



*Preparing Servants for Christ*

## **Student Handbook**



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## DOCTRINAL STATEMENT

**Authority** – We believe the authority to administer spiritual matters including teaching, belongs to the local church. The Heritage Baptist Institute is operated as a teaching ministry of Heritage Baptist Church of Missouri City, Texas.

The church owns and governs the operations of the school. All matters concerning teachers, subjects and policies are under the authority of the church. School activity is under direct oversight of a five member board of trustees elected by the church.

1. We believe in the plenary verbal inspiration and inerrancy of the whole Bible as originally written, and that it is the all-sufficient rule of faith and practice. (Psalm 119:160; 2 Timothy 3:16,17)
2. We believe in the personal triune God; Father, Son, and Holy Spirit, equal in Divine perfection. (Matthew 28:19)
3. We believe in the Genesis account of creation. (Genesis chapters 1-2)
4. We believe Satan is a fallen angel, the archenemy of God and man. The unholy god of this world, and that his destiny is the eternal lake of fire. (Isaiah 14:12-15; Ezekiel 28:11-19; Mathew 25:41; 2 Corinthians 4:4; Ephesians 6:10-17; Revelation 20:10)
5. We believe in the virgin birth and sinless humanity of Jesus Christ. (Matthew 1:10-20; 2 Corinthians 5:21; 1 Peter 2:22)
6. We believe in the deity of Jesus Christ. (John 10:30; John 1:4,5,8; 2 Corinthians 5:19)
7. We believe the Holy Spirit is the divine administrator for Jesus Christ in His churches. (Luke 24:49; John 14:16-17; Acts 1:4,5,8; Acts 2:1-4)
8. We believe that miraculous spiritual gifts were done away when the Bible was completed, and that the abiding spiritual gifts are faith, hope and love. (1 Corinthians chapters 12-14)
9. We believe man was created in the image of God and lived in innocence until he fell by voluntary transgression from his sinless state, the result being that all mankind are sinners.
10. We believe that the suffering and death of Jesus Christ was substitutionary for all mankind, and is efficacious only to those who believe. (Isaiah 53:6; Hebrews 2:9; 1 Peter 2:24, 3:18; 2 Peter 3:9; 1 John 2:2)

11. We believe in the bodily resurrection and ascension of Christ and the bodily resurrection of His saints. (Matthew 28:1-7; Acts 1:9-11; 1 Corinthians 15:42-50; 1 Thessalonians 4:13-18)
12. We believe in the pre-millennial, personal, bodily return of Christ as the crowning event of the Gentile age. This event will include the resurrection of the righteous, and the Millennium will be followed by the resurrection of the unrighteous to eternal punishment in the lake of fire. (John 14:1-6; 1 Thessalonians 4:13-18; 2 Thessalonians 2:8; Revelation chapters 19,20:4-6,11,15, 21:8)
13. We believe that the depraved sinner is saved wholly by grace through faith in Jesus Christ, and the requisites to regeneration are repentance toward God and faith in the Lord Jesus Christ (Luke 13:3,5; John 3:16,18; Acts 20:21; Romans 6:23; Ephesians 2:8,9) and that Holy Spirit convicts sinners, regenerates, seals, secures and indwells every believer. (John 3:6; John 16:8,9; Romans 8:9-11; 1 Corinthians 6:19,20; Ephesians 4:30; Titus 3:5)
14. We believe all who trust Jesus Christ for salvation are eternally secure in Him and shall not perish. (John 3:36; 5:24; 10:27-30; Romans 8:35-39; Hebrews 10:39; 1 Peter 1:5)
15. We believe God deals with believers as His children and the He chastises the disobedient and rewards the obedient. (Matthew 16:27, 25:14-23; John 1:12; Hebrews 12:5-11; 2 John chapter 8; Revelation 22:12)
16. We believe Jesus Christ established His church during His ministry on earth and that it is always a local, visible assembly of scripturally baptized believers, in covenant relationship to carry out the commission of the Lord Jesus Christ, and each church is an independent, self-governing body, and no other ecclesiastical body may exercise authority over it. We believe Jesus Christ gave the Great Commission to New Testament churches only, and promised the perpetuity of His churches. (Matthew 4:18-22, 16:18, 18:15-18, 28:19-20; Mark 1:14-20; John 1:35-51; Ephesians 3:21)
17. We believe there are two pictorial ordinances in the Lord's churches: Baptism and the Lord's Supper. Scriptural baptism is the immersion of penitent believers in water, administered by the authority of a New Testament church in the name of the Father, Son and Holy Spirit. The Lord's Supper is a memorial ordinance, restricted to members of the church observing the ordinance. (Matthew 28:19-20; Acts 8:12,38; Romans 6:4; 1 Corinthians 5:11-13, 11:1-2, 17:20,26)

18. We believe there are two divinely appointed offices in a church, pastor and deacons, to be filled by men whose qualifications are set forth in Titus and Timothy.
19. We believe all associations, fellowships and committees are, and properly should be, servants of and under control of, the churches. (Matthew 20:25-28)
20. We believe in the complete separation of church and state. (Matthew 22:21) and affirm our belief in civil obedience unless the laws and regulations of civil government run contrary to the Holy Scriptures (Romans 13:1-7; 1 Peter 2:13-15)

## **HISTORY**

Heritage Baptist Institute is the culmination of five years of prayer, research, questions, discussions and soul searching. Ultimately, the decision had to be made by the visionary congregation of then Bellaire West Baptist Church now named Heritage Baptist Church of Missouri City, Texas. If approved, they would become the sponsoring Church with the responsibility attached to such an ambitious endeavor. If disapproved, the hope for a school in the Houston Area would lie dormant until another time and perhaps another sponsoring church.

The answer came on June 26, 1991, when the church voted to establish South Texas Baptist Institute. A decision made in faith became a reality September 9, 1991, when twenty-two students enrolled for classes.

The collective thinking of pastors, layman and prospective students was considered when formulating philosophies, curricula and policies. A dynamic, healthy organization undergoes change. One change has been to change the name to Heritage Baptist Institute (HBI).

In the spring of 2003 HBI received property in LaMarque, Texas. Approximately four acres, a three bedroom home, a Church building and fellowship building were donated to HBI by Cornerstone Baptist Church of LaMarque. The school began holding classes in the donated facilities for the Fall 2003 semester. In 2005, HBI was moved to its permanent home at Heritage Baptist Church in Missouri City, Texas.

## PHILOSOPHY

The administration and staff of HBI are committed to an education philosophy which employs four training methods for maximum effectiveness.

1. **Instruction** by teachers with both academic and experiential qualifications. Classroom instruction enlarges written information, provides immediate answers to questions, aids application and improves comprehension.
2. **Research and disciplined studies** serve as the core of ministry training. Study of the Bible is a continuing quest. To this end, the curriculum at HBI develops student research proficiency for a lifetime of enjoyable study.
3. **Communication** of knowledge is both effective and satisfying. Development of oral and written communication skills prepares the student to more effectively use their knowledge.
4. **Service** is the ultimate goal of Christian Education. Jesus set the example when He came, not to be served, but to serve. Service is the product of learning, and learning comes through serving.

## GENERAL INFORMATION

***Handbook*** – This handbook serves as a guide for students desiring to attend HBI. It is not intended to serve as a contract and the information contained within is valid until superseded by the next printing.

***Purpose*** – HBI exists to train pastors, missionaries and evangelists as well as teachers and leaders. The environment of the school promotes spiritual and personal development in students. Instructional goals encourage students to reach for excellence in scholarship, keeping the Bible as the plan and purpose of all study.

***Locations*** – HBI is located at 2223 FM 1092, Murphy Road, Missouri City, Texas 77459. Classes are conducted here and at the extension campus in Beaumont. The Beaumont extension campus is located at 605 S. 11th Street, Beaumont, TX 77701.

***Library*** – HBI offers students a library system that can support the most ambitious scholarly research. The library is located at the Missouri City campus at the sponsoring church, Heritage Baptist Church.

***Organization*** – HBI is operated as a ministry of Heritage Baptist Church with the support, endorsements and cooperation of the churches of the Missionary Baptist Association of Texas.

The school operates under the laws of the State of Texas as a non-profit trust foundation. Contributions are tax exempt. All funds are held and administered by Heritage Baptist Church through trustees elected by the church. Records of all finances are maintained, audited and reported to contributors on an annual basis. All contributions are receipted to the donor.

***Employment Opportunities*** – The Houston economy offers many opportunities for employment. The economy is strong in virtually every occupational field. Classes are scheduled in the evenings each week with Saturday seminars scheduled on a periodic basis. This plan allows students to work while completing their education.

**Association Affiliation** – Heritage Baptist Institute affiliates with the churches of the American Baptist Association, Missionary Baptist Association of Texas and the South Texas Missionary Baptist Association.

**Educational Affiliation** – HBI affiliates with the American Baptist Association of Theological Schools (ABATS) and conforms to their catalog of uniform standards. Transcripts are maintained and become a permanent record of the student’s educational progress. The student receives a diploma at graduation and a certificate of merit as they progress.

**Accreditation** - HBI is an independent institution of Bible learning and is not accredited through any national or regional accrediting agencies recognized by the United States Department of Education, nor does HBI choose to seek accreditation at this time. We do not believe that this lowers the value of the education received at HBI. As stated, we are an institution of Bible learning and as such have high standards that our students are required to meet. Our independence, however, does allow for flexibility and sensitivity regarding the needs of our students who simply wish to receive a sound Bible education. Since HBI is not an accredited institution, no guarantee is made concerning the transfer of credits.

**Grading System**

4 points	A	95-100	Superior
3 points	B	86-94	Above Average
2 points	C	76-85	Average
1 point	D	70-75	Passing
0 points	F	69 or below	Failure

**Course Numbering System** – The first letters indicate the category of the class such as Language (LNG), New Testament (NTS), Christian Education (CHED) and etc. The first number indicates the year of study. The second number indicates the semester of study (1 for 1st semester and 2 for classes requiring a second semester as with a two semester class, 3 for 1st semester only and 4 for 2nd semester only). The last number is an administrative number used as part of the class numbering system. For example, LNG 111 would be a Language class (in this case English I), first year, first semester.

## STUDENT LIFE INFORMATION

**Worship Life** – HBI’s aim is to advance each student’s appreciation and love for God. To this end, an environment favorable to devotion is maintained. Worship is integrated into every aspect of school life. Students are required to attend worship services on a regular basis. In specified courses students can earn credit by serving a congregation in a supervised laboratory environment. Guest lecturers are invited to speak, exposing student to a broad range of knowledge and critical thinking. Students are frequently invited to lead special services and ceremonies sponsored by area churches.

**Dress Code** – Students and faculty are required to dress in keeping with the school goal of fostering an atmosphere of worship. With most classes held in the evening, the dress code is casual. However, the following guidelines are set:

### **EVERYONE**

All persons are expected to practice daily personal hygiene. Christians are expected to dress modestly so as not to cause a weaker one to stumble. You are always representing Christ.

### **MEN**

Acceptable: Slacks or jeans with long sleeve or short sleeve shirt. Tie is optional.

Unacceptable: Shorts, cut-offs, T-shirts, tank tops, shirts unbuttoned below the collar, and printed shirts with lewd messages.

Footwear: Shoes with socks. No flip-flops or bare feet.

Grooming: Hair length is optional but must be neatly groomed. Beards and mustaches neatly trimmed.

### **WOMEN**

Acceptable: Modest skirt lengths and dress slacks.

Unacceptable: Shorts, sundresses, mini-skirts, halter tops and bare midriffs.

Footwear: Flip-flops and bare feet are not permitted.

***Pastoral Supply*** – Ministerial students are encouraged to speak at every opportunity. The school maintains contact with area churches who invite students to fill the pulpits on various occasions. Churches seeking pastors may contact the school for qualified candidates.

***Pastoral Field Training and Internships*** – Learning by doing is an important part of education at HBI. The ministerial student can gain valuable experience in the field that cannot be duplicated in the classroom. Under careful tutelage of an experienced pastor, the student sees the ministry at work. Ministerial students are encouraged to take advantage of opportunities to learn from experienced pastors.

***Ministry Enrichment*** – Churches of the South Texas Missionary Baptist Association bring many outstanding speakers to the area through revivals and Bible conferences. Students are encouraged to attend as many of these services as possible. Extra credit is given when a student attends such services and returns with a written report of the service.

## FINANCIAL ASSISTANCE SOURCES

***The Stacy McIntosh Memorial Scholarship*** – Established by the Heritage Baptist Church in honor of the late Stacy McIntosh, minister of music and first administrator of the South Texas Baptist Institute, now known as HBI. This one year scholarship is available to any full time student who has surrendered to the ministry. Awards will be made on the basis of need and scholastic aptitude. Applications will be considered by the scholarship committee of Heritage Baptist Church. Applications in the form of a resume and biographical sketch must be forwarded to the pastor of Heritage Baptist Church by July 31. The scholarship covers all tuition, fees and books.

***Financial Hardship*** – It is the intent of HBI that no worthy student be denied the privilege of education. Any student with a desire and aptitude to succeed who lacks financial resources to meet the expense of schooling is encouraged to contact the pastor of Heritage Baptist Church. Often, individual donors are available to help worthy applicants.

## SCHOOL PUBLICATION

***The Baptist Companion*** – This publication is published quarterly during the year. The paper will report school news and news for churches throughout the nation. Writers are encouraged to submit inspirational articles for publication.

## AUXILIARIES

***Student Council*** – A student council is active among the student body. It represents the student body to the faculty and trustees. A member of the faculty will be an advisor to the officers of the Student Council.

***Alumni Association*** – The alumni of HBI are active in support of the school. Students who graduate or leave the area are encouraged to keep in touch with the school through the Alumni Association.

## ADMISSION INFORMATION

**Admission Methods** – In order to maintain credibility of the school as an educational institution, it is necessary to establish admission and retention standards. A student may be admitted in one of the following ways, General Admission, Special Admission, or Special Course Admission.

**General Admission** – To qualify for general admission a prospective student must:

1. Present evidence of salvation and a consecrated life. This is best accomplished with a letter from a pastor, or other officer of the church of his/her membership, who has sufficient contact with the prospective student to make a recommendation.
2. Have graduated from high school or passes the high school equivalency examination (GED).
3. Filed the admissions application.
4. Filed all transcripts from high school, vocational institutions, religious schools and colleges/universities attended.
5. Pay the application fee.

**Special Admission** – Prospective students who have not graduated high school or passed the equivalency examination will be accepted by special admission. In such cases the prospective student must:

1. Present evidence of salvation and a consecrated life (see item 1 under General Admissions).
2. Filed the admission application.
3. Filed all transcripts from high school, vocational institutions, religious schools and colleges/universities attended.
4. Pay the application fee.

**Note: A student admitted under special conditions due to lack of high school may remove the restriction by passing the high school equivalency examination (GED). In the event the restriction is not removed prior to graduation, a diploma will not be granted. Instead, the student will receive a certificate of completion for the course of instruction.**

***Specific Course Admission*** – Students enrolling for specific courses and not pursuing a diploma will be admitted as special students. The prospective student must:

1. Present evidence of salvation and a consecrated life (see item 1 under General Admissions).
2. Filed the admission application.
3. Pay the application fee.
4. **The registration fee is waived for special courses.**

Individual special course students will receive a certificate of completion and transcript credit.

***Seminar Admission*** – HBI seminars are open to the public on an available seating basis. Priority is given to HBI students. A prospect interested in seminar training must:

1. File the seminar enrollment form.
2. Pay the semester hour charge.
3. Purchase the required study material.

Seminar participants, who are not enrolled at HBI, will receive a certificate of completion. If they later enroll as a student, credit for the completed course will be entered on their transcript.

***Late Admission*** – Late enrollment will not be accepted following the second week of classes except by special permission of the Academic Dean and instructor. All work missed must be made up before course credit will be issued. A late fee of \$10 is charged after the scheduled registration date.

***Payment of Tuition and Fees*** – The one application fee (\$10) must accompany the application form. Tuition, registration fee, library fee and lab fees are due upon registration. Special arrangements for deferred payment will be considered by the business office.

***Non-Discrimination*** – HBI does not discriminate against any qualified person the grounds of race, color, national or ethnic origin, age, sex or physical handicap. This policy applies to all admissions and academic policies, and all school activities.

***Transfer of Credit*** – Credits from other schools are accepted when they can be considered equal to or higher than HBI requirements. Transcripts of course work must be provided for evaluation. If possible, a synopsis of the course as published in the college catalog should be provided as this will help to determine the level of completed work. In all cases a grade of “C” or better is required for acceptance of transfer credit.

***Schedule Changes*** – Schedule changes are permitted during the first two weeks of classes without penalty. Schedule changes after the second week of classes will be considered only in special cases of hardship.

***Adding a Course*** – Courses may be added during the first two weeks of each term. Addition of a class must have instructor approval. Apply through the business office.

***Withdrawal and Dropping a Course*** – A student needing to withdraw from school or drop a course should follow proper procedure. This includes:

1. Advising the instructor a problem exists.
2. Counseling with an advisor on ways to solve the problem.
3. Filling out a drop form in the business office.
4. Paying or making arrangements for payment on balances.

Drops during the first six weeks of a term will be graded “W”. During the second six weeks grades will reflect the scholastic status “WP” (Withdrew Passing) or “WF” (Withdrew Failing). See also Tuition refund policy.

Dropping without notification and following procedure may affect readmission.

***Dismissal*** – Conduct and attitude are an important part of the learning environment. A student who exhibits conduct unbecoming a Christian will be dismissed.

A student who fails to demonstrate ability to do satisfactory work will be advised to withdraw. However, the student can opt to audit the course on a non-credit basis with instructor approval.

***Auditing Policies*** – Students may audit courses offered at Heritage Baptist Institute. Attendance records will be kept, but no test will be given and the student will receive no grade or credit. The same tuition and fees apply. Registration procedures are the same as courses for credit.

***Attendance Policies*** – Class attendance is a necessary requisite for learning. Students are expected to be in attendance and on time. Make-up work will be assigned to absentees.

A student tardy three times will be considered to have been absent one time resulting in a make-up assignment.

## **CURRICULA AND COURSE INFORMATION**

Heritage Baptist Institute offers the following programs leading to a diploma:

### ***English Bible***

**Certificate of English Bible (64 credits)**

**English Bible Diploma (128 credits)**

**Graduate Diploma of English Bible (160 credits)**

### ***Theological Studies***

**Theological Studies Diploma (128 credits)**

**Graduate Diploma of Theological Studies (160 credits)**

### ***Biblical Counseling***

**Certificate of Biblical Counseling (64 credits)**

### ***Biblical Studies***

**Certificate of Biblical Studies (64 credits)**

**The Scholar program is by invitation only and includes: Scholar of English Bible and Scholar of Theological Studies.**

## ENGLISH BIBLE REQUIREMENTS

### First Year Recommend Study

#### 1st Semester

<input type="checkbox"/>	LNG 111	English I	3
<input type="checkbox"/>	NTS 111	New Testament Survey I	3
<input type="checkbox"/>	MIN 131	Ministerial Practicalities	3
<input type="checkbox"/>	PRE 131	Homiletics	3
<input type="checkbox"/>	LEC 111	Lecture/Chapel	1
<input type="checkbox"/>		Elective	3
			Total Hours 16

#### 2nd Semester

<input type="checkbox"/>	LNG 122	English II	3
<input type="checkbox"/>	NTS 122	New Testament Survey II	3
<input type="checkbox"/>	MIN 142	Church Polity	3
<input type="checkbox"/>	PRE 123	Speech I	3
<input type="checkbox"/>	LEC 122	Lecture/Chapel	1
<input type="checkbox"/>		Elective	3
			Total Hours 16

### Second Year Recommended Study

#### 1st Semester

<input type="checkbox"/>	SCT 211	Life of Christ I	3
<input type="checkbox"/>	PRE 213	Expository Preaching	3
<input type="checkbox"/>	MIN 215	Personal Evangelism I	3
<input type="checkbox"/>	MIN 213	Missions I	3
<input type="checkbox"/>	LEC 111	Lecture/Chapel	1
<input type="checkbox"/>		Elective	3
			Total Hours 16

#### 2nd Semester

<input type="checkbox"/>	SCT 222	Life of Christ II	3
<input type="checkbox"/>	MIN 224	Missions II	3
<input type="checkbox"/>	CHED 231	Hermeneutics	3
<input type="checkbox"/>	MIN 226	Personal Evangelism II	3
<input type="checkbox"/>	LEC 122	Lecture/Chapel	3
<input type="checkbox"/>		Elective	3
			Total Hours 16

### **Third Year Recommend Study**

#### **1st Semester**

<input type="checkbox"/>	OTS 311	Old Testament Survey I	3
<input type="checkbox"/>	CHED 332	Bible Geography	3
<input type="checkbox"/>	COU 311	Biblical Counseling I	3
<input type="checkbox"/>	THE 311	Systematic Theology I	3
<input type="checkbox"/>	LEC 111	Lecture/Chapel	1
<input type="checkbox"/>		Elective	3
			Total Hours 16

#### **2nd Semester**

<input type="checkbox"/>	OTS 322	Old Testament Survey II	3
<input type="checkbox"/>	NTS 338	Revelation	3
<input type="checkbox"/>	COU 322	Biblical Counseling II	3
<input type="checkbox"/>	THE 322	Systematic Theology II	3
<input type="checkbox"/>	LEC 122	Lecture/Chapel	1
<input type="checkbox"/>		Elective	3
			Total Hours 16

### **Fourth Year Recommended Study**

#### **1st Semester**

<input type="checkbox"/>	CHED 433	History of Religion	3
<input type="checkbox"/>	CHED 434	Manners & Customs of BL	3
<input type="checkbox"/>	MIN 437	Apologetics	3
<input type="checkbox"/>	THE 433	Eschatology	3
<input type="checkbox"/>	LEC 111	Lecture/Chapel	1
<input type="checkbox"/>		Elective	3
			Total Hours 16

#### **2nd Semester**

<input type="checkbox"/>	CHED 445	Baptist History	3
<input type="checkbox"/>	OTS 442	Study of the Prophets	3
<input type="checkbox"/>	NTS 447	Pastoral Epistles	3
<input type="checkbox"/>	CHED 446	Church Finance	3
<input type="checkbox"/>	LEC 122	Lecture/Chapel	3
<input type="checkbox"/>		Elective	3
			Total Hours 16

## Graduate Diploma of English Bible

The Candidate must have completed the requirements for the English Bible Diploma plus the following:

### Fifth Year Recommend Study

#### 1st Semester

<input type="checkbox"/>	SCT 513	Christ of the Old Testament I	3
<input type="checkbox"/>	LEA 531	Life of Joshua	3
<input type="checkbox"/>	THE 534	Pneumatology	3
<input type="checkbox"/>	COU 512	Bible Psychology I	3
<input type="checkbox"/>	LEC 111	Lecture/Chapel	1
<input type="checkbox"/>		Elective	3
			Total Hours 16

#### 2nd Semester

<input type="checkbox"/>	SCT 524	Christ of the Old Testament II	3
<input type="checkbox"/>	LEA 542	Leadership of the Judges	3
<input type="checkbox"/>	LNG 543	Theological Writing	3
<input type="checkbox"/>	COU 523	Bible Psychology II	3
<input type="checkbox"/>	LEC 122	Lecture/Chapel	1
<input type="checkbox"/>		Elective	3
			Total Hours 16

The Graduate Diploma requires in addition to the hours listed an acceptable thesis consisting of a minimum of 25,000 words. The outline must be submitted for approval at the beginning of the post graduate work, ordinarily at the beginning of the fifth year.

### Theological Studies Diploma

This course of study requires that the student complete two semesters of Greek and two semesters of Hebrew in addition to the requirements listed for the English Bible Diploma. These classes may be taken as electives or upon approval of the Academic Dean be substituted for other required courses.

**Note:** A 5,000 word thesis is required before entering the Graduate Diploma program.

## **Graduate Diploma of Theological Studies**

This course of study requires the student complete all the requirements for the English Bible Diploma, four semesters of Greek and four semesters of Hebrew. The languages may be taken as electives or upon approval of the Academic Dean they may be substituted for other required courses.

A 25,000 word thesis is required upon completion of the required courses.

## **BIBLICAL STUDIES REQUIREMENTS**

### **First Year Recommend Study**

#### **1st Semester**

<input type="checkbox"/>	OTS 133	Early World History	3
<input type="checkbox"/>	SCT 211	Life of Christ I	3
<input type="checkbox"/>	NTS 133	Early Church History	3
<input type="checkbox"/>	LEC 111	Lecture/Chapel	1
			Total Hours 10

#### **2nd Semester**

<input type="checkbox"/>	OTS 144	Journey from Egypt to Canaan	3
<input type="checkbox"/>	SCT 222	Life of Christ II	3
<input type="checkbox"/>	NTS 144	General Epistles	3
<input type="checkbox"/>	LEC 122	Lecture/Chapel	1
			Total Hours 10

### **Second Year Recommended Study**

#### **1st Semester**

<input type="checkbox"/>	OTS 235	The Judges	3
<input type="checkbox"/>	NTS 215	Pauline Epistles I	3
<input type="checkbox"/>	OTS 218	Hebrew Literature I	3
<input type="checkbox"/>	LEC 111	Lecture/Chapel	1
			Total Hours 10

#### **2nd Semester**

<input type="checkbox"/>	OTS 246	United Kingdom History	3
<input type="checkbox"/>	NTS 226	Pauline Epistles II	3
<input type="checkbox"/>	OTS 229	Hebrew Literature II	3
<input type="checkbox"/>	LEC 122	Lecture/Chapel	1
			Total Hours 10

### **Third Year Recommend Study**

#### **1st Semester**

<input type="checkbox"/>	OTS 337	Divided Kingdom History	3
<input type="checkbox"/>	OTS 310	Prophets of Divided Kg I	3
<input type="checkbox"/>	THE 335	Doctrine of Salvation	3
<input type="checkbox"/>	LEC 111	Lecture/Chapel	1
			Total Hours 10

#### **2nd Semester**

<input type="checkbox"/>	OTS 321	Prophets of Divided Kg II	3
<input type="checkbox"/>	OTS 343	Captivity & Return	3
<input type="checkbox"/>	NTS 338	Revelation	3
<input type="checkbox"/>	LEC 122	Lecture/Chapel	1
			Total Hours 10

This recommended schedule does not account for 4 hours of electives which can be taken as the student schedule allows. These electives are required to complete the requirements for the Certificate of Biblical Studies.

## BIBLICAL COUNSELING REQUIREMENTS

### First Year Recommend Study

#### 1st Semester

<input type="checkbox"/>	LNG 111	English I	3
<input type="checkbox"/>	NTS 111	New Testament Survey I	3
<input type="checkbox"/>	COU 114	Biblical Discipleship I	3
<input type="checkbox"/>	COU 136	Forgiven to Forgiving	3
<input type="checkbox"/>	LEC 111	Lecture/Chapel	1
<input type="checkbox"/>		Elective	3
			Total Hours 16

#### 2nd Semester

<input type="checkbox"/>	LNG 122	English II	3
<input type="checkbox"/>	NTS 122	New Testament Survey II	3
<input type="checkbox"/>	COU 115	Biblical Discipleship II	3
<input type="checkbox"/>	COU 147	Praying Through Psalms	3
<input type="checkbox"/>	LEC 122	Lecture/Chapel	1
<input type="checkbox"/>		Elective	3
			Total Hours 16

### Second Year Recommended Study

#### 1st Semester

<input type="checkbox"/>	SCT 211	Life of Christ I	3
<input type="checkbox"/>	COU 218	Theology of Christian Coun I	3
<input type="checkbox"/>	MIN 223	Personal Evangelism I	3
<input type="checkbox"/>	COU 239	Ready to Restore	3
<input type="checkbox"/>	LEC 111	Lecture/Chapel	1
<input type="checkbox"/>		Elective	3
			Total Hours 16

#### 2nd Semester

<input type="checkbox"/>	SCT 222	Life of Christ II	3
<input type="checkbox"/>	COU 220	Theology of Christian Coun II	3
<input type="checkbox"/>	COU 241	Case Study	3
<input type="checkbox"/>	COU 242	How to Help People Change	3
<input type="checkbox"/>	LEC 122	Lecture/Chapel	3
<input type="checkbox"/>		Elective	3
			Total Hours 16

## COURSE DESCRIPTIONS

### Bible Courses

#### Old Testament

OTS 134, 145 - Bible Exegesis in Old Testament. Special attention is given to proper application of the scripture to the present day church. Specific books to be announced each term.

OTS 133 - Early World History. An in depth study of the book of Genesis with particular attention to the early history of Israel.

OTS 144 - Journey from Egypt to Canaan. A study of the Exodus of the children of Israel.

OTS 218, 219 - Hebrew Literature I & II. A study of the literary works of the Old Testament such as Psalms, Proverbs, Song of Solomon, etc.

OTS 235 - The Judges. A study of the time in Israel during the rule of the various judges.

OTS 246 - United Kingdom History. A study of the nation of Israel prior to the separation into the Northern Kingdom and Southern Kingdom.

OTS 311, 322 - Old Testament Survey I & II. A survey of the books of the Old Testament.

OTS 310, 321 - Prophets of the Divided Kingdom I & II. A study of the prophets to the people of Israel during the time in which the kingdoms were separated.

OTS 337 - Divided Kingdom History. A study of the kingdoms of Israel after King Solomon and the separation of the people.

OTS 343 - Captivity and Return. A study of the return of the people of Israel after being released from captivity.

OTS 442 - Study of the Prophets. A survey study of the Prophets sent to the nation of Israel by God.

### New Testament

NTS 139, 140 - Bible Exegesis in New Testament. Special attention is given to proper application of the scripture to the present day church. Specific books to be announced each term.

NTS 111, 122 - New Testament Survey I & II. A survey of the books of the New Testament.

NTS 133 - Early Church History. A study of the book of Acts as it pertains to early church history.

NTS 144 - General Epistles - A study of the letters of the New Testament not written by Paul.

NTS 215, 226 - Pauline Epistles I & II. A study of the letters of the New Testament written by the Apostle Paul.

NTS 338 - Revelation. A study of the book of Revelation.

NTS 447 - Pastoral Epistles. A study of the pastoral epistles written by Paul and sent to Timothy and Titus.

### Studies of Christ

SCT 211, 222 - Life of Christ I & II. A harmonized study of the gospels of the New Testament.

SCT 513, 524 - Christ of the Old Testament I & II. A study of the lessons and prophecies of Christ presented in the Old Testament.

### Preaching

PRE 131 - Homiletics. The planning and preparation of sermons. Outline skills and sermon preparations.

PRE 142 - Speech. Practical application of sermonizing through practice and constructive criticism.

PRE 233 - Expository Preaching. A study of the practice of exposition of the scriptures through sermonizing.

## Christian Education

CHED 231 - Hermeneutics. A study of methods used in Bible interpretation.

CHED 332 - Bible Geography. A detailed study of Bible lands. Emphasis on the important locations in history. Recent discoveries of archaeology are used to illuminate biblical fact.

CHED 433 - History of Religion. The study of the history of how various denominations came into being and their backgrounds.

CHED 434 - Manners and Customs of Bible Lands. A history of customs and cultures during Bible times.

CHED 445 - Baptist History. A study of the true churches through history from Bible times to modern day.

CHED 446 - Church Finance. A study of the Biblical principles in personal and church finances.

## Ministry

MIN 131 - Ministerial Practicalities. A guide for the modern minister in practical matters in the every day life of the pastor. Instruction in proper administration of church ordinances, special services, special days, in-reach and out-reach.

MIN 142 - Church Polity. A study of the origin of the church and the organization and government of the New Testament church of the Bible and the New Testament of modern times.

MIN 213, 224 - Missions I & II. A study of missions from the perspective of Church authority and New Testament example, Church planting and the problems that occur.

MIN 215, 226 - Personal Evangelism I & II. Instruction in and methods of, personal soul winning and out-reach visitation followed by advanced study of methods of soul winning and church growth.

MIN 437 - Apologetics. To equip the student in practical apologetics and better present evidences of the Christian faith.

MIN 438 - Church Growth. A study of methods to enhance church growth.

### Theology

THE 311, 322 - Systematic Theology I & II. A study of theology with emphasis on the study of conservative doctrine, their origin and history.

THE 335 - Soteriology. A study of the Doctrine of Salvation.

THE 433 - Eschatology. A study of the end times.

THE 534 - Pneumatology. A study of the Holy Spirit.

### Leadership

LEA 531 - Life of Joshua. A study of Joshua with application to modern day leadership.

LEA 542 - Leadership of the Judges. A study of the judges of the Old Testament with application to modern day leadership.

### Counseling

COU 114, 125 - Biblical Discipleship I & II. Biblical principles of discipleship.

COU 136 - Forgiven to Forgiving. A study of forgiveness and its application to personal counseling.

COU 147 - Praying through Psalms. An in-depth study of Psalm 119.

COU 218, 220 - Theology of Christian Counseling I & II.

COU 239 - Ready to Restore.

COU 241 - Case Study.

COU 242 - How to Help People Change.

COU 311, 322 - Biblical Counseling I & II. A study of Nouthetic counseling.

COU 512, 523 - Biblical Psychology. A study of psychology through Biblical principles.

### Language Arts

LNG 111, 122 - English I & II. A back-to-basics study of grammar, punctuation, sentence structure and composition. The student is involved in the practice of writing and usage of the English Language.

LNG 214, 225 - Greek I & II. A study of Greek grammar and introduction to Greek translation.

LNG 218, 220 - Hebrew I & II. A study of Hebrew grammar and introduction to Hebrew translation.

LNG 316, 327 - Greek III & IV. A study of Greek translation.

LNG 310, 321 - Hebrew III & IV. A study of Hebrew translation.

LNG 543 - Theological Writing/Research.

### Miscellaneous

MUS 113, 123 - Music. Basic Music theory and principles of song directing for churches.

LEC 111 - Lecture/Chapel. The student must participate in the chapel period and keep notes on the lecture provided. Instructors and special guests will offer lectures during this period. The student ministers will also have opportunity to speak.

Other electives will be offered and the information in this catalog updated accordingly.

## TUITION AND FEES

Expenses at Heritage Baptist Institute are kept to a minimum. Regular expenses are met through the receipt of funds for tuition and fees plus contributions of interested individuals and churches.

HBI tuition and fees are as follows:

Application fee.....	\$15.00 (One Time)
Registration fee.....	25.00 (Annually)
Tuition.....	35.00 (per Credit Hour)
Late registration fee.....	10.00 (per Semester)

## REFUND POLICY

The application fee is non-refundable.  
The registration fee is non-refundable.

Refunds are determined according to the following schedule:

Tuition prior to first class – 100%  
Within the first week – 80%  
Second to fifth week – 50%  
After five weeks – 0%

## DEFERRED PAYMENTS

If necessary, tuition may be paid in installments. Contact the business office for information. **No student will be denied admission due to personal financial hardship.**





Heritage Baptist Church in Missouri City, Texas  
Home of Heritage Baptist Institute

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