys Mills Evangelical Free Church. The FB facility is immediately ahead on the right. The offices are on the second floor of the middle section, facing the road.

**FROM THE NORTHWEST, I-79:** At the Saegertown exit (154), take 198 East to Guys Mills. You will pass through Saegertown and Blooming Valley before you arrive at Guys Mills. Turn left at the first road in Guys Mills. The FB facility is immediately ahead on the right.

**FROM THE SOUTHWEST, I-79,** get off at the Geneva /Cochranton exit (141) and take 285 east to 173. Turn left and continue on 173 until you come to 27. Turn right (east) and go several miles until you come to 198 west. Follow 198 west until you come to the village of Guys Mills. As you enter the village of Guys Mills, you will see a sign on the right that reads, “Faith Builders Educational Programs.” This lane enters at the rear of the FB facility. To proceed to the main office, pass this lane, and proceed to the four-way stop sign. Turn right, go about 1/4 mile, and turn right just beyond the Guys Mills Evangelical Free Church. The FB facility is immediately ahead on the right. The offices are on the second floor of the middle section, facing the road.

**FROM THE SOUTHEAST, I-80,** get off at the Shippenville exit (60) and take 66 North, then 322 West. At Cochranton, turn north off of 322 onto 173. Continue on 173 until you come to 27. Follow directions as given above.
**Summer Short Term 2010**

- Orientation & Registration: 7:00 PM, Monday, June 28, 2010
- Classes Begin: Tuesday, June 29, 2010
- Last Day to Drop/Add Classes (no penalty): Thursday, July 1, 2010
- College Student Retreat: Friday-Sunday, July 2-4, 2010
- Last Day to Drop Classes: Friday, July 16, 2010
- Staff-Student Outing: Friday, July 16, 2010
- Choir Tour: Saturday-Sunday, July 24-25, 2010
- Final Exams: Thursday-Friday, July 29-30, 2010
- Grades Due to Office: Friday, August 13, 2010
- FB Renovation Committee Meeting: Thursday, August 12, 2010
- FB Board Meeting: Friday-Saturday, August 13-14, 2010
- Last Day to Drop/Add Classes (no penalty): Thursday, July 1, 2010
- Last Day to Drop Classes: Tuesday, September 28, 2010
- Canoe Trip: Friday-Saturday, September 24-25, 2010
- FB Pastoral Council Meeting: Thursday, August 12, 2010
- FB Strategic Planning Sessions: Tuesday-Wednesday, August 10-11, 2010
- Labor Day - No classes: Monday, September 6, 2010
- Grades Due to Office: Friday, August 13, 2010
- FB Administrative Retreat: Friday, February 11, 2011
- FB Strategic Planning Sessions: Tuesday-Thursday, February 8-10, 2011
- Grading Day: Monday, February 7, 2011
- Last Day of Classes: Friday, February 4, 2011
- Last Day to Drop/Add Classes (no penalty): Thursday, July 1, 2010
- First Day of Classes: Tuesday, January 4, 2011
- Fall Term Orientation: 4:30 PM, Tuesday, September 21, 2010
- Mentoring: Monday-Tuesday, September 20-21, 2010
- Last Day of Apprenticing Term: Friday, September 17, 2010

**Fall Semester 2010**

- Apprenticing Term Begins: Monday, August 23, 2010
- Term Orientation: 7:45 AM, Monday, August 23, 2010
- Fall Semester Registration (Appren. & Fall Terms): Monday, August 23, 2010
- Introduction to Spiritual Formation: Monday-Thursday, August 23-26, 2010
- Labor Day - No classes: Monday, September 6, 2010
- Last Day of Apprenticing Term: Friday, September 17, 2010
- Mentoring: Monday-Tuesday, September 20-21, 2010
- Fall Term Orientation: 4:30 PM, Tuesday, September 21, 2010
- Fall Term Classes Begin: Wednesday, September 22, 2010
- Canoe Trip: Friday-Saturday, September 24-25, 2010
- Last Day to Drop/Add Classes (no penalty): Tuesday, September 28, 2010
- ACSI Convention: Thursday, October 7, 2010
- Teachers Conference: Friday-Sunday, October 8-10, 2010
- Prayer Day: Wednesday, October 27, 2010
- Early registration for Spring Semester classes: Friday, November 5, 2010
- Heart & Voice Weekend: Friday-Sunday, November 12-14, 2010
- Last Day to Drop Classes: Wednesday, November 24, 2010
- Thanksgiving Break: Wednesday-Tuesday, November 24-30, 2010
- FBCS Christmas Program: 7:30 PM, Friday, December 10, 2010
- FB Chorale Christmas Program: 4:00 PM, Sunday, December 12, 2010
- Last day of classes: Monday, December 13, 2010
- Final Exams: Tuesday-Wednesday, December 14-15, 2010
- Grading Day: Thursday, December 16, 2010
- Mentoring: Thursday-Friday, December 16-17, 2010
- Christmas Banquet: 4:30 PM, Friday, December 17, 2010
- Grades Due to Office: Friday, December 31, 2010

**Winter Short Term 2011**

- Orientation & Registration: 7:00 PM, Monday, January 3, 2011
- First Day of Classes: Tuesday, January 4, 2011
- Last Day to Drop/Add Classes (no penalty): Thursday, January 6, 2011
- Last Day to Drop Classes: Thursday, January 20, 2011
- Staff-Student Social: Saturday, January 29, 2011
- Colloquy: Friday, January 21, 2011
- Final Day of Classes: Friday, February 4, 2011
- Grading Day: Monday, February 7, 2011
- FB Strategic Planning Sessions: Tuesday-Thursday, February 8-10, 2011
- FB Admin Retreat: Friday, February 11, 2011
## Spring Semester 2011

- **Registration**: Monday, February 14, 2011
- **Mentoring**: Tuesday - Thursday, February 15-17, 2011
- **Spring Semester Orientation**: 4:30 PM, Thursday, February 17, 2011
- **Classes Begin**: Friday, February 18, 2011
- **Last Day to Drop/Add Classes (no penalty)**: Thursday, February 24, 2011
- **FB Board Meeting**: Friday-Saturday, February 25-26, 2011
- **Shady Maple Banquet (tentative)**: Thursday, March 10, 2011
- **Weekend Workshop**: Saturday-Sunday, March 26-27, 2011
- **Prayer Day**: Wednesday, March 30, 2011
- **Cabin Retreat**: Friday-Sunday, April 8-10, 2011
- **Easter-Spring Break**: Thursday-Tuesday, April 21-26, 2011
- **FB Spring Program**: 7:30 PM, Friday, April 29, 2011
- **Spring Cleaning**: 7-10 PM, Friday, May 6, 2011
- **Last Day of Classes**: Wednesday, May 11, 2011
- **Final Exams**: Friday & Monday, May 13 & 16, 2011
- **FBCS Commencement Exercises**: 7:00 PM, Friday, May 13, 2011
- **Mentoring**: Tuesday-Wednesday, May 17-18, 2011
- **Grading Day**: Thursday, May 19, 2011
- **FBCS Commencement Exercises**: 7:00 PM, Friday, May 20, 2011
- **Grades Due to Office**: Friday, June 3, 2011
- **Choir Tour**: Saturday, May 21 – Sunday, May 29, 2011

## Summer Short Term 2011

- **Staff Retreat**: Monday-Wednesday, June 20-22, 2011
- **Orientation & Registration**: 7:00 PM, Monday, June 27, 2011
- **Classes Begin**: Tuesday, June 28, 2011
- **Last Day to Drop/Add Classes (no penalty)**: Thursday, June 30, 2011
- **College Student Retreat**: Friday-Sunday, July 1-3, 2011
- **Last Day to Drop Classes**: Thursday, July 14, 2011
- **Outing**: Friday, July 15, 2011
- **Final Exams**: Monday-Wednesday, July 26-28, 2011
- **Grades Due to Office**: Thursday, August 1, 2011
- **Teachers Week**: Tuesday-Friday, August 2-5, 2011
- **FB Strategic Planning Sessions**: Tuesday-Thursday, August 9-11, 2011
- **Orientation & Registration**: 7:00 PM, Monday, June 27, 2011
- **Registration**: Monday, February 14, 2011
- **Last Day to Drop/Add Classes (no penalty)**: Thursday, February 24, 2011
- **Mentoring**: Tuesday - Thursday, February 15-17, 2011
- **Spring Semester Orientation**: 4:30 PM, Thursday, February 17, 2011
- **Classes Begin**: Friday, February 18, 2011
- **Last Day to Drop/Add Classes (no penalty)**: Thursday, February 24, 2011
- **FB Board Meeting**: Friday-Saturday, February 25-26, 2011
- **Shady Maple Banquet (tentative)**: Thursday, March 10, 2011
- **Weekend Workshop**: Saturday-Sunday, March 26-27, 2011
- **Prayer Day**: Wednesday, March 30, 2011
- **Cabin Retreat**: Friday-Sunday, April 8-10, 2011
- **Easter-Spring Break**: Thursday-Tuesday, April 21-26, 2011
- **FB Spring Program**: 7:30 PM, Friday, April 29, 2011
- **Spring Cleaning**: 7-10 PM, Friday, May 6, 2011
- **Last Day of Classes**: Wednesday, May 11, 2011
- **Final Exams**: Friday & Monday, May 13 & 16, 2011
- **FBCS Commencement Exercises**: 7:00 PM, Friday, May 13, 2011
- **Mentoring**: Tuesday-Wednesday, May 17-18, 2011
- **Grading Day**: Thursday, May 19, 2011
- **FBCS Commencement Exercises**: 7:00 PM, Friday, May 20, 2011
- **Grades Due to Office**: Friday, June 3, 2011
- **Choir Tour**: Saturday, May 21 – Sunday, May 29, 2011

## Fall Semester 2011

- **Apprenticing Intensives Begin**: Monday, August 22, 2011
- **Term Orientation**: 7:45-8:15 AM, Monday, August 22, 2011
- **Fall Semester Registration**: Monday, August 22, 2011
- **Introduction to Spiritual Formation**: Monday-Thursday, August 22-25, 2011
- **Labor Day - No classes**: Monday, September 5, 2011
- **Last Day of Apprenticing Intensives**: Friday, September 16, 2011
- **Mentoring**: Monday-Tuesday, September 19-20, 2011
- **Final Term Orientation**: 4:30 PM, Tuesday, September 20, 2011
- **Fall Term Classes Begin**: Wednesday, September 21, 2011
- **Canoe Trip**: Friday-Saturday, September 23-24, 2011
- **Last Day to Drop/Add Classes (no penalty)**: Thursday, September 29, 2011
- **ACSI (no classes or chapel)**: Thursday, October 6, 2011
- **Weekend Workshop**: Friday-Sunday, October 14-16, 2011
- **Prayer Day (no classes)**: Wednesday, October 26, 2011
- **Last Day to Drop Classes**: Friday, November 4, 2011
- **Early registration for Spring Semester classes**: Friday, November 4, 2011
- **Men’s Music Weekend**: Friday-Sunday, November 11-13, 2011
- **Thanksgiving Break**: Wednesday-Tuesday, November 23-29, 2011
Winter Short Term 2012
Orientation & Registration ...................... 7:00 PM, Monday, January 2, 2012
First Day of Classes ............................. Thursday, January 5, 2012
Last Day to Drop/Add Classes (no penalty) ... Thursday, January 19, 2012
Staff-Student Social ............................. Saturday, January 28, 2012
Colloquy ......................................... Monday, February 6, 2012
Last Day of Classes ............................. Friday, February 3, 2012
Grading Day ..................................... Saturday, February 10, 2012
Grades Due to Office .......................... Friday, February 17, 2012

Spring Semester 2012
Mentoring ......................................... Tuesday - Thursday, February 14-16, 2012
Registration .................................... Thursday, February 16, 2012
Spring Term Orientation ....................... 4:30 PM, Thursday, February 16, 2012
Classes Begin .................................. Monday, February 20, 2012
Last Day to Drop/Add Classes (no penalty) ....... Friday, March 23, 2012
FB Board Meeting ............................... Saturday, February 25, 2012
Weekend Workshop ......................... Saturday-Sunday, March 24-25, 2012
Prayer Day ...................................... Wednesday, March 28, 2012
Cabin Retreat .................................. Friday-Sunday, April 7-9, 2012
Easter-Spring Break ............................. Thursday-Tuesday, April 5-10, 2012
Shady Maple Presentation .................... Thursday, April 20, 2012
Spring Cleaning Day .......................... 6-10 PM, Friday, May 4, 2012
Last Day of Classes ............................ Wednesday, May 9, 2012
FBCS Commencement Exercises ............. 7:00 PM, Friday, May 11, 2012
Final Exams ..................................... Friday & Monday May 11 & 14, 2012
Grading Day ...................................... Tuesday, May 15, 2012
FBTI Commencement Exercises ............ 7:00 PM, Friday, May 18, 2012
Choir Tour ...................................... Saturday, May 19-Sunday, May 20, 2012
FB Chorale Final Program ................. 7:00 PM, Sunday, May 27, 2012
Grading Day .................................... Monday, May 28, 2012
Grades Due to Office ........................ Friday, June 1, 2012
Mentoring ....................................... Tuesday-Wednesday, May 15-16, 2012
FB Board Meeting ............................. Tuesday, May 22, 2012
Grading Day ...................................... Thursday, May 24, 2012
FBTI Commencement Exercises ............ 7:00 PM, Friday, May 25, 2012

Summer Short Term 2012
Orientation & Registration ...................... 7:00 PM, Monday, June 25, 2012
Classes Begin .................................. Tuesday, June 26, 2012
Last Day to Drop/Add Classes (no penalty) ........ Thursday, June 28, 2012
College Student Retreat ...................... Friday-Sunday, July 6-8, 2012
Last Day to Drop Classes ..................... Friday, July 13, 2012
Staff-Student Outing .......................... Friday, July 13, 2012
Last Day of Classes .......................... Wednesday, July 25, 2012
Final Exams ..................................... Thursday-Friday, July 26-27, 2012
Teachers Week .................................. Tuesday-Friday, July 31-August 2, 2012
Grading Day ...................................... Friday, August 10, 2012
Grades Due to Office ........................ Friday, August 17, 2012