



WELCOME TO SCHOOL OF FAITH BIBLE INSTITUTE!



School of Faith Bible Institute (SOFBI) is an independently accredited Bible training institute committed to the continual training and progressive development of the believer through revelation knowledge of the scriptures relative to the disciplines of faith and life in the Kingdom of God.

The mission of SOFBI is to teach and empower people by the Word of God to live life in such a way as to manifest the Kingdom of God on the earth.

This Student Handbook is designed to provide you with a working knowledge of SOFBI inclusive of policies, procedures, and operational guidelines.

We are delighted that you have made a decision to study with us in the School of Faith. We stand ready to answer any questions beyond the scope of this handbook. Through these studies, students will be empowered to propel forward in the fulfillment of the vision God has given them for their lives.

A handwritten signature in cursive script that reads 'Norman Thomas, Jr.'.

Norman Thomas, Jr.
President/Founder



The SOFBI is an outreach of Norman Thomas Ministries Foundation registered in the United States of America, Kenya, and South Africa and currently accredited by Transworld Accrediting Commission International and the CIPRO of South Africa. SOFBI uses the Bible as the foundation of its curriculum to emphasize the principles and disciplines of applied faith, kingdom engagement, leadership, vision development, and overall spiritual enhancement. SOFBI is most effective for equipping leaders of all disciplines, pastors and teachers as they endeavor to embark upon their callings with the intent of transforming culture and facilitating God's blessing to humanity. These teachings will provoke change by upgrading one's thinking and empowering the individual to succeed and excel whether in ministry, business, or life in general.

SOFBI was founded in 2005 by Drs. Norman and Debbie Thomas. Graduates from the SOFBI may use their certification as credit towards a degree program in schools, colleges, and universities that are currently accredited by Transworld Accrediting Commission.

SOFBI has program affiliates in the United States of America and in nations of the world. In the United States of America the SOFBI is endorsed by the Department of Corrections for the States of Louisiana and Texas. In Louisiana SOFBI has been certified as a "good time" pre-release program, awarding graduates 90 days of credit for time served, shortening the sentence of non-violent offenders by three months.

CURRICULUM MODULE

The SOFBI curriculum is divided into nine-month modules. Each module includes 80 hours of classroom instruction (one hour per session). Please see the example curriculum module of the first nine-month curriculum below:

Week 1 SOF 101 & 201: Session 1
Week 2 SOF 101 & 201: Session 2
Week 3 SOF 101 & 201: Session 3
Week 4 SOF 101 & 201: Session 4
Week 5 SOF 101 & 201: Session 5

Week 6 SOF 101 & 201: Session 6
Week 7 SOF 101 & 201: Session 7
Week 8 SOF 101 & 201: Session 8
Week 9 SOF 101 & 201: Session 9
Week 10 SOF 101 & 201: Session 10

Week 11 SOF 102 & 202: Session 1
Week 12 SOF 102 & 202: Session 2
Week 13 SOF 102 & 202: Session 3
Week 14 SOF 102 & 202: Session 4
Week 15 SOF 102 & 202: Session 5

Week 16 SOF 102 & 202: Session 6
Week 17 SOF 102 & 202: Session 7
Week 18 SOF 102 & 202: Session 8
Week 19 SOF 102 & 202: Session 9
Week 20 SOF 102 & 202: Session 10

Week 21 SOF 103 & 203: Session 1
Week 22 SOF 103 & 203: Session 2
Week 23 SOF 103 & 203: Session 3
Week 24 SOF 103 & 203: Session 4
Week 25 SOF 103 & 203: Session 5

Week 26 SOF 103 & 203: Session 6
Week 27 SOF 103 & 203: Session 7
Week 28 SOF 103 & 203: Session 8
Week 29 SOF 103 & 203: Session 9
Week 30 SOF 103 & 203: Session 10

Week 31 SOF 104 & 204: Session 1
Week 32 SOF 104 & 204: Session 2
Week 33 SOF 104 & 204: Session 3
Week 34 SOF 104 & 204: Session 4
Week 35 SOF 104 & 204: Session 5

Week 36 SOF 104 & 204: Session 6
Week 37 SOF 104 & 204: Session 7
Week 38 SOF 104 & 204: Session 8
Week 39 SOF 104 & 204: Session 9
Week 40 SOF 104 & 204: Session 10

CURRICULUM CATEGORIES

Basic Studies – First Nine-Month Curriculum

Faith Fundamentals

SOF 101: The Foundation Of Faith
 SOF 102: Core Principles of Faith
 SOF 103: The Divine Nature Of Faith
 SOF 104: The Door Of Faith

Applied Principles Of Faith

SOF 201: Overcoming Fear
 SOF 202: Mountain Moving Faith
 SOF 203: How To Pray In Faith
 SOF 204: Faith For Abundance

Intermediate Studies – Second Nine-Month Curriculum

Practical Ministry Applications

SOF 301: How To Develop Vision
 SOF 302: Life In The Holy Spirit
 SOF 303: Praying in Tongues
 SOF 304: Producing Good Works Of Faith

Kingdom Studies

SOF 401: Introduction To The Kingdom
 SOF 402: Kingdom Leadership
 SOF 403: Kingdom Service
 SOF 404: Foundations For Kingdom Living

Advanced Studies 1 – Third Nine-Month Year Curriculum

Applied Principles Of Faith - II

SOF 501: The Gospel of Faith
 SOF 502: Faith For Your Work
 SOF 503: Grace To Grow
 SOF 504: Faith For Divine Protection

A Biblical View Of The Church

SOF 601: The Church: A Biblical View
 SOF 602: 21ST Century Kingdom Strategies
 SOF 603: Faith-Based Church Government
 SOF 604: Faith For The Harvest

Advanced Studies 2 – Fourth Nine-Month Year Curriculum

Faith-Based Theological Studies

SOF 701: Old Testament Review
 SOF 702: New Testament Review
 SOF 703: Excellency Of Christ
 SOF 704: The Purpose and Power of Grace

Practical Ministry Applications - II

SOF 801: Demonstrating Excellence
 SOF 802: Imparting The Spirit Of Faith
 SOF 803: Faith To Be A Witness
 SOF 804: Expanding Your Capacity

Upon completion of the first 9-month module, first year graduation will be scheduled and performed and certificates of completion for the nine month of study in the SOFBI will be granted. The same schedule will be followed for all nine-month curriculum modules completed, including graduation and certificate presentations.

COURSE DESCRIPTIONS

FAITH FUNDAMENTALS:

SOF 101: The Foundation Of Faith

This course is designed to build a fundamental understanding of those things that establishes the God-kind of faith. The student will learn through the scriptures how faith is created in the heart of each believer. Through the concepts laid out in these sessions the student will gain insight as to why and how God responds to faith. The primary objective of this course of study is to provide an in-depth appreciation for faith's creative origin.

SOF 102: Core Principles Of Faith

This course exposes the student to a basic working knowledge of the definition of faith. The student will learn how faith works and what faith is. Various dimensions of faith, expressions of faith, and Jesus' recognition of faith will be explored. The primary objective of this course is to create an environment of learning that will encourage participants to put faith to work in their everyday lives.

SOF 103: The Divine Nature Of Faith

This course will prepare the student to gain a revelation of the divine nature of faith and the order and process associated with faith. The student will gain an appreciation for the steps that are necessary to experience the full potential of faith power. The student will come to understand the reasons why some believers may experience faith failures. The primary objective of this course of study is to create an environment of learning that will show the student how to work faith to the degree that they get results.

SOF 104: The Door Of Faith

This course of study is intended to demonstrate the power of believing God at His Word. The student will gain an understanding of the decision making process that a believer goes through in order to choose an active lifestyle faith as opposed to devout religious living that yields no power and no results. These sessions will show ways in which biblical figures made the transition from religion to faith. The primary objective of this course is to encourage students to ensure that they are on the same path from religion into a lifestyle of faith.

APPLIED PRINCIPLES OF FAITH:

SOF 201: Overcoming Fear

This course is designed to provide an understanding of how to combat and overcome fear with faith by the Word of God. The student will learn the difference between satanic fear and the "fear of the Lord". The student will see through the smokescreen of intimidation and the enemy's strategies of deception. Through the concepts provided in these sessions various dimensions of fear are closely examined. The primary objective of this course is to create an environment of learning that will cause participants to overcome fear wherever and whenever it reveals itself.

SOF 202: Mountain Moving Faith

This course exposes the student to the process of handling adversity successfully. The student will learn that often times the problem with overcoming mountains in life is based on the self-image that we have and our perception of circumstances. Through the concepts provided in these sessions the student will learn how to take the scriptures and apply them to all areas of life where challenges are concerned. The primary objective of this course is to encourage participants to pray the Word of God and overcome all adversity.

SOF 203: How To Pray In Faith

This course of study prepares the student to understand the purpose and power of prayer. The student will learn through the scriptures how to pray effectively and in accordance to the will of God. Through the concepts provided in these sessions the student will understand that prayer is the management and the administration of the Word that allows God to intervene in earthly affairs. The primary objective of the course is to demonstrate that effective prayer means praying the Word only, resulting in biblical outcomes.

SOF 204: Faith For Abundance

This course is intended to demonstrate the power of the Blessing and to show through the scriptures that the blessing is designed to introduce each believer to the unlimited and abundant supply of God. The student will be informed as to the origin and purpose of wealth and true riches. The student will see that poverty is associated with the curse and that abundance is associated with God's plan for mankind. The primary objective of the course is to transform the thinking of the believer to that of one of success and prosperity in life.

PRACTICAL MINISTRY APPLICATIONS:

SOF 301: How To Develop Vision

One of the greatest tragedies in the earth is the lack and the absence of vision. This course is designed to teach the student how to believe God for vision, successfully develop vision, and strategically implement vision given to one by God. Many aspects of vision's definition is explored and examined throughout this course. Students will come away with a sense of empowerment and biblical understanding, as they are able to see God's dealings and relationship dynamics with the men and women of the scriptures in association with vision.

SOF 302: Life In The Holy Spirit

This course teaches dependency on the Holy Spirit as a way of life. A great deal of emphasis is given to introduce the Holy Spirit as the person of God that He is as opposed to seeing Him only as an intangible "power force" without the benefit of relationship. The student will learn in this course of study the importance of developing trust in the Holy Spirit to teach, direct, and to reveal to each believer all things necessary and critical to one's assignment in life.

SOF 303: Praying In Tongues

This course exposes the student to an intensive study on the power and the purpose of praying in tongues. For many believers, this spiritual dimension of Christian living is unknown or under-utilized. The primary objective of these sessions is to replace religious skepticism with insight of the scriptures regarding the ministry of tongues. This course will encourage the student to engage the Father and Holy Spirit through praying in tongues and to enhance one's prayer life with understanding and revelation of this biblical truth.

SOF 304: Producing Good Works Of Faith

This course is designed to create a fundamental understanding of the works that faith is designed to accomplish in the life of each believer. Students will learn that faith is always endeavoring to manifest through proofs or undeniable outcomes. These sessions will unveil the principles of using faith to believe and produce works that will provide benefit for humanity. This course emphasizes the importance of distinguishing between the works of the flesh and the works of God.

KINGDOM STUDIES:

SOF 401: Introduction To The Kingdom

This course is designed to build a fundamental understanding of the Kingdom of God. The student will learn through the scriptures how the Kingdom is defined and applied to our life on the earth. Through the concepts conveyed in these sessions the student will gain insight as to the role of the believer as a Kingdom citizen along with understanding the rights and privileges of Kingdom citizenship. The primary objective of this course is to provide an in-depth appreciation for the reality of God's Kingdom on this earth.

SOF 402: Kingdom Leadership

This course expresses the divine design of kingdom leadership. The void and absence of leadership is analyzed. Leadership is observed through studying biblical characters in the old and new testaments. God's relationship to humanity through His established leadership is critically examined. The student will be empowered to step up into kingdom leadership and discover one's own potential to lead in accordance to the gifts He has deposited into each of us.

SOF 403: Kingdom Service

This course is designed to provide an understanding of the ministry of helps and the significance that it has on the local church and the entire Body of Christ. The student will explore the heart of service, proper attitudes while serving, the spirit of excellence, and other related topics. The primary objective of this course is to create an environment of learning that will motivate the student to understand the connection between the heart of God and service in His Kingdom.

SOF 404: Foundations For Kingdom Living

This course is intended to provide understanding of the fundamental principles for Kingdom living. Basic review of salvation, water baptism, and Holy Spirit baptism are among the sessions reviewed in this class. The primary objective of this class is to confront ignorance of basic biblical concepts so that the believer can advance in Kingdom life.

Curriculum Material / Instructor Certification

The curriculum include the lessons, class reviews, study guides for exams, and exams. In addition, instructors are provided with Train the Trainer study materials, including video files of the teachings for enhanced preparation for classroom instruction. Certification will be provided to all prospective instructors and training is required before teaching the classes.

International Missions Program

In our endeavor to take the SOFBI to the nations of the world, graduates are encouraged to seek out opportunities to participate in the planting of SOFBI in the nations through our foreign mission program.

Graduation

Upon completion of each 9 month curriculum module, students participate in a formal graduation where they receive their certificates of completion. Students must adhere to the following requirements for graduation: successful completion (minimum 2.5 GPA), all classroom requirements fulfilled (homework and/or thesis assignments), attendance requirements fulfilled at a minimum rate of 90%, and meet any financial requirements where applicable.

INTERNATIONAL STRUCTURE

Leadership Team

The international leadership team in each nation may consist of a national director and/or regional director, teachers, and support volunteers providing administrative, technical, and logistical support. The national director reports to the global director.

Curriculum

The curriculum will be translated in the language of the student body. The curriculum will be provided electronically to the national director, disseminated for duplication to regional directors when applicable. Each registered student will be in possession of their own study guides/books for each class.

Class Reviews, Study Guides, and Exams

When applicable, class reviews will be disseminated weekly and returned completed to the instructor for verification of completion. After completing session ten of each course, students will be given study guides that will prepare them for exams. On the day that the next course begins, following the completion of session ten, students will take exams for previous course. Exams will be graded and recorded by the administrative team.

Tuition

The tuition shall be determined by the leadership team as it may vary from nation to nation. The tuition shall be sufficient to cover all operational cost including cost for duplicating study materials, venue fee, teacher stipend, and other necessary costs associated with conducting weekly classes and graduation.

Venue

The leadership team will secure a venue that is centrally located and provides accessibility for the students of a given region.

Train The Trainer

Instructors will complete Train The Trainer course. The Train The Trainer course will include video instruction, Trainer's Guide, and the How To Teach The Word course. Prospective instructors will complete each course in the Train The Trainer format before teaching the course.