



**Northeast Institute  
of Biblical and Theological Studies**

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Dear Applicant,

Greetings in the name of our Lord and Savior, Jesus Christ.

We thank you for your interest in Northeast Institute of Biblical and Theological Studies (NIBTS). NIBTS is here to produce well-balanced ministers whose faith is centered around the Word of God, operating under the anointing of the Holy Spirit, for full-time ministry.

Please examine this catalog and see what Northeast Institute of Biblical and Theological Studies has to offer, as you prepare to fulfill the purpose of God for your life. We look forward to hearing from you and seeing you grow into the man or woman of God that He has called you to be.

Sincerely,

**Rev. Thomas A. Switala**

Founder and President

## PURPOSE STATEMENT

The purpose of Northeast Institute of Biblical and Theological Studies is to offer systematic, Christ-centered training to men and women for Christian service as ministers or laymen at home or abroad. Therefore, educational opportunities are provided for students who wish to enter full-time service, who want to study God's Word intensively for a one, two, or four year period, who seeks an ongoing program of the study of God's Word, and for the minister who senses the need to sharpen his ministerial skills.

## OBJECTIVES

### **1. Spiritual**

To inspire students to develop a wholesome spiritual life, and to maintain a sensitivity to the ministry of the Holy Spirit so that both the fruit and the gifts of the Spirit may be manifested through them in an outreach to the lost.

### **2. Academic**

To give each student a comprehensive knowledge of the Bible and an understanding of the fundamental doctrines of the Christian faith, and on this basis to broaden the general education of the student so that he or she may acquire a Christocentric philosophy of life with a Bible-based world view; and to prepare the student for further studies in certain fields.

### **3. Practical**

To train the student to think logically, and to express himself clearly and effectively in winning men for Christ. To provide the student with essential techniques and to develop those particular skills that are needed to become an effective preacher, missionary, director or teacher of Christian education, or Christian worker.

To provide for the participation of every student in practical Christian work.

### **4. Character and Personality Development**

To assist the student in developing a wholesome Christian character committed to sound Christian ethics, and to cultivate a well-adjusted personality.

### **5. Cultural**

To foster Christian culture in terms of refinement, social graces, and civic responsibility.

### **6. Physical**

To place proper emphasis on physical development with due recognition of the body as the temple of God.

## STATEMENT OF FAITH

- We believe in one God, maker of all things and being in Trinity of Father, Son, and Holy Spirit.
- We believe that the Son of God, Jesus Christ, became incarnate, was begotten by the Holy Spirit, born of the Virgin Mary, and is true God and true man.
- We believe in the Bible in its entirety to be the inspired Word of God and the only infallible rule of faith and conduct.
- We believe in the resurrection of the dead, the eternal happiness of the saved, and the eternal punishment of the lost.
- We believe in personal Salvation of believers through the shed blood of Christ.
- We believe in the Baptism in water by immersion, using as our example the Lord Jesus Christ Himself.
- We believe in the Blessed Sacrament, the partaking of the emblems, the wine cup, and the bread which represent the body and blood of Jesus, therefore showing His death until He comes.
- We believe in Sanctification and personal holiness of the heart and life.
- We believe in Divine Healing of the physical body, and that this healing is included in the atonement.
- We believe in the Baptism of the Holy Spirit, accompanied by the initial evidence of speaking with other tongues as the Spirit gives utterance (Acts 2:4).  
We also believe in the operation of the nine gifts of the Spirit.
- We believe in the Christian Hope, the imminent personal return of the Lord Jesus Christ.
- We believe in a literal Heaven to gain and a Hell to shun.
- We believe in intensive World Evangelism and Missionary work in accordance with the Great Commission, with signs following. Mark 16:15-18

# FINANCIAL INFORMATION

## **Application/Evaluation Fee**

There is a \$65 nonrefundable Application/Evaluation Fee that must accompany your application to Northeast Institute of Biblical and Theological Studies. (\$45 Application Fee/\$20 Evaluation Fee)

## **Tuition and Other Costs**

The tuition fee for all students is \$125 a credit per trimester. A credit hour is equal to 2 clock hours of class per week for a 9 week period.

In addition to the tuition fee, a full-time student (anyone taking 12 clock hours of class or more per week) will have the following addition fees:

\$65 Registration Fee

\$20 Library Fee

\$25 Activity Fee

If a student is unable to pay the entire tuition fee, he/she may contact the financial department to make other possible arrangements.

A part-time student (anyone taking less than 12 clock hours of class per week) will have an activity fee of \$12.50, while the Library fee will remain the same at \$20. However, the registration fee will be prorated by the amount of clock hours of class one may have per week. The fee is as follows:

<b><i>Clock hours of class per week</i></b>	<b><i>Registration Amount</i></b>
1-3 hours	\$13
4-6 hours	\$26
7-8 hours	\$39
9-11 hours	\$52

If a part-time student is unable to pay the entire tuition fee, he/she may contact the financial department to make other possible arrangements.

A monitoring student is to pay \$62.50 per credit hour and a \$10 registration fee each credit. No activity fee is required for a monitoring student.

## **Book Bills**

Your textbooks cost is due upon registering for your classes each trimester, in which they will be assigned to you then.

## **Delinquent Bills**

Tuition and book bills that become delinquent will result in a student being called to appear before the disciplinary committee.

## **Refund Policy**

No registration fee is refundable. If a student has attended 1/6 of the total class time, he/she will be charged for the whole trimester. If a student leaves before the 1/6 time period, a pro rate portion will be charged.

# ACADEMIC INFORMATION

## Degrees Offered and Graduation Requirements

NIBTS offers a one year certificate in Biblical Studies or Christian Workers, a two year Associate's Degree in Biblical and Theological Ministerial training, and a four year Bachelor's Degree in Bible with Theology and Ministerial Practics.

Certificates and Degrees will be issued upon satisfactory completion with a grade average of 60 percent or better in each subject and the approval of the Board of Directors. Students who cannot attain this required average and yet have put forth a sincere effort, will be granted a Certificate of Attendance. ***(Attendance at Spiritual Emphasis services is required for graduation.)***

## Entrance Exams

All students must take an entrance exam in English and Bible upon being accepted at Northeast Institute of Biblical and Theological Studies.

## Transcripts

Transcripts will be issued by Northeast Institute of Biblical and Theological Studies upon a student's request, providing the student terminated in good standing and has paid all debts owed to the school. Each transcript will cost \$5.00.

Credit will be accepted from other reputable schools, if course content and credit hours are equivalent. Credit may be granted for correspondence courses that meet the criteria of NIBTS.

## Grading System

A	=	90-100% (excellent)
B	=	80-89% (above average)
C	=	70-79% (average)
D	=	60-69% (below average)
F	=	59% or less (failure)

## Progress Reports

Northeast Institute of Biblical and Theological Studies issues progress reports at the end of each trimester. A student may at any time ask a teacher about his/her current average in a class. Teachers give students notice if they are progressing satisfactorily in a certain class.

## Class Requirements

Illegal absences totaling 1/6 or more of the class time will result in the failure of the class. Any student missing 1/3 or more of the class time (the total of the legal and illegal) will fail the class.

Class cuts will not be tolerated. These cuts will be recorded as illegal.

Students failing a class will be further limited in the number of classes that can be taken the next trimester.

Excuses: A student must have his/her written excuse signed by each teacher of the classes that he/she missed and return it to the office no later than three (3) days after his/her return to school.

Excuses for tardiness are to be signed by the teacher and turned into the office the same day as the tardiness.

Students not turning in these excuses in the allotted time must expect to have that tardiness of absence recorded as illegal.

An unexcused absence from class on the day of a scheduled test will result in the failure of the test.

If the student is found studying in chapel or classes for a test in another class, that student will receive two (2) demerits and a 10% loss on each test for that day.

If the student is absent from chapel or classes prior to the scheduled test(s) of that day, he/she may lose 10% off each test.

### **Make-Up Work**

A student may only make up tests and class work when he/she has been legally absent. Any student not making up tests within an allotted time set by the instructor will be required to pay a fee of \$3.00 per test for any he/she wishes to make-up. Should a student fail to make-up a test before the end of the quarter, a \$5.00 fee will be charged per make-up test.

## Certificate of Biblical Studies

Certificate of Biblical Studies is designed for anyone desiring personal enrichment in the Scriptures and Theology, becoming "rooted and built up in Him, and stablished in the faith," (Col. 2:7) in following the will of God for their life.

This certificate program is generally covered in three trimesters, and contains 30 credits.

### ***Course Requirements***

#### **Bible and Bible Related**

Bible Survey  
Genesis  
I & II Samuel  
Kings/Chronicles  
Isaiah  
Synoptic Gospels  
Acts  
Romans  
Bible Geography  
Bible Manners and Customs  
Dispensational Truth  
Principles of Biblical Study  
Typology

#### **Theology**

Theological Terms  
Theology I

#### **Language**

English I

#### **Music**

Choir

## Christian Workers Certificate

The Christian Workers Certificate is designed for the individual desiring to expand their knowledge of the Scriptures, their Theological framework, and sharpen their ministry skills within the local church.

This certificate program is generally covered in three trimesters, and contains 34 credits.

### ***Course Requirements***

#### **Bible and Bible Related**

Bible Survey  
Genesis  
I & II Samuel  
Kings/Chronicles  
Isaiah  
Synoptic Gospels  
Acts  
Romans  
Typology

#### **Practics**

C.E. Organization  
Child Evangelism  
History of Missions  
Homiletics

#### **Language**

English I

#### **Music**

Rudiments of Music  
Choir

#### **Theology**

Theological Terms  
Theology I

#### **Elective**

Principles of Health and Home Nursing

## Associate's Degree

The Associate's Degree program provides the student with a broader knowledge of God and His Word, a deeper Theological framework, and providing the history of the New Testament Church with its purpose and commitment to the Great Commission.

This certificate is generally covered in six trimesters, and contains 65 credits.

### **Course Requirements**

*Courses include the Christian Workers Certificate requirements as well as:*

#### **Bible and Bible Related**

Ezra/Esther  
Job  
Proverbs  
Ecclesiastes  
Ezekiel  
John  
I & II Corinthians  
Bible Manners and Customs

#### **Theology**

Theology II  
Theology III

#### **Practics**

Evangelism Today  
C.E. Ministries

#### **History**

Church History  
Cults

#### **Language**

English II

#### **Music**

Choir

#### **Electives**

Advanced Bible Manners and Customs  
Dispensational Truth  
Greek I  
Hymnology

## Bachelor's Degree

The Bachelor's Degree program is designed to properly equip the student with a comprehensive and extensive knowledge of the Scriptures, Theological framework, and Ministerial training skills to fulfill the call of God as a well-balanced minister.

This certificate is generally covered in twelve trimesters, and contains 132 credits.

### **Course Requirements**

*Courses include the Christian Workers Certificate and Associate's Degree Requirements as well as: (Refer to the NIBTS Catalog in the Four Year Ministerial Training Course/Degree in Bible for a complete overview of the Bachelor Program)*

#### **Bible and Bible Related**

Exodus-Numbers  
Leviticus  
Deuteronomy  
Joshua-Ruth  
Psalms  
Song of Solomon  
Jeremiah/Lamentations  
Daniel  
Minor Prophets  
Galatians-Colossians  
I & II Thessalonians

Timothy-Philemon  
Hebrews  
James-Jude  
Revelation  
Biblical Introduction  
Bible Geography  
Hermeneutics  
Life of Paul  
Parables

**Theology**

Theology IV

Theology V

**Practics**

Apologetics

Christian Psychology

Church Business Procedures

Marriage and the Family

Parliamentary Law

Pastoral Survey

Pastoral Theology

Principles of Administration

Principles of Missions

**History**

Modern History

**Language**

English III

**Music**

Choir

**Electives**

Advanced Apologetics

Advanced Bible Geography

Ancient History

Hebrew I

Practics of Missions