CHRIST SQUAD BIBLE INSTITUTE

12-WEEK CERTIFICATE

Program Handbook

Certificate in Pentecostal Ministry and Biblical Studies

Objectives, schedule, courses, tuition, grading policy, and certificate requirements

Scripture quotations are from the King James Version

Christ Squad Bible Institute Program Handbook

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Policies in this handbook may be updated by the Institute. The current version is always available on the Institute website.

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Welcome Address from the President

Grace and peace to you in the name of our Lord and Savior, Jesus Christ.

On behalf of the faculty and staff, I welcome you to Christ Squad Bible Institute. Whether you are a new believer hungry for the Word, a faithful church worker, or a minister answering a fresh call from God, I believe the Lord has guided your steps here for a purpose.

Our vision is simple and strong: to raise a squad of Spirit-filled men and women who know the Word, walk in the Spirit, and serve the church with power and integrity. Jesus did not call us to stand alone. He called us to stand together as one body, trained and ready for every good work. The Apostle Paul wrote, "And he gave some, apostles; and some, prophets; and some, evangelists; and some, pastors and teachers; for the perfecting of the saints, for the work of the ministry, for the edifying of the body of Christ" (Ephesians 4:11-12, KJV). That is our calling here: to equip the saints for the work of the ministry.

We are a Pentecostal Bible institute, and we are not ashamed of it. We believe the same Holy Spirit who filled the believers on the Day of Pentecost is still filling hungry hearts today. Jesus promised, "But ye shall receive power, after that the Holy Ghost is come upon you: and ye shall be witnesses unto me" (Acts 1:8, KJV). Learning is important, and we take it seriously. But knowledge alone is not enough. We want you to leave this program with a deeper love for God, a burning heart for souls, and a fresh fire of the Holy Spirit in your life and ministry.

Over the next twelve weeks, you will walk through the whole Bible, study sound doctrine, learn about the person and work of the Holy Spirit, and grow in prayer, evangelism, character, preaching, pastoral care, and leadership. Each course is written in plain language, rooted in Scripture, and filled with practical ministry application. Study with an open Bible and an open heart.

If God has been stirring you to go deeper, do not wait. Enroll today, and let us walk this journey together. I am praying for you, and I believe God will do great things in and through your life.

"Study to shew thyself approved unto God, a workman that needeth not to be ashamed, rightly dividing the word of truth" (2 Timothy 2:15, KJV).

In His service,

Pastor Dr. Henry George
President, Christ Squad Bible Institute

About the Institute

Christ Squad Bible Institute is a Pentecostal, Bible-based online institute. We exist to equip believers, workers, and leaders with a solid understanding of the Scriptures and a living experience of the Holy Spirit, so they can serve Christ with power and integrity in their churches and communities.

Mission

To train Spirit-filled believers in the Word of God and send them out in the power of the Holy Spirit to serve Christ, His church, and the world. (2 Timothy 2:2; Acts 1:8, KJV)

Vision

A squad of Spirit-filled disciples in every nation, knowing the Word, walking in the Spirit, and winning souls for Jesus Christ. (Matthew 28:19-20, KJV)

Who Should Enroll

New believers who want a strong foundation, church workers and volunteers, Sunday school and Bible teachers, worship and youth leaders, ministers in training, and pastors who want a refresher in Pentecostal doctrine and ministry practice.

Accreditation Notice

The Certificate in Pentecostal Ministry and Biblical Studies is a ministry-training certificate awarded by Christ Squad Bible Institute. It is a church-based, non-degree program. The Institute is not accredited by any agency recognized by the U.S. Department of Education or the Council for Higher Education Accreditation (CHEA), and the certificate is not an academic degree or a state license. Other schools decide for themselves whether to accept any of our coursework for credit. Completing the program does not by itself ordain or license anyone for ministry; ordination and licensing are decided by your church or ministry.

Statement of Faith

Christ Squad Bible Institute stands in the classical Pentecostal tradition and holds to the historic truths of the Christian faith.

1. **The Scriptures.** The Bible, Old and New Testaments, is the inspired, infallible, and authoritative Word of God, the final rule for faith and life (2 Timothy 3:16-17; 2 Peter 1:20-21).
2. **The One True God.** One God, eternally existing in three Persons: the Father, the Son, and the Holy Spirit (Deuteronomy 6:4; Matthew 28:19).
3. **The Lord Jesus Christ.** His deity, virgin birth, sinless life, miracles, substitutionary death, bodily resurrection, ascension, and personal return in power and glory (John 1:1,14; 1 Corinthians 15:3-4; Acts 1:9-11).
4. **The Fall of Humanity.** Humanity was created good and upright, but by voluntary sin fell, and all need the saving grace of God (Genesis 1:26-27; Romans 3:23).
5. **Salvation.** By grace through faith in Jesus Christ alone; through repentance and faith a person is born again and justified (Ephesians 2:8-9; John 3:3; Romans 10:9-10).
6. **Water Baptism and the Lord's Supper.** Water baptism by immersion for all who repent and believe, and the Lord's Supper as a remembrance of Christ's death until He comes (Matthew 28:19; Romans 6:4; 1 Corinthians 11:23-26).
7. **The Baptism in the Holy Spirit.** An experience distinct from and subsequent to the new birth, bringing power for life and service, witnessed by the initial physical sign of speaking in other tongues as the Spirit gives utterance (Acts 1:8; 2:4; 10:44-46; 19:6).
8. **The Gifts and Fruit of the Spirit.** The gifts of the Spirit are for the church today, exercised in love and order; the fruit of the Spirit marks a Spirit-filled life (1 Corinthians 12-14; Galatians 5:22-23).
9. **Sanctification and Holy Living.** A life of holiness, separated from sin and dedicated to God (Hebrews 12:14; 1 Peter 1:15-16).
10. **Divine Healing.** Deliverance from sickness is provided for in the atonement and is the privilege of all believers (Isaiah 53:4-5; Matthew 8:16-17; James 5:14-16).
11. **The Church and Its Mission.** The church is the body of Christ, called to worship, build up believers, and evangelize the world (Ephesians 1:22-23; Matthew 28:19-20).
12. **The Blessed Hope.** The imminent return of Christ for His church, His visible reign, the final judgment, and eternal life for the righteous (1 Thessalonians 4:16-17; Titus 2:13; Revelation 20-21).

The Program

Program: Certificate in Pentecostal Ministry and Biblical Studies
Length: designed as 12 weeks (3 months), one course per week; complete within 3 to 6 months of payment
Format: 100% online, self-paced within the weekly plan
Tuition: $260.00 (USD) for the full program, including all 12 study guides, all exams, and the certificate
Award: Certificate of Completion

Program Objectives

By the end of the program, students will be able to:

1. Explain the structure, story, and message of the whole Bible.
2. Interpret and apply Scripture using sound, Spirit-led methods.
3. State and defend the core doctrines of the Christian faith from a Pentecostal perspective.
4. Describe the person and work of the Holy Spirit, the baptism in the Spirit, and the gifts and fruit of the Spirit.
5. Trace the history and distinctives of the Pentecostal movement.
6. Present the life, teaching, and ministry of Jesus Christ as the pattern for ministry.
7. Practice a strong life of prayer and fasting, and stand firm in spiritual warfare.
8. Share the gospel, make disciples, and support missions.
9. Live with Christlike character and integrity.
10. Care for people through pastoral ministry and biblical counseling.
11. Prepare and deliver clear, faithful sermons and Bible lessons.
12. Lead and serve in the local church with wisdom and good order.

Weekly Schedule

- **Week 1: BIB 101, Bible Survey: Old and New Testaments.** Study guide and course exam.
- **Week 2: BIB 102, Hermeneutics: Rightly Dividing the Word.** Study guide and course exam.
- **Week 3: THE 101, Foundations of Christian Doctrine.** Study guide and course exam.
- **Week 4: THE 102, The Holy Spirit: Person, Baptism, and Gifts.** Study guide and course exam.
- **Week 5: PEN 101, Pentecostal History and Distinctives.** Study guide and course exam.
- **Week 6: BIB 103, The Life and Ministry of Jesus Christ.** Study guide and course exam.
- **Week 7: SPF 101, Prayer, Fasting, and Spiritual Warfare.** Study guide and course exam.

- **Week 8: MIN 101, Evangelism and Missions.** Study guide and course exam.
- **Week 9: ETH 101, Christian Ethics and Character.** Study guide and course exam.
- **Week 10: MIN 102, Pastoral Ministry and Biblical Counseling.** Study guide and course exam.
- **Week 11: MIN 103, Homiletics: Preaching and Teaching the Word.** Study guide and course exam.
- **Week 12: MIN 104, Church Leadership and Administration.** Study guide and course exam.
- **After Week 12: FIN 100, Comprehensive Final Examination.** 100 questions drawn from all twelve courses.

Suggested Weekly Rhythm

- **Days 1 to 5:** Read about two lessons a day. Look up every Scripture. Write answers to the Reflection Questions in a notebook.
- **Day 6:** Review the Lesson Summaries, the Glossary, and the Memory Verses.
- **Day 7:** Pray, then take the course exam in the student portal.

Course Descriptions

Week 1: BIB 101, Bible Survey: Old and New Testaments

A guided tour of all 66 books of the Bible: their story, structure, main themes, and how the whole Bible points to Jesus Christ.

1. How the Bible Came to Us and How It Is Arranged
2. The Law: Genesis to Deuteronomy
3. The History Books: Joshua to Esther
4. Poetry and Wisdom: Job to Song of Solomon
5. The Major Prophets: Isaiah to Daniel
6. The Minor Prophets and the Four Hundred Silent Years
7. The Four Gospels: Jesus Revealed
8. The Book of Acts: The Spirit-Empowered Church
9. The Epistles of Paul: Christ Explained to the Church
10. The General Epistles, Revelation, and the Bible's Grand Storyline

Week 2: BIB 102, Hermeneutics: Rightly Dividing the Word

Sound methods for reading, interpreting, and applying Scripture, including context, genre, word study, and Spirit-led understanding.

1. Why Interpretation Matters
2. The Holy Spirit and Understanding the Word
3. Observation: Seeing What the Text Says
4. Historical and Cultural Context
5. Literary Context: Reading Verses in Their Setting
6. Reading the Bible's Genres
7. Word Studies and Figures of Speech
8. Christ at the Center: The Old and New Testaments
9. Avoiding Common Errors in Interpretation
10. Application: From the Text to Life and Pulpit

Week 3: THE 101, Foundations of Christian Doctrine

The core beliefs of the faith: God, the Trinity, Scripture, humanity, sin, salvation, the church, and the last things.

1. The Word of God: Revelation and Inspiration
2. The Nature and Attributes of God
3. The Holy Trinity
4. The Person and Work of Jesus Christ
5. The Holy Spirit: An Overview
6. Creation and the Nature of Humanity
7. Sin and the Fall
8. Salvation: God's Great Rescue
9. The Church and Its Ordinances
10. The Last Things: Our Blessed Hope

Week 4: THE 102, The Holy Spirit: Person, Baptism, and Gifts

Pneumatology from a Pentecostal view: the person and work of the Spirit, the baptism in the Holy Spirit, speaking in tongues, and the gifts and fruit of the Spirit.

1. The Holy Spirit Is a Person and Is God
2. The Holy Spirit in the Old Testament
3. The Holy Spirit in the Life of Jesus
4. The Holy Spirit in Salvation
5. The Promise of the Father and the Day of Pentecost
6. The Baptism in the Holy Spirit in Acts
7. How to Receive the Baptism in the Holy Spirit and Help Others Receive
8. The Nine Gifts of the Spirit and Order in Worship
9. Ministry Gifts and Other Gifts of the Spirit
10. The Fruit of the Spirit and Walking in the Spirit

Week 5: PEN 101, Pentecostal History and Distinctives

From the Day of Pentecost to the modern Pentecostal movement: key revivals, core distinctives, and the global spread of Spirit-filled Christianity.

1. Pentecost in Acts
2. The Spirit Through Church History
3. Holiness Roots
4. Topeka and the Question of Evidence
5. The Azusa Street Revival
6. Early Pentecostal Churches and Missions
7. Growth and Challenges
8. The Charismatic Renewal and the Global Movement
9. The Core Pentecostal Distinctives
10. Keeping the Fire Today

Week 6: BIB 103, The Life and Ministry of Jesus Christ

A study of the Gospels: Jesus' birth, baptism, teaching, miracles, death, resurrection, and ascension, and what His ministry means for ours.

1. The Four Gospels
2. The Eternal Word and the Incarnation
3. The Birth and Early Years of Jesus
4. The Baptism and Temptation of Jesus
5. The Kingdom of God and the Sermon on the Mount
6. The Parables of Jesus
7. Miracles and Healing in the Spirit's Power
8. Training the Twelve
9. The Passion and the Cross
10. Resurrection, Ascension, and the Great Commission

Week 7: SPF 101, Prayer, Fasting, and Spiritual Warfare

The life of prayer, praying in the Spirit, biblical fasting, intercession, and standing firm in spiritual warfare with the whole armor of God.

1. What Prayer Is and Why We Pray
2. The Model Prayer Jesus Taught
3. The Kinds of Prayer in Scripture
4. Praying in the Spirit and in Other Tongues
5. Faith in Prayer and Hindrances to Prayer
6. Intercession: Standing in the Gap
7. Biblical Fasting
8. The Reality of the Enemy and Christ's Victory
9. The Whole Armor of God
10. Authority in Jesus' Name, Deliverance, and Building a Praying Church

Week 8: MIN 101, Evangelism and Missions

The Great Commission, personal evangelism, power evangelism, discipleship, and the church's mission to every nation.

1. God's Missionary Heart in Scripture
2. The Great Commission
3. The Gospel Message
4. Personal Evangelism and Sharing Your Testimony
5. Power Evangelism: Signs and Wonders in Acts
6. Follow-Up and Discipleship
7. Evangelism in the Local Church and Community
8. Cross-Cultural Missions

9. Prayer, Giving, and Sending
10. Overcoming Fear and Common Objections

Week 9: ETH 101, Christian Ethics and Character

Holiness, integrity, and Christlike character; biblical answers to moral questions; and the minister's personal and public life.

1. Foundations of Christian Ethics
2. The Call to Holiness
3. Christlike Character and the Fruit of the Spirit
4. Integrity and Truthfulness
5. Sexual Purity, Marriage, and Family
6. Money, Work, and Stewardship
7. The Tongue and Relationships
8. The Sanctity of Life, Justice, and the Poor
9. Citizenship and the Christian in Society
10. The Minister's Life, Accountability, and Restoration

Week 10: MIN 102, Pastoral Ministry and Biblical Counseling

Shepherding God's people: care, visitation, biblical counseling, crisis ministry, weddings, funerals, and caring for the minister's own soul.

1. The Call and Heart of a Shepherd
2. Qualifications of an Elder and Pastor
3. Visitation and Care of the Sick
4. Foundations of Biblical Counseling
5. The Counseling Process and the Art of Listening
6. Common Issues in Pastoral Counseling
7. Crisis Ministry
8. Weddings, Funerals, Dedications, and Ordinances
9. Ministering with Spiritual Gifts in Pastoral Care
10. The Minister's Own Soul, Family, and Avoiding Burnout

Week 11: MIN 103, Homiletics: Preaching and Teaching the Word

How to study, prepare, and deliver Spirit-anointed sermons and Bible lessons that are faithful, clear, and life-changing.

1. The Biblical Call to Preach
2. The Preacher's Life and Anointing
3. Types of Sermons: Topical, Textual, and Expository
4. Choosing and Studying the Text
5. The Big Idea and the Outline

6. Illustration and Application
7. Introductions, Conclusions, and the Altar Call
8. Delivery: Voice, Body, and Notes
9. Teaching Bible Lessons and Leading Small Groups
10. Preaching in the Power of the Spirit and Growing as a Preacher

Week 12: MIN 104, Church Leadership and Administration

Servant leadership, vision, team building, church order, stewardship of finances, conflict resolution, and healthy church growth.

1. Biblical Foundations of Leadership
2. Servant Leadership Like Jesus
3. Vision and Planning: Lessons from Nehemiah
4. Church Government and Offices
5. Building and Training Teams and Volunteers
6. Financial Integrity and Stewardship
7. Communication and Meetings
8. Conflict Resolution in the Church
9. Healthy Church Growth and Discipleship Systems
10. Raising Leaders, Succession, and Finishing Well

Enrollment and Tuition

How to Enroll

1. **Create your student account** on the Institute website with your name, email, and a password.
2. **Complete the enrollment form.** Give your full name as it should appear on your certificate, and agree to the Statement of Faith and the Student Honor Code.
3. **Pay tuition.** Tuition is $260.00 (USD) for the full 12-week program. Pay online through PayPal's secure checkout, using a PayPal account or a debit or credit card. The Institute never sees or stores your card number.
4. **Start Week 1.** Your courses unlock as soon as your payment is confirmed. A receipt appears in your portal.

Refund Policy

A **full refund** is possible only if you ask **before you start the program** (before you open any course, lesson, or study guide) and within **7 days of payment**. **Once you start the program, tuition is not refundable** in any case, because the course materials have been delivered to you. The program is designed for 3 months, and you have up to 6 months from payment to finish it at no extra cost. After 6 months, course and exam access locks automatically; your scores stay saved, and you may extend your access for 3 more months for a one-time, non-refundable fee of $50, paid from your dashboard. The full policy is on the website at /refund-policy, along with the Privacy Policy (/privacy) and Terms of Use (/terms).

Other Ways to Pay

Students who wish to pay by cash, Zelle, or check should complete the enrollment form and then contact the Office of the Registrar at info.christsquad@gmail.com with their full name and enrollment number. Courses unlock once the Institute confirms the payment, and a receipt is posted to the student's portal.

Examinations and Grading Policy

Course Examinations

- Each course ends with a multiple-choice examination of 30 questions (options A, B, C, and D), drawn only from that course's study guide.
- **Answers lock immediately.** Once you select an answer, it is saved on the Institute's server and cannot be changed, even if you refresh the page or go back.
- You may leave an exam and return later. Your saved answers remain.
- When you submit, your score, percentage, pass or fail result, and a topic-by-topic summary appear instantly.
- The pass mark for every exam is **70%**.
- Course exams unlock in order. You must pass the Week 1 exam to unlock the Week 2 exam, and so on.
- Each course exam may be taken up to **three** times. Your best score counts.

Comprehensive Final Examination

- The final examination has 100 multiple-choice questions covering all twelve courses.
- It unlocks after all twelve course exams are passed.
- It may be taken up to **two** times. Your best score counts. The pass mark is 70%.

Final Grade

The final grade is calculated automatically:

- Course exam average (best score in each of the 12 courses): **60%**
- Comprehensive final examination (best score): **40%**

Letter	Score
A	90 to 100
B	80 to 89
C	70 to 79
F	Below 70

Certificate Requirements

Graduation Requirement: 70%

To graduate, a student must score at least 70% on the Comprehensive Final Examination and earn an overall program average of at least 70%. The overall program average is the final grade: the 12-course exam average (60%) plus the final exam score (40%). The pass mark for each course exam is also 70%. The certificate is issued only when every requirement is met.

Requirements

To receive the Certificate of Completion, a student must:

1. Complete enrollment and tuition payment.
2. Pass all 12 course exams with 70% or higher.
3. Pass the Comprehensive Final Examination with 70% or higher.
4. Earn an overall program average (final grade) of 70% or higher.

The certificate is generated automatically in the student portal as soon as the requirements are met. It can be printed or saved as a PDF, and it carries a unique certificate number that anyone can verify on the Institute website. A final grade of 90% or higher is awarded **With Distinction**.

Student Honor Code

As a student of Christ Squad Bible Institute, I will:

- Do my own work and take every examination honestly, without help from other people.
- Keep my login private and not share my study guides outside my own use.
- Treat every student, teacher, and staff member with Christian love and respect.
- Seek to live what I learn, in holiness and humility, for the glory of God.

Using the Student Portal

- **Dashboard:** shows your payment status, your progress through all 12 weeks, suggested dates for each week, your course average, and your final grade.
- **Course pages:** open or download each study guide, see the lesson list, and start or resume the course exam.
- **Results:** a full history of every exam attempt and a grade report.
- **Tuition:** pay online, view payment history, and print receipts.
- **Certificate:** view and print your certificate when you complete the program.
- **Announcements** from the Institute appear at the top of your dashboard.

Administration and Contact

- **Office of the President:** Pastor Dr. Henry George, President
- **Office of the Academic Dean:** curriculum, examinations, and academic standards
- **Office of the Registrar and Admissions:** enrollment, tuition records, grade reports, and certificate verification
- **Office of Student Services:** portal access, study support, and general questions

All offices can be reached at **info.christsquad@gmail.com**.

Location: Villa Rica, Georgia, United States.

> *"Study to shew thyself approved unto God, a workman that needeth not to be ashamed, rightly dividing the word of truth." (2 Timothy 2:15, KJV)*