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Practical Guide

FOR USING
SGC CURRICULUM

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The SGC curriculum is designed to train and equip Christian leaders. While these courses may be studied individually, we believe that training is best accomplished in a structured group setting. This guide is designed to practically assist you for adapting SGC to your specific context to effectively establish an indigenous training program.



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Step 1

Determine Classroom Structure

SGC can be used in different settings. It is important to begin by determining how your training program would best function within your specific context.

1. Informal settings

In this setting, the group meets regularly to study the courses, but exams and assignments are not required and completed work is not graded.

2. Formal setting

In this setting, the group is led by a qualified instructor or facilitator, and a structured system is in place for recording grades, tracking progress, and keeping financial records. For this structure, it is recommended to create a unique identity.

See Appendix A



Step 2

Design A Course of Study

Any SGC course may be taken at any time, but the starting point can be tailored to your context.

1. Adapt to your audience

Each audience will have different dynamics, needs, and interests. These should be taken into consideration for selecting your starting point. For a formal classroom structure, a cycle may be set up to offer all available SGC courses within a specified period of time.

See Appendix B

2. Suggested starting points

- For pastors, it may be best to begin with *Ministry Leadership*, *Principles of Communication*, *Survey of Church History I & II*, or *The Life and Ministry of Jesus*.
- For laymen who want to become more doctrinally grounded, *Christian Beliefs* or *Romans* may be a good starting point.
- For believers who want to grow spiritually, *Spiritual Formation* may be most helpful.
- For new converts who are just beginning their walk with Christ, *Exploring the OT*, *Exploring the NT*, or *Principles of Biblical Interpretation* will help to orient them.
- For unbelievers who have serious doubts and/or questions about Christianity, *Apologetics* and *World Religions and Cults* address these issues.



Step 3

Choose A Location

SGC can be used anywhere. Deciding upon a meeting location will be influenced by the accessibility and availability of your audience.

1. Physical location

Where there are multiple students within the same vicinity, in-person meetings are favorable. Physical locations may include church sanctuaries, living rooms, patios, parks, coffee shops, etc.

2. Virtual locations

In locations where face-to-face meetings are not feasible, virtual platforms are useful. These include Zoom, Google Classroom, WhatsApp, etc.



Step 4

Create A Schedule

SGC is flexible. Single or multiple courses may be offered in a variety of scenarios.

1. Daily meetings

Classes may be offered each day where students are readily available and are capable of taking multiple courses simultaneously. With daily meetings, courses may be completed within weeks.

2. Weekly meetings

For students who are unable to study full-time, meeting once a week may work best. With weekly meetings, 12 to 15 weeks are required to complete a course.

3. Monthly meetings

Where frequent meetings are not possible, students may gather monthly for intensive classes which cover multiple lessons at a time. With monthly meetings, a course may require 3 to 6 months to complete.



Step 5

Stay Organized

SGC provides a systematic approach to biblical training. However, additional preparation and organization is required for achieving maximum effectiveness.

1. Plan ahead

Communicate with your audience ahead of time regarding the schedule and course of study. Basic information may be communicated via brochures, flyers, social media posts, and personal contact with local Christian leaders.
See Appendix C

For those interested in receiving further information, a document should be prepared for sharing the specifics of class requirements, class procedures, and tuition costs if applicable.
See Appendix D

For formal study, a syllabus should be created for each course which details meeting times, course grading, lesson material to be covered, and due dates for assignments and exams.
See Appendix E

2. Record grades

Where assignments and exams are completed and submitted, it is important that these be evaluated by an instructor. Student grades should be recorded and feedback should be given for the purpose of student development.
See Appendix F

3. Track progress

As courses are completed, progress should be tracked in order to have student records for future reference.

4. Keep financial records

The SGC curriculum is a free resource. However, instructors are permitted to charge tuition. This helps to ensure that students value the instruction they are receiving.

See Appendix G



Step 6

Celebrate and Promote

SGC offers a certificate of completion for students who complete any of our courses. This presents an opportunity for celebration and promotion.

1. Celebrate achievements

To receive a certificate of completion, you must contact SGC directly. Once certificates are obtained, we encourage you to take the time to celebrate student achievements with family and friends.

2. Promote future courses

Times of celebration motivate current students to continue their studies. These events can also attract new participants. Flyers and brochures should be prepared ahead of time for promoting future courses.



Appendix A

Sample Name and Vision Statement



Name:

Ezra Biblical Seminary

Mission Statement:

Ezra Biblical Seminary exists to make disciples of Christ who accurately know God's Word, practically obey God's Word, and effectively share God's Word with others.

WHAT is Ezra Biblical Seminary?

Ezra Biblical Seminary is a local Christ-centered theological training center dedicated to equipping the body of Christ and expanding the Kingdom of God.

WHO is Ezra Biblical Seminary for?

It is for anyone who recognizes the need to increase in the knowledge of God and grow in Christ-likeness.

WHY Ezra Biblical Seminary?

In the Old Testament we learn from Ezra the scribe that through the preparation of one's heart, we can successfully know, obey and share the Word of God (Ezr 7:10). Following this example, we will be enabled to "walk in a manner worthy of the Lord, fully pleasing to him: bearing fruit in every good work and increasing in the knowledge of God" (Col 1:10). Ezra Biblical Seminary prepares the student to achieve these goals.

- **KNOW:** if we are not knowing God's Word, we cannot practically obey it.
- **OBEY:** if we are not obeying God's Word, we cannot effectively share it.
- **SHARE:** if we are not sharing God's Word, we are not accurately knowing it nor obeying it.



Appendix B
Sample 2-Year Cycle

Semester 1:

Exploring the New Testament
Principles of Biblical Interpretation
Spiritual Formation
Introduction to Apologetics
Ministry Leadership

Semester 2:

Exploring the Old Testament
Principles of Communication
Christian Beliefs
Doctrine and Practice of the Church
Practical Christian Living

Semester 3:

Romans
Life and Ministry of Christ
Survey of Church History I
World Religions and Cults
Eschatology


Semester 4:

Christian Worship
Survey of Church History II
Doctrine and Practice of the Church
Biblical Evangelism and Discipleship

Appendix C
Sample Promotional Flyer

... Ezra had
PREPARED
his
HEART

...
Ezra 7:10




**PREPARE YOUR HEART TO KNOW,
OBEY, AND SHARE:**


Exploring the New Testament
Spiritual Formation
Introduction to Apologetics
Principles of Biblical Interpretations

CLASS START DATE:
August 2, 2022

CONTACT US:
(123) 456 7890



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ESDRAS



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BÍBLICO
ESDRAS

Sample General Information Packet

FA22 Class Schedule/Course Descriptions:

- Tuesdays, 5:00 PM – Principles of Biblical Interpretation: teaches the student how to practically apply principles for an accurate interpretation of God's Word.
- Tuesdays, 6:30 PM – Christian Beliefs: equips the student with a basic knowledge of the fundamentals of the Christian faith.
- Thursdays, 5:00 PM – Exploring the Old Testament: gives an overview of the OT focusing on God's nature and His purpose for mankind.
- Thursdays, 6:30 PM – Introduction to Apologetics: prepares the student to present a humble defense of the Christian faith and the hope found in Jesus Christ.

Course Pricing:

- The cost per course is \$100 which is divided into four payments of \$25.
- The first payment is due upon registering; the three remaining payments are due on the first of each month.
- A late payments will incur a fee of \$5 per week.
- Digital copies of the courses are free. For students who desire a physical copy, these may be purchased for an additional \$25.



General Procedures:

- The duration of each course: 12-15 weeks.
- Each course will require approximately 15-30 hours of out-of-class assignments (1-2 hours per week).
- Students are expected to be punctual; three tardies constitute an absence.
- Students are expected to have read the corresponding lesson before arriving to class.
- Each week, students are expected to turn in assignments, report on assigned reading, and take an exam (if applicable) from the previous week's material.

Requirements for SGC Certificates of Completion:

- The student must satisfactorily complete and turn in all required assignments before the final class period.
- The student may not miss more than three classes over the duration of a course.
- The student may not have outstanding debt.
- The student must maintain a grade point average of 65% or higher.



Appendix E

Sample Course Syllabus



Principles of Biblical Interpretation

Meeting Time	Tuesdays from 5:00 PM to 6:30 PM
Course Requirements	1) Read the lessons to be covered prior to arriving to class 2) Complete previous week's assignments prior to arriving to class 3) Complete and present final project
Course Grading	The final grade will be calculated in the following manner: 33% - Reading of course textbook 33% - Weekly assignments 33% - Final project

Course Calendar

Class Date	Topic	Assignments to Be Submitted
Aug 2	Lesson 1 - Intro to Biblical Interpretation	-
Aug 9	Lesson 2 - Step One: Looking at a Verse	Asgmt 1, 2, y 3 (pg 15)
Aug 16	Lesson 3a - Step One: Looking at Larger Sections	Asgmt 1 (pg 32)
Aug 23	Lesson 3b - Step One: Looking at Larger Sections	"Your Turn" (pg 40)
Aug 30	Lesson 4 - Intro to Interpretation	Asgmt 1 (pg 49)
Sep 6	Lesson 5a - Step Two: Context I	"Your Turn" (pp 57-58)
Sep 13	Lesson 5b - Step Two: Context II	Questions 1-5 (pg 82)
Sep 20	Lesson 6 - Step Two: Word Studies	Questions 6-9 (pg 82)
Sep 27	Lesson 7 - Step Three: Application	Asgmt 4 (pg 98)
Oct 4	Lesson 8 - Principles of Interpretation	Asgmt (pg 110)
Oct 11	Lesson 9 - Building a Bible Study Library	"Your Turn" (pg 120)
Oct 18	Student Presentations	Final Project
Oct 25	Lesson 10: Putting it all Together	-
Nov 1	Final Questions	-

Appendix F

Sample Grading Rubric

	25	20	15	10	Points
Content	Student demonstrates solid understanding of course materials	Student demonstrates average understanding of course materials	Student demonstrates inferior understanding of course materials	Student fails to demonstrate understanding of course materials	
Organization	Assignment is well organized and shows logical progression	Assignment is mostly organized and shows some logical progression	Assignment lacks organization and shows little logical progression	Assignment has no organization and shows no logical progression	
Mechanics	Assignment is free of misspellings and grammatical errors	Assignment has few misspellings and grammatical errors	Assignment has numerous misspellings and grammatical errors	Assignment is unintelligible due to misspellings and grammatical errors	
Responsibility	Assignment is submitted on time	Assignment is submitted shortly after due	Assignment is submitted days late	Assignment is submitted weeks late	
					/100



Appendix G

Example of How to Charge Tuition

Ezra Biblical Seminary in Oaxaca, Mexico charges 400 Mexican pesos for each 15-week course. Tuition is received in four payments, the first upon registering and the remaining three at the first of each month. The average minimum daily wage in Oaxaca is 200 pesos. Each monthly payment is equivalent to half a days' wages for the minimum-wage worker.





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download our free app at

[SHEPHERDSGLOBAL.ORG](https://shepherdsGLOBAL.ORG)