



## *Welcome from the President and Executive Vice President*

Apostle Dr. Amoy D. Baker  
Founder & President of Faith in Action Bible College  
Executive Vice President Bishop Dr. Louis Baker IV

Welcome to Faith in Action Bible College where we strive to create an educational environment in which students may obtain foundational Biblical instruction. This instruction will equip them to effectively “dissect” the Word of God. Ultimately, our goal is to be a training ground for Christians to be effective disciples for Christ. **“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).**

In addition, it is our desire to equip each student through a training ground focused on building, equipping, educating through the teaching of the Bible. With the intent to effectively apply the Word of God and its Biblical principles in their day to day walk. **“Let your light so shine before men, that they may see your good works, and glorify your Father which is in Heaven” (Matthew 5:16).**

It is with great pleasure and honor that we welcome you to our school. We are ready to empower you to fulfill your spiritual and academic needs.

Sincerely,

*President, Apostle Dr. Amoy D. Baker, Ph.D*  
Apostle Dr. Amoy D. Baker

*Executive Vice President, Bishop Dr. Louis Baker IV*  
Bishop Dr. Louis Baker IV

Faith in Action Bible College  
Office of Administration (919) 803-4838  
605 B – Benson Rd, Garner, NC 27529



## **Biological Background of: Apostle Dr. Amoy D. Baker**

Apostle Dr. Amoy D. Baker has been pastoring for over eight years. She currently serves as Apostle of Faith in Action Worship Center in Garner, North Carolina. She is married to Bishop Louis Baker IV, who serves beside her in doing the work of the Lord. They have been married over twenty years and have three handsome sons: Louis V, Emmanuel, and Brandon.

Dr. Amoy D. Baker was ordained as Pastor on November 10, 2009. Prior to her ordination as a pastor, she served as Youth Pastor and evangelist for Covenant on the Rock Deliverance Ministries International and as Evangelist for N.C. Miracle Worship Center in Raleigh, North Carolina.

She received her evangelistic license of ordination in 1994 and ordained her youth pastoral license in 1992. She received intensive pastoral leadership training through Covenant on the Rock Deliverance Ministries International. She also served as Evangelist and Minister at Refuge Temple Outreach Ministry in Apex, North Carolina. In 2008, Apostle Baker received theological seminary training through Garner Church of God in Garner, North Carolina.

In 2005, Apostle Amoy Baker attended Liberty University to complete her Associates Degree in Religion. She earned a Bachelor's Degree of Theology from North Carolina Theological Seminary in May 2016. She has also received her Doctor of Divinity Degree in Christian Counseling from Bible Institute of America in 2017.

Apostle Baker is certified in early childhood education and holds over eighteen years of experience in this field. In addition, she has obtained her medical and dental assistance degrees.

She has traveled to over five countries including Canada, Cuba, Bahamas, Antigua, and Jamaica, which is her birthplace. Her life is a living testimony. Having survived a massive stroke in 2003, she is now in the process of writing her first book entitled, "Amoy". She is truly a miracle and witness of the power of God's healing.

On September 30, 2017, she observed the transformation and affirmation of the Elect to the Office of the Apostle.

**Faith in Action Bible College  
Office of Administration (919) 803-4838  
605 B – Benson Rd, Garner, NC 27529**

## **Statement of Compliance with the Policy of the Board of Governors for the University of North Carolina**

Faith in Action Bible College hereby affirm and signify compliance with all items located in the Policy of the Board of Governors of the University of North Carolina with respect to religious exemption from licensure under G.S. 116-15 (d).

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### **Letter Statement**

Degree Program(s) of study offered by Faith in Action Bible College have been declared exempt by the appropriate state authority exempt from the requirements for licensure, under provisions of North Carolina General Statutes (G.S.) 116-15 (d) for exemption from licensure with respect to religious education. Exemption from licensure is not based upon any assessment of program quality under established licensing standards.

**Faith in Action Bible College is a Christian Bible College that proudly teaches the Word of God and train men and women for ministry.**

### **ACCREDITATION**

**Faith in Action Bible College  
is an Associate Member of  
AICCS  
St. Charles, MO, USA**

**Granted March 13, 2018  
Dr. Curt Scarborough, PHD Chairman  
Veronica Nelson, Secretary**

Faith in Action Bible College  
Office of Administration (919) 803-4838  
605 B – Benson Rd, Garner, NC 27529



**NORTH CAROLINA COMMUNITY COLLEGE SYSTEM**

*Jennifer Haygood  
Acting President*

March 19, 2018

VIA Email  
Amoy Baker  
Faith In Action Bible College  
605 Benson Road  
Garner, NC 27529

Dear Ms. Baker:

The North Carolina State Board of Proprietary Schools has completed its review of the Preliminary Application submitted for Faith in Action Bible College. Based upon the information provided, it appears the certificate and/or diploma programs you desire to offer meet criteria for exemption from licensure under the provisions at §115D-88 of the North Carolina General Statutes, for religious institutions. Although we find that you are exempted from licensure at this time, we do respectfully request that you include the following statement in your academic catalog regarding the proposed programs:

*"Certificate and/or non-degree programs offered by the Faith in Action Bible College, have been declared exempt from the requirements for licensure under provisions of Article 8, §115D of the North Carolina General Statutes, for exemption with respect to religious institutions. Exemption from licensure is not based upon any assessment of program quality under established licensing standards."*

Please forward a copy of your academic catalog with the above language for our reference. Do not hesitate to contact us if you have any questions. We are pleased to be of service to you.

Sincerely,

Rasheeda McAllister  
Program Auditor  
Office of Proprietary Schools  
919-807-7149  
[mcallisterr@nccommunitycolleges.edu](mailto:mcallisterr@nccommunitycolleges.edu)

Mailing Address: Office of Proprietary Schools | 5001 Mail Service Center | Raleigh, NC | 27699-5001  
Street Address: 200 West Jones | Raleigh, NC 27603 | Phone: 919-807-7100 | Fax: 919-807-7169  
[www.nccommunitycolleges.edu](http://www.nccommunitycolleges.edu)  
AN EQUAL OPPORTUNITY EMPLOYER

**Faith in Action Bible College  
Office of Administration (919) 803-4838  
605 B – Benson Rd, Garner, NC 27529**

## Grievance Policy for Students

Degree programs of study offered by Faith in Action Bible College have been declared exempt from the requirements for licensure, under provisions of North Carolina General Statutes Section (G.S.) 116-15 (d) for exemption from licensure with respect to religious education. Exemption from licensure is not based upon assessment of program quality under established licensing standards.

The Licensure Division of the University of North Carolina General Administration serves as the official state entity to receive complaints concerning post-secondary institutions that are authorized to operate in North Carolina. Your institution is required to provide information to students concerning the following student complaint process for the state of North Carolina: If students are unable to resolve a complaint through the institution's grievance procedures, they may review the Student Complaint Policy, complete the Student Complaint Form (PDF) located on the State Authorization webpage at <https://www.northcarolina.edu/stateauthorization>, and submit the complaint to [studentcomplaint@northcarolina.edu](mailto:studentcomplaint@northcarolina.edu) or to the following mailing address:

North Carolina Post-Secondary Education Complaints  
c/o Student Complaints  
University of North Carolina General Administration  
910 Raleigh Road, Chapel Hill, NC 27515 NC

<https://maps.google.com/?q=910+Raleigh+Road,+Chapel+Hill,+NC+27515&entry=gmail&source=g>-2688

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**Association of Independent Christian Colleges and Seminaries**

4617 Briargate Drive \* St. Charles, MO 63304 \* 636-922-1810

**March 13, 2018**

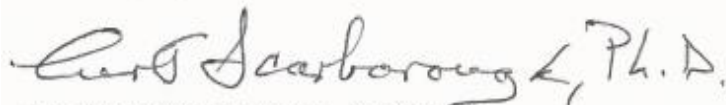
**Faith in Action Bible College  
605-A Benson Road  
Garner, NC 27529**

**Attention: Dr. Amoy Baker, President**

**Congratulations! Faith in Action Bible College is now officially an Approved Member of the Association of Independent Christian Colleges and Seminaries. This status is extended for a period of one year, through March of 2019, at which time the school is required to submit an annual report to AICCS.**

**Please let us know if we can be of any additional service to you and to the work of the kingdom of our Lord.**

**Blessings upon you!**



**Dr. Curt Scarborough, President  
Association of Independent Christian Colleges and Seminaries**

**Enclosures: Certificate of Approved Membership  
Annual Report Form (for March, 2019)**

**Faith in Action Bible College  
Office of Administration (919) 803-4838  
605 B – Benson Rd, Garner, NC 27529**

# Association of Independent Christian Colleges and Seminaries

*"Academic Credibility . . . Ethical Standards . . . Financial Integrity"*

This is to certify that  
**Faith in Action Bible College**  
of Garner, North Carolina, USA, is an

**Approved Member**



*of the Association of Independent Christian Colleges and Seminaries, a not-for-profit corporation located in the County of St. Charles in the State of Missouri, U.S.A., and is entitled to all the rights, honors, privileges, and responsibilities pertaining thereto. This Official Membership Certificate is granted in testimony of the school's full compliance with all the criteria established and required by AICCS.*

This certificate expires March 31, 2019

*Curt Scarborough, Ph.D.*  
Dr. Curt Scarborough, Chairman

*Veronica Nielson*  
Veronica Nielson, Secretary

*Chartered to Establish, Develop, Strengthen, and Accredit Christian Schools of Ministry*

Faith in Action Bible College  
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## Mission Statement

The mission of Faith in Action Bible College is to create an educational environment in which students may obtain foundational Biblical instruction. This instruction will equip them to effectively “dissect” the Word of God. Ultimately, our goal is to be a training ground for Christians to be effective disciples for Christ. **“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).** In addition, it is our desire to equip each student through a training ground focused on building, equipping, educating through the teaching of the Bible. With the intent to effectively apply the Word of God and its Biblical principles in their day to day walk. **“Let your light so shine before men, that they may see your good works, and glorify your Father which is in Heaven” (Matthew 5:16).**

## Vision Statement

The vision of this college is to advance the ministry with an Apostolic and Prophetic anointing in the gift of intercession built on our motto “Ministry to the Total Man”. We honor the call to excellence and strategize together as a family. We believe in and are guided by the Bible, the Holy Spirit and divinely authored Word of God. We believe that Jesus Christ was come in the flesh, justified in the Spirit, seen by angels, preached unto the Gentiles, believed on in the world, and received up into glory. We believe in the Holy Spirit and accept Him as the third part of the Trinity, our Comforter who leads us into all truth. We believe in the gifts of the Spirits, the fruits of the Spirit and the offices of the Spirit; the manifestation of which enables us to be holy as Christ our Savior is holy, and perfects the effectual working of the body unto the edifying of itself in love. We believe and have faith in God our Father as the witness of righteousness (Genesis 15:6). We believe that every believer has to be born again of the water and of the Spirit. We believe that you are chose to see manifestation of the Kingdom of the Lord God Almighty come into your life.

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# NORTH CAROLINA Department of the Secretary of State

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To all whom these presents shall come, Greetings:

I, Elaine F. Marshall, Secretary of State of the State of North Carolina, do hereby certify the following and hereto attached to be a true copy of

**ARTICLES OF INCORPORATION  
OF  
FAITH IN ACTION WORSHIP CENTER**

the original of which was filed in this office on the 21st day of June, 2010.



Scan to verify online.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal at the City of Raleigh, this 29th day of March, 2018.

*Elaine F. Marshall*

Secretary of State

Certification# C201015401203-1 Reference# C201015401203-1 Page: 1 of 4  
Verify this certificate online at <http://www.sosnc.gov/verification>

Faith in Action Bible College  
Office of Administration (919) 803-4838  
605 B – Benson Rd, Garner, NC 27529

Faith in Action Bible College  
Bylaws

The name of this entity is Faith In Action Bible College

The entity is located at 605 Benson Road, Garner, NC 27529

The above address is also the headquarters of this entity.

The following officers will lead this entity:

President/Dean

Vice President

Administrator

Secretary

Student Aid Officer

These bylaws and articles of incorporation may be amended through a proposal, a meeting, an agreement, a decision, and final approval of the overall leader of this organization.

Keeping and managing the corporate records will involve placing all documents in appropriately labeled folders. The folders will be kept in a filing cabinet duly isolated for the purposes of this entity.

No stocks or shares are issued by virtue of this entity's formation structure – nonprofit

Below are the operational activities of the entity:

- Classes will meet two evenings per week
- Each evening class will meet for two hours
- Students will engage in interactive classroom exercises
- Examinations will take place at the end of every course
- Courses will run in semesters



## Statement of Faith

The Lord has mantled this ministry with an Apostolic and Prophetic anointing and the gift of intercession built on our motto "Ministry to the Total Man". We honor the call to excellence and strategize together as a family.

We believe in and are guided by the Bible, the holy and divinely authored Word of God.

We believe that Jesus Christ was come in the flesh, justified in the Spirit, seen of angels, preached unto the Gentiles, believed on in the world, and received up into glory.

We believe in the Holy Spirit and accept Him as the third part of the trinity, our comforter who leads us into all truth.

We believe in the gifts of the Spirits, the fruits of the Spirit and the offices of the Spirit; the manifestation of which enables us to be holy as Christ our Savior is holy, and perfects the effectual working of the body unto the edifying of itself in love.

We believe and have faith in God our Father as the witness of righteousness. Gen 15:6

We believe that every believer has to be born again of the water and of the Spirit.

We believe that you are chose to see manifestation of the Kingdom of the Lord God Almighty come into your life.

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## **Faith in Action Bible College Board of Directors**

### **Apostle Dr. Amory D. Baker - President**

Evangelistic license, youth pastoral license with intense pastoral leadership training. Bachelor Degree of Theology from North Carolina Theological Seminary, Clinton, North Carolina; Conferred a Doctor of Divinity Degree in Christian Counseling from Bible Institute of America, Raeford, North Carolina.

### **Bishop Louis Baker - Executive Vice President**

Associates and Bachelor of Theology from North Carolina Theological Seminary, Clinton, NC.

### **Prophetess Kenyatta Clark – Assistant; Dean of Students; Officer of Finances**

Associates Degree of Arts in Theology from NCCT, Wilmington, NC. Bachelor Degree of Theology from North Carolina Theological Seminary, Clinton, NC.

### **Elder Juanda Smith – Administrator**

Associate Degree of Biblical Studies from North Carolina Theological Seminary, Clinton, NC.

### **Minister LeMart Smith – Student Affairs**

Associate Degree of Biblical Studies from North Carolina Theological Seminary, Clinton, NC.

**Faith in Action Bible College  
Board of Directors**

S/No	Name	Title	Degree
1	Dr. Apostle Amoy D. Baker	Chairperson	Doctor of Divinity / Christian Counseling / Ph.D
2	Bishop Louis Baker IV	Vice Chairperson	Doctor of Divinity
3	Kenyatta Clark	Administrator	Doctor of Theology
4	Myra Brown	Secretary	Master of Theology
5	Ellsworth Mingo	Program/Media	Doctor of Theology / Divinity
6	LeMart Smith	Member	Master of Theology

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**Main Campus:**

**Faith in Action Bible College**  
605 B – Benson Rd. Garner, North Carolina 27529  
(919) 803-4838 [fiabiblec@gmail.com](mailto:fiabiblec@gmail.com)

**Faith in Action Bible College**  
**Administration Policies**

**Our Program basis**

It is our purpose to provide continue education programs to students who are unable to attend full-time classes. This is accomplished through our streamline program. We believe that we can offer the same Christian education.

**Credit Hours**

The minimum of two hours per week in the classroom and study at home is equivalent to the credit hour required for each course of study.

We have adjusted our requirement for graduate and post-graduate degrees in an effort to keep the tuition to a minimum and allow our students ample time to complete his or her field of study. Our staff have chosen textbooks and materials and separating arduous minor information from major academic information. It is our position that the information can be obtained and retained by reading fewer books, provided that it is the right book.

**What We Believe....**

We believe the Bible to be inspired, the only infallible, authoritative, inerrant Word of God (2 Timothy 3:16, 2<sup>nd</sup> Peter 1:21).

We believe that there is one God, eternally existent in three persons – Father, Son, and the Holy Spirit (Genesis 1:1, Matthew 28:19, John 10:30).

We believe in the deity of Christ (John 10:33), His virgin birth (Isaiah 7:14, Matthew 1:23, Luke 1:35), His sinless life (Hebrews 4:15, 7:26), His miracles (John 2:11), His vicarious and atoning death (1Corinthians 15:3, Ephesians 1:7, Hebrews 2:9), His resurrection (John 11:25, 1

Corinthians 14:4), His ascension to the right hand of the Father (Mark 16:19), and His personal returning power and glory (Acts 1:11, revelation 19:11).

## **Faith in Action Bible College Administration Policies (continued)**

We believe in the absolute necessity of regeneration by the Holy Spirit for salvation because of the exceeding sinfulness of human nature, and that people are justified on the single ground of faith in the shed blood and Christ, and that only by God's grace and faith are we saved (John 3:16-21; John 5:24; Romans 3:23, 5:8-9, Ephesians 2:8-10; Titus 3:5).

We believe in the resurrection of both the saved and lost: they that are saved unto the resurrection of life, and they that are lost unto the resurrection of damnation (John 5:28-29). In the spiritual unity of believers in our Lord Jesus Christ (Romans 8:9; 1 Corinthians 12:12-13; Galatians 3:26-28). In the present ministry of the Holy Spirit by who's indwelling the Christian is enabled to live a godly life (Romans 8:13-14; 1 Corinthians 3:16, 6:19-20; Ephesians 4:30, 5:18).

### **Staff and faculty**

Any corporation, institution or government is only as good as their people and their most valuable asset. Faith in Action Bible College has been blessed with good quality faithful staff and members. From the president to the administrators, you will find each person ready and willing to assist. Our staff is dedicated and loyal in promoting God's Kingdom.

### **Curriculum and Reference materials**

Faith in Action Bible College offer the highest quality curriculum and reference materials. Resources are subjects to change, at the discretion of FIABC Board of Directors and not all subjects are offered every year.

### **Student Nondiscrimination Policy**

Faith in action Bible College admits student of any race, color, nationality or ethnic origins with all rights, privileges, programs and activities generally accorded or made available to students of FIABC. Faith inaction Bible college do not discriminate on any basis including race, color, nationality or ethnic origin in administration of its policies, loan programs or other school administered programs.

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## **Application Fee and Tuition**

**A non-refundable application fee of \$60.00 must accompany all applications.** Upon approval of the application the cost of the textbooks is due at **REGISTRATION.** Please note that absolutely NO TEXTBOOKS will be released without pre-payment!

The remaining balance of tuition and other fees **MUST** be paid in full on or before due dates provided. A 10% discount will be applied for all prepayment in full (**with the exception of Doctoral Students.**)

### **Life Earned Credits**

Faith in Action Bible College recognizes life learning experience and will issue credit for such experience. However, such credit must be determined by the **President** and the Administration of FIABC at the candidate's evaluation process.

### **Transferred Credits**

Faith in Action Bible College reserves the right to allow or not to allow credits earned at other institutions for similar course taken at the institution. If credit is awarded, the candidate will be assessed at \$4.00 per credit hour. These hours may not exceed 60% of the required hours for graduation from Faith in Action Bible College.

### **Refund Policy**

No refunds are given for **BOOK FEES.** A student must notify Faith in Action Bible College in writing of the intention to withdraw or drop a program.



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## **Available Degree Programs**

**ASSOCIATE OF BIBLICAL STUDIES**

**BACHELOR OF BIBLICAL STUDIES  
BACHELOR OF THEOLOGY**

**2 YEAR PROGRAM  
MASTER OF CHRISTIAN MINISTRY  
MASTER OF BIBLICAL STUDIES  
MASTER OF THEOLOGY  
MASTER OF DIVINITY**

**DOCTORATE OF BIBLICAL STUDIES  
DOCTORATE OF THEOLOGY  
DOCTORATE OF DIVINITY  
DOCTORATE OF CHRISTIAN MINISTRY  
DOCTORATE OF BIBLICAL COUNSELING**

**DOCTOR OF PHILOSOPHY IN CHRISTIAN COUNSELING**

**Each degree program is a one-year program with the exception of the Master Degree Program which is a two-year program.**

**All degrees are Post-Secondary Degrees and not Degrees of Arts.**

**All Degrees will have Faith in Action Bible College on them.**

Faith in Action Bible College  
Office of Administration (919) 803-4838

## Faith in Action Bible College

### Criteria for Admission

605 B – Benson Rd, Garner, NC 27529

- \* Faith in Action Bible College welcomes you as an adult student.
- \* The applicant must be 18 years of age and have earned a high school diploma or GED certificate.
- \* Credentials for admission will be reviewed by admission staff.
- \* We seek students who will contribute to, and benefit from, the Biblical Studies program that we offer.
- \* You may pre-register at any time by filling out the application. The application fee is \$60.00. Upon arrival on the first night of class, it is required that all book fees are paid in full. You will be required to sign a contract for monthly payments for tuition and administration fees.

**Submit the following for general admission to FIABC. Please check with the admissions office for specific requirements.**

- a. A copy of your high school transcript or GED transcript or diploma
- b. Completed admission application
- c. Copies of college/university transcript or diplomas for all schools attended
- d. Summary of life experience portfolio

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## Faith in Action Bible College

### Policy and Commandments

- \* The first semester begins in September and ends in December.
- \* The second semester begins in January and ends in April.

#### 1. Attendance

- a. All students are expected to attend every scheduled class.
- b. Students are expected to attend classes on time.
- c. Attendance is documented for each scheduled class meeting beginning with the first scheduled class, sign in sheet.
- d. When you have arrived for class, please make sure that you sign the attendance sheet and document your time of arrival.
- e. If you are going to be late, you must communicate with your instructor as to how late and why. This also applies to leaving class early. Inform your instructor, and document your departure time on the sign in/out sheet.
- f. If you are over thirty minutes late, you will be counted as absent with the exception of pre-approval from your instructor.
- g. Students are allowed two absences per semester.
- h. In the event of an emergency, the student must notify the instructor as soon as possible.
- i. After four absences, the instructor may drop the student if the student does not make every effort to contact him or her.**
- j. If there are extenuating circumstances, the instructor has the authority to make an exception to the Attendance Policy.
- k. If the student has four absences already on record, and additional absences occur, they will have to be excused at the instructor's discretion. An emergency can be defined as a sickness, family emergency, or family crisis.
- l. Situation beyond the limit of the policies or privilege of the instructor can be appealed. You will have to be evaluated for an appeal and scheduled a meeting with the president.

**Note: Any official class closing will not be counted as an absence. This may include inclement weather, holidays, etc. However, to maintain your grade, the assignment must be completed per course schedule.**

**\* Acceptance of an emergency will be determined by your instructor**

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**Faith in Action Bible College**  
**Policy and Commandments (continued)**

**2. Grading System**

Grading the performance of the students in course work is the responsibility of the course instructor.

The grading system is as follows:

**Grading**

Attendance/Class Participation	10%
Theology Assignments (Pop Quizzes/Tests/Papers)	25%
Workbook Assignments	15%
Midterms Exams	25%
Finals Exams	12.5 %
Thesis Paper	12.5 %
<b>Total</b>	<b>100 %</b>

**The grading system is as follows:**

- A. 100 – 90
- B. 89 – 80
- C. 79 -70
- D. 69-60
- E. Below 60

Anything under 69 is a D or incomplete

If a student misses three unexcused classes, the instructor has the authority to drop your grade by one level. For example: A to B or B to C

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**Faith in Action Bible College**  
**Policy and Commandments (continued)**

**10 POINT GRADING SCALE**

<b>PERCENT RANGE</b>	<b>LETTER GRADE</b>	<b>GPA</b>
100 -90	A	4.0
89 - 80	B	3.0
79 - 70	C	2.0
69 - 60	D	1.0

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**Faith in Action Bible College**  
**Policy and Commandments (continued)**

**3. Courses**

- \* At the end of each course, each student will be responsible for turning in each course assignment on scheduled date.
- \* If the assignment is not completed, the instructor has the authority to drop your grade by 5 points each week the assignment is overdue.
- \* The instructor, when grading the assignment, will consider class participation.
- \* Legibility will be considered when grading. College level quality is required.
- \* Each student will be responsible for writing an essay or thesis based upon degree level which is 12.5 % of your entire grade. If it is not completed by the deadline given, the instructor has the authority to deduct your grade by 10 %.

## Policy and Commandments (continued)

605 B – Benson Rd, Garner, NC 27529

### Change of Grade

It is the student's responsibility to retain all assignments, quizzes, and exams until final grades are received in the event an error in calculating or reporting a grade has been made. In the case of such an error, the student should immediately present his/her case to the instructor. If warranted, the instructor will then initiate a change of grade in the office of admissions and records. The deadline for a grade change request is six weeks after the close of a semester. The academic dean must approve all change of grades.

### Incomplete Grades

And "I" incomplete grade is given when a student, due to illness or an emergency situation beyond their control is unable to complete their final project or final exam before the end of semester. Work must be turned in within two weeks from the close of the semester; otherwise, the student will receive a failure "F" for the incomplete work. The final grade will be adjusted according to the average of the course work and the final "O" grade.

### Examination

Students receive a syllabus for each course they are enrolled. Students are responsible for noting the dates on which the instructor has scheduled quizzes, exams, mid-terms, and/or finals. If a student has three unexcused absences, the instructor has the authority to drop your grade by one level.

### Make Up Policy

All exams must be made up within five days of the date of the original exam (excluding weekends).

#### 1) Illness

In case of illness, the student must notify the administration/dean of school his/her illness.

#### 2) Non - Illness

Students who miss an exam for non-illness reasons should make an appointment with their professor to make up the exam. Student not making up the exam with the prescribed time period will receive a "O".

Faith in Action Bible College  
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## Criteria for Transfer of Credit (Pastors Only)

605 B – Benson Rd, Garner, NC 27529

### **To acquire an Associate Degree with Pastoral Experience:**

- \* Fill out the admission application.
- \* You will need to obtain your high school transcript or copy of your diploma.
- \* Submit a portfolio of your life experiences as it relates to your life in the church.
- \* When all of the above information is submitted to the school and received by the Board of Directors of Faith in Action Bible College, and upon approval, you will be awarded the Associate Degree by Faith in Action Bible College.

### **To Acquire a Bachelor Degree with Pastoral Experience:**

- \* Fill out the admission application.
- \* You will need to obtain your high school transcript or copy of your diploma.
- \* Submit a copy of all transcripts, degrees and certificates from all schools of study.
- \* Submit a portfolio of your life experiences as it relates to your life in the church.
- \* When all of the above information is submitted to the school and revised by the Board of Directors of Faith in Action Bible College, and upon approval, you will be awarded the Bachelor Degree by Faith in Action Bible College.

**NOTE:** The difference between the Associates and Bachelor Degree will be based on the years of pastoral experience and transfer credit.

### **To acquire a Master Degree with Pastoral Experience:**

- \* If you have a Bachelor's Degree in Arts/Science or religious studies/divinity from an accredited college, you may be able to advance to the Master's Degree in Theology.
- \* You will need to submit all transcripts, degrees and certifications from all schools of study.
- \* Submit your portfolio of your life experiences as it relates to your life in the church.
- \* This evaluation will be at the discretion of the FIABC President.



**Doctoral Degree:** Students seeking their Doctoral Degree will be required to schedule an appointment with the FIABC President (Dr. Apostle Amoy D. Baker) to further discuss criteria and requirements.

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## **Criteria for Transfer of Credits (Students)**

### **To those who have a Bachelor of Arts and Science Degree:**

- \* Transcript Documents: The Board of Governors of the Universities of North Carolina, who certified FIABC and AICCS Accrediting Commission, will only fully recognize an official transcript for the approval of transfer of credit hours. For additional credits; certifications and other documentation will be evaluated and assigned to life experience. Official transcript give you a better opportunity for one-to-one transfer of credit hours.
- \* Students who already possess a four-year degree from another approved accredited college or university with a grade of “C” or better, with church life experience, he or she may be eligible to acquire an Associate Degree in Biblical Studies and advance to the Bachelor degree in Theology program.
- \* Students interested in transferring with existing credits should fill out an application and have official transcripts and a copy of their diploma/certificate, and church life experience sent to the Administration Office of FIABC, with the request that a complete evaluation be performed. Evaluations are not automatically performed.
- \* Final processing and evaluation will be done through Faith in Action Bible College along with the president of FIABC. You will be notified by letter of approval or disapproval.

**NOTE:** FIABC values the experience gained through “church life-experience”. We ask that the student submit a portfolio of their life experiences as it relates to his/her life in the church/ministry.

**Please Note:** If credits are allowed, the candidate will be assessed \$4.00 per credit hour and an additional \$150.00 administrative fee. To receive a hard copy of the equivalent to the (accepted) credits that the student is transferring, an individual must pay a fee based upon the degree that he/she is eligible for receiving. Please inquire at the administrative office for further information and fees.

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**Degree Transfer Cost List**

<b>Degree Cost:</b>	<b>Credit Hours:</b>	<b>Cost:</b>
Associate of Biblical Studies	63	\$152.00
<u>Administrative Handling Fee</u>		<u>\$150.00</u>
Total Cost		\$302.00
Bachelor of Biblical Studies -Theology	127	\$408.00
<u>Administrative Handling Fee</u>		<u>\$150.00</u>
Total Cost		\$558.00
Master of Biblical Studies-Theology Part 1	185	\$640.00
Master of Divinity		
Master of Christian Ministry		
<u>Administrative Handling Fee</u>		<u>\$150.00</u>
Total Cost		\$790.00
Master of Biblical Studies-Theology Part 2	235	\$840.00
<u>Administrative Handling Fee</u>		<u>\$150.00</u>
Total Cost		\$990.00

**Doctoral Degree Program**

If you have enough transfer credits for a Master Degree or possess a Master Degree in Biblical Studies, Theology, or Divinity, you will be eligible to receive a Master Degree and will be enrolled in the Doctoral Program (with the required dissertation).