



North Campus:

Evangel Assembly of God
2501 Mount Olive Road
Mount Olive, AL 35117

Southeast Campus:

First Assembly of God
147 Edwards Street
Newton, AL 36352

South Campus:

Grace Way Fellowship AG
107 Pinecrest Street
Evergreen, AL 36401

*Alabama District Council
Assemblies of God*

Table of Contents

Welcome.....	Page 3
General Information.....	Page 4
ALSOM Standards.....	Page 5
Code of Ethics.....	Page 5
Attendance.....	Page 6
Registration.....	Page 7
Structure.....	Page 7
Grading.....	Page 8
General Rules and Guidelines.....	Page 8
Director and Dean.....	Page 9
Addendum to Student Handbook.....	Page 9

WELCOME

We welcome you to the Alabama School of Ministry (ALSOM). If you are sensing the call of God on your life for ministry, then ALSOM will provide a learning environment that develops your ministry skills. For those seeking a better foundation for life and service, ALSOM provides a thought-provoking atmosphere for study and growth in God's Word and Spirit. ALSOM classes will broaden and deepen your knowledge, expose you to new ideas, and challenge you to think and grow.

ALSOM is an interactive class experience. During each session, students will engage in dialogue and will receive information additional to the textbook, helping them better understand each subject. ALSOM uses instructors who are active in ministry and represent all levels of ministry experience.

We think you will enjoy your experience at ALSOM. Our goal is not rote instruction, not simply reinforcing what you think you know, and not simply insuring that you make a good grade. ALSOM will challenge you to study, think, learn, and grow.

In this booklet, you will find the policies and guidelines that will make your participation at ALSOM more beneficial. We all do better when we know what expectations are required. This booklet is not exhaustive, but a guide that will answer questions that you may have. Additional questions can be answered by the ALSOM office. ALSOM is on a "pay as you go" basis for tuition and books.

Thank you for enrolling in ALSOM. We look forward to seeing how God will use this journey to prepare you for work in His Church!

Rev. Michael D. Sharp, D.Min.
District Secretary-Treasurer
ALSOM Director

General Information

Endorsement

The District Presbytery of the Alabama District Council of the Assemblies of God and the General Council Executive Presbytery recognize and endorse the Alabama School of Ministry as an official ministerial training program for those seeking credentials through the Alabama District Council of the Assemblies of God.

Disclaimer

The Alabama School of Ministry (ALSOM) conducts the courses completed through the Alabama School of Ministry. ALSOM staff will grade all exams. ALSOM will issue all transcripts. Students enrolling should direct any questions regarding the school or the courses therein to the Alabama School of Ministry at (334) 279-7172 ext 2, or by emailing msharp@adcag.org. Required courses completed through ALSOM meet the educational requirements of the General Council of the Assemblies of God for each respective level of credential with the Assemblies of God. However, a credential candidate must also meet other criteria before the General Council will grant credentials. The credentialing process is separate from the completion of educational requirements. Taking classes through ALSOM does not automatically qualify or guarantee that a ministry credential will be granted, nor that preferential treatment will be given to those completing the required ministerial training courses through ALSOM.

ALSOM is a non-accredited Bible institute. While endorsed by the Executive Presbytery of the General Council of the Assemblies of God for ministerial training, courses completed through the school do not automatically qualify for college credit.

Statement of Purpose

The Alabama School of Ministry (ALSOM) exists to provide training for those sensing a call to ministry, whether as credentialed ministers of the Assemblies of God, or as equipped laypersons within the local church. The school seeks to promote a unified purpose for ministry within the Fellowship, providing doctrinal and practical instruction based upon common core values and shared ministry goals.

The Alabama School of Ministry (ALSOM) subscribes fully to the Statement of Fundamental Truths of the Assemblies of God and commits itself to proclaim and support the principles and polity of the Assemblies of God. Additionally, the school commits itself to provide training courses that meet district and General Council educational requirements for ministerial credentials.

ALSOM Standards**Code of Ethics**

By enrolling in ALSOM you are committing before God to adhere to every requirement and ethical standard at all times. Failure to do so is a sin against God, dishonors Him, and voids everything you do.

Students are expected to conduct themselves in a Christ-like and biblical manner at all times, in both their personal conduct and pursuit of their studies, striving to maintain the highest of ethical standards, including honesty and integrity. Failure to adhere to such standards may result in the student's dismissal from ALSOM, subject to the decision of the school's administration.

In the classroom, students must be respectful of their peers and instructor. Behavior that is disruptive to the learning process and disrespectful to others will not be tolerated and will be addressed, first by the instructor of the class, and if necessary, by the administration. Students refusing to be cooperative may be dismissed from the school.

ALSOM expects students to complete the required course assignments of their own effort. While it is reasonable and beneficial for two or more students from the same family, church, or community to study together, it is essential that each student's work be his/her own. Plagiarism and cheating are serious violations of ALSOM's ethical standards. Situations of this nature will be brought to the attention of the school's administration and will be investigated to determine if discipline is warranted.

Copyright Notice

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Attendance

Students are expected to attend the class sessions of ALSOM courses in their entirety and must attend the sessions to participate in and receive credit for courses, in accordance with the following guidelines (only a limited number of excused or unexcused absences will be granted):

- Students must attend the class session, complete the required assignments, and successfully pass the course exam in order to receive credit for the course.
- Excused Absence: Student unable to attend class due to work, required ministry event, or an unforeseen emergency such as illness, family crisis (injury/ death), or ministry crisis (serious parishioner injury /death) occurring immediately before or during an ALSOM weekend. Student must write & turn in with the exam a 5-page paper assigned by the Director or Dean (1" margins, 12 font, double spaced).
- Prior notification (even if same day) and clear explanation by student is required.
- Each new class absence, as well as an unexcused absence, may require heavier makeup work.

Students must give notice to the ALSOM Dean, Pastor Chad Payne, at least 7 days in advance of missing a class. Students failing to do this will be required to complete the course on their own through Berean, or complete makeup work as assigned by ALSOM.

ALSOM Registration, Structure, & Internship

Registration

1. Download Enrollment forms at adcag.org. Mail completed form to ALSOM, 5919 Carmichael Road, Montgomery, AL 36117, or email to dsharp@adcag.org. Please print clearly and complete every field of your contact information.
2. Pay ALSOM tuition online at adcag.org. Access adcag.org, select Online Giving, select fund ALSOM Tuition, enter student name & course number in Memo, enter your email address. Tuition is due 10 days before class.
3. Students buy the textbooks directly from Berean School of the Bible, and the textbooks are shipped directly to them. Instructions are on the Registration Form.
4. ALSOM costs are as follows:

Tuition	- \$30.00 per class
Textbook	- \$40.00 per class (includes shipping)

Structure / Requirements

1. Complete all reading: Entire textbook & any additional reading. Be prepared to discuss contents. Minimum 10 hours of study is required prior to the class session. Class attendance is mandatory. Additional work is required for absences (p.6). Score 70 or more on course exam. Pay class tuition. Student grade is "Incomplete" (I), and student may take no more ALSOM classes, until tuition for a class is paid. No credit will be given for a class with unpaid tuition. (See "Sponsorships", p.8)
2. ALSOM conducts classes on Saturday, nine times a year. Three courses are offered on each class date, one for each credential level (certified, licensed, ordained).
3. ALSOM holds classes at Evangel Assembly of God, Mt. Olive, First Assembly of God, Newton, and Grace Way Fellowship Assembly of God, Evergreen. Class times: Saturday, 9:00 am – 1:00 pm.

4. Students participate in four hours of classroom instruction. A multiple-choice exam will be given to each student at the end of class. The student is to postmark the completed exam no later than the Saturday following the class session to the ALSOM office, 5919 Carmichael Road, Montgomery, AL 36117. Any student who does not postmark the exam by the specified time will have points deducted: 10 points per week past postmark deadline. ALSOM will not return the exam to the student.

A grade of 70 or above is required to pass the exam. A student failing the exam may be permitted one exam retake or a special assignment designed by the Director and Dean.

General Rules and Guidelines

1. Dress is casual. Be on time for class. Attend all class sessions. Expect a challenging learning environment. Each student is required to do his/her own work. No recordings may be made of a class. Only the Director & Dean may give permission for any recording.
2. Complete assignments on time. The textbook, other reading, and at least 10 hours of study, must be completed before the class. Completed exams and any makeup work must be postmarked within 1 week of the class. Class tuition must be paid before that class grade is posted to a student's transcript. Until then, the grade is "Incomplete." No further classes may be taken until tuition in arrears is paid.
3. Each student is required to pay tuition at least 10 days before class. Students order their textbooks directly from Berean and should obtain them 4 weeks prior to each class.
4. When neither a student nor their church can afford tuition and textbooks, sponsorships are sometimes available. Please contact ALSOM Director Dr. Sharp for details at (334) 279-7172 ext 2.

Director

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Master of Divinity, Assemblies of God Theological Seminary, Pastoral Ministry
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Dean

Rev. Chad Payne, Pastor, New Life AG, Woodstock, AL
BA, Southeastern University, Pastoral Ministry Concentration
Master of Arts, Indiana Wesleyan University, Ministerial Leadership
Doctor of Ministry (candidate), Assemblies of God Theological Seminary, Evangel University
Ordained Minister, Assemblies of God
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Addendum to Student Handbook

All students must sign in at the beginning of each class. No exam will be accepted if the student's name does not appear on the sign-in sheet.

Class Attendance is Mandatory: Students are not allowed to take more than one exam and study sheet from any class without prior approval from the ALSOM Director. Absentees must contact the ALSOM Director for instructions on how to make up a missed class.

Postmark: All exams must be postmarked on or before the following Saturday after each class. All exams postmarked after the due date will have an automatic ten (10) point deduction per week late.

Course grades will normally be emailed to students within 3 weeks of a completed class. ALSOM personnel have many other pressing duties and deadlines that will on occasion delay that timetable.

