

SCHOOL
OF MINISTRY
EQUIPPING FOR DESTINY

STUDENT HANDBOOK

2023-2024



SCHOOL
OF MINISTRY
EQUIPPING FOR DESTINY

Dear New Student,

Welcome to School of Ministry! The SOM staff and leadership are committed to creating the best learning environment in order for you to discover your gifts and place of service. We pray for a fresh encounter with the Holy Spirit in this upcoming school year. The team is excited about the experience you will encounter in this year-long program. It is so much more than information, but transformation, creating an environment for you to grow in mind and spirit. We are so excited to partner with you in this season of growth for you!

On behalf of Pastor Dan, the Elders and Staff at Water of Life we encourage you to begin and finish well on this journey of further education. This journey will take you through many unique and creative learning components in teaching, curriculum and clinical training. We pray for amazing times of encountering the Holy Spirit, fresh words to your future and a greater understating in your faith. God has more for you, and we are humbled to be a part of this journey.

We pray that the Lord will use all that SOM has to offer you and for the ability to apply these truths in your service to Him. We are so blessed that you have chosen this school as the venue for you to experience God's love and power. We are always available to answer any questions....and let us know how we might better serve you. Jude 1:24 states, "To Him who is able to keep you from falling, and to present you before His glorious presence without fault and with great joy..." Let's begin this journey together!

Many Blessings,

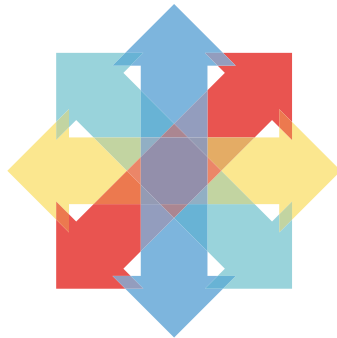
Dr. Dan Stewart
Director of SOM



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MISSION STATEMENT



SCHOOL OF MINISTRY


EQUIPPING FOR DESTINY

The Water of Life Community Church School of Ministry is a non-accredited program that serves to equip and train the Church by providing biblically sound instruction in the Word of God and to activate them in the ministry of the Holy Spirit. The School of Ministry supports the diverse needs of our congregation and community by preparing people for works of service, helping them grow in the knowledge of the Son of God, and becoming mature believers committed to the disciple making process.



WATER OF LIFE CORE VALUES

Water of Life Community Church is committed to helping people discover a living relationship with God that is deeply satisfying and purposeful. We believe God has your destiny in His hands. With a little cooperation on our part, He will set us on a journey that will help us discover life at its best.



Dan Carroll, Senior Pastor



HEALING

Restoring people physically, emotionally and spiritually to fulfill their destiny in Christ.

Ezekiel 36:25-27 • I Corinthians 1:3-4

SENDING

Establishing long-term relationships throughout the world in order to transform lives.

Matthew 28:19-20 • Acts 1:4-8

CARING

Meeting physical needs of the poor in order to meet spiritual needs, resulting in transformed lives.

James 2:14-17 • I John 3:17

Matthew 25:34-36, 40

EQUIPPING

Teaching and releasing people with the purpose of both mind and heart transformation.

II Timothy 2:2 • Ephesians 4:11-13

RELATIONSHIPS

Transforming lives by strengthening families and building relationships in Small Groups.

Acts 2:42 • Ephesians 2:19

Psalms 133:1-3 • I Corinthians 12:12-13

STUDENT RULES OF CONDUCT

In accordance with Water of Life Community Church beliefs and statement of faith, and as a student of Water of Life's School of Ministry, it is important that our actions reflect Jesus' heart and attitude and they promote passion for God and transformation in people.

As servant leaders, the goal is to present a thoughtful and life-giving appearance at all times, in both dress and behavior, so we honor God in all we do.

Thus, we ask you to develop your personal lives and relationships with the heart of God and the fruit of the Spirit (Galatians 5:17-23). Practically speaking, stay in the Word and the Spirit and refrain from profanity, drugs, alcohol abuse, lying, pornography, adultery, co-habitation, or any other behavior that is considered detrimental or contrary to Christian character and witness; because these all kill our hearts, sidetrack our destiny for Jesus and cause those who are working with us and those who we serve to stumble and struggle.

Ultimately, we expect all School of Ministry students to live under the Lordship of Christ. If you struggle in any of these areas, we want you to be honest. Our goal is your growth. We want you to succeed in this life and we are here to help you do just that. We may ask you to step out of the School of Ministry for a season, not as punishment, but as an opportunity to get healed and grow.

The verses listed below may help you to better understand God's heart on these matters and demonstrate how you should approach your service to your church body. Thank you for desiring to serve Him.

Please read and meditate on these scriptures:

Scripture References: Romans 15:1-2, I Corinthians 6:12-20, I Corinthians 9:26-27, I Corinthians 10:31, II Corinthians 13:5, Galatians 5:17-23, Galatians 6:1, Ephesians 4:20-32, Colossians 3:12-17, I Thessalonians 4:3-8, II Timothy 2:14-16, I Peter 3:14-17, I John 2:15-17, I John 4:7, and Revelations 3:20-22.



COURSE OVERVIEW

ONE-YEAR PROGRAM

The One-Year Program

The teaching program is divided into three quarters. Upon satisfactory completion of all three quarters, you will be awarded a Certificate of Completion in Christian Ministry. The minimum age requirement is 18 years of age.

Classes meet on Tuesday evenings from 6:15pm-9:00pm or Sunday afternoons from 2:00pm-4:30pm.

Fall Quarter

- Ministry Assimilation
- How to Study the Bible
- Old Testament Survey
- Prayer & Hearing the Voice of God
- How to Share Your Faith

Winter Quarter

- New Testament Survey
- Kingdom of God
- Ministry & Gifts of the Holy Spirit
- Ministry Assimilation

Spring Quarter

- Gifts of the Spirit
- Living Waters
- Ministry Assimilation

Curriculum

Course curriculum is an important part of your School of Ministry experience. It allows you to follow along with class instruction and provides a resource for you to refer back to upon completion of the course. Class materials include a School of Ministry tote bag, School of Ministry binder with all written material, and any books needed for your courses.

Exams

Exams are open-note and administered online in the comfort of your home on the 6th and 11th week of class. Study guides will be provided for pre-exam review and may be referenced during the actual exam. Our exam grading standard is a simple PASS/NO PASS. A passing score for all exams is 70% or better..

Ministry Assimilation

The School of Ministry is passionate about where God is leading you in ministry. You will experience various ministry assimilation courses throughout the year and meet with one of our SOM coaches to assist you with support and resources in your journey..

CLASS SCHEDULE

Each class has several components including teaching, group discussions, and ministry time. **Please arrive on time.**

TUESDAYS

The Tuesday evening School of Ministry offers a one-stop service area located in the Multipurpose Venue (MPV) lobby before class and during break time. This area provides students the opportunity to make tuition payments, and snack and drink purchases.

Schedule

5:45pm	Kiosk Check-In, Student Services, Childcare & Snack Bar
6:15pm	Worship with WOL Worship Team Members
6:30pm	Session 1 (Multipurpose Venue)
7:40pm	Break & Student Services Desk
7:50pm	Session 2 (Multipurpose Venue)
9:00pm	Class Dismissed

SUNDAYS

The Sunday afternoon School of Ministry offers a one-stop service area located in the Multipurpose Venue (MPV) lobby before class and during break time. This area provides students the opportunity to make tuition payment,s and snack and drink purchases.

Schedule

1:45pm	Kiosk Check-In, Student Services, Childcare & Snack Bar
2:00pm	Session 1 (Multipurpose Venue)
3:10pm	Break, Student Services & Snack Bar
3:20pm	Session 2 (Multipurpose Venue)
4:30pm	Class Dismissed

ATTENDANCE

ATTENDANCE

In Person Attendance & Check-In

Student attendance is recorded using self-check-in kiosks located in the Multipurpose Venue lobby. Students are required to check in at the kiosk before class each week. Failure to do so may result in inaccurate attendance records.

ABSENCES

2 Absences: Excused

3 Absences: Students are allowed three total absences per quarter. Your first two absences do not need to be made-up. On your third absence you must watch the instructional teachings online for both sessions missed or make arrangements with your instructor if a video is unavailable. You must complete and submit an Excused Absence Worksheet upon completion of watching each video session to receive attendance credit.

3+ Absences: Students are allowed three total absences per quarter. Any absences above the allotted three may result in removal from the program.

HOW TO VIEW MAKE-UP VIDEOS

Step 1: Go online and visit: som.school/videos

Step 2: Under the class title, select your missed class session to access videos.

Step 3: After each session, complete and submit the Excused Absence Worksheet to receive class attendance credit.

SOM Pre-scheduled Days Off*:

- Tuesday, October 31st: Trunk-or-Treat
- Tuesday, March 26th: Easter Week
- Sunday, March 31st: Easter Sunday
- Sunday, May 12th: Mother's Day

***Students are not required to make-up these dates**

TUITION FEES & PAYMENTS

TUITION FEES

Water of Life School of Ministry tuition covers more than the cost of class hours. Tuition also includes curriculum binders, books, class handouts, special events, exams, and the administration of the program.

Individual Tuition Fee: **\$155 per student, per quarter**

Family Tuition Fee: **\$125 per student, per quarter**

*Immediate dependent family members (wife, husband, and/or adult children)
attending the School of Ministry AND living in your household*

TUITION PAYMENTS

As part of the church body, we are to glorify God through our stewardship. This includes being responsible with our time, finances and resources so that we are not hindered from the plans that God has for us. As a result, when tuition is not paid on time, it affects the School of Ministry's ability to operate and to service the student body. Please adhere to the following Tuition Payment Policy:

- A non-refundable Registration Fee of \$55 is due each quarter and a week before classes start.
- Tuition balances are to be paid by the end of each quarter in order to move into the next quarter.
- If you choose to discontinue your attendance at any time, it is mandatory that you contact the School of Ministry Coordinator as soon as possible. Any credit to your account will be reimbursed unless you indicate that you would like to donate the credit to our Financial Aid Program.
- In order for a graduate to participate in the School of Ministry Commencement Ceremony, all outstanding fees and assignments need to be finalized. This includes all class make-ups, exams, tuition balances and graduation fees paid in full by graduation.

Tuition Payments can be made by Debit, Credit, Cash or Check

- Online: **som.school** under Admissions tab (Debit & Credit Payments Only)
- Student Service Desk at Sunday or Tuesday SOM
- Mail (Checks Only): Water of Life Community Church
Attention: SOM Coordinator
14418 Miller Avenue, Suite K
Fontana, CA. 92336

COMMUNICATION

COMMUNICATION AT THE SCHOOL OF MINISTRY

Communication between the School of Ministry staff and students is done predominantly through email. Email communication is the way that students are kept informed about what is happening in the SOM.

A bi-weekly newsletter and all other important correspondence regarding SOM are sent to students via email. It is very important that we have your current email address.

Keep in mind that we may need to contact you regarding a class cancellation or immediate change. We appreciate you partnering with us in this area.



CHILDCARE SERVICES

Childcare is offered to students for a flat rate of \$55.00 per child per quarter or a daily fee of \$6.00 per child. The flat rate for each child must be paid prior to the first day of class.

Guidelines

- The School of Ministry student must be the parent of the child that is requesting childcare.
- Available for children ages 1-11 years of age
- Each child must have a complete Childcare Registration Form on file in order to receive care. Registration forms are available online or upon request.
- Parents must remain on-site at all times to be available in the event of an emergency

Ages 1-11 years of age

Hours 6:00pm-9:15pm on Tuesday nights
1:45pm-4:45pm on Sunday afternoons

Location The Multipurpose Venue Classrooms

Food Please feed your children a meal before arriving on Sunday or Tuesday, a snack will be provided later. If your child has allergies, please bring a snack for your child. Cell phones are not allowed in childcare rooms.



SCHOOL OF MINISTRY STUDENT ACTIVITIES



Throughout the academic school year School of Ministry students have many opportunities to serve the body of the church as well as participate in a number of fun and rewarding activities.

Trunk or Treat

Beginning in late September through October 31st, School of Ministry students are encouraged to donate candy for the annual WOL Trunk or Treat. Students also have the opportunity to serve and help at the SOM booth or other game/food booths during Trunk or Treat.

Thanksgiving Food Drive

Every fall the entire School of Ministry, in association with CityLink, participates in a Turkey and Food Drive that benefits families in need throughout our local community.

SOM Sponsored Global Mission Trips

The School of Ministry has participated in global mission trips to Cambodia, and both Agua de Vida and Door of Faith Orphanages in Mexico. Once again global outreach trips will be scheduled during the upcoming academic year. If you are interested in participating, please be watching for more information to come.

School of Ministry Preview

Throughout the school year, we will sponsor a School of Ministry Preview Date. On this day, we encourage students to invite friends and family, who are interested in finding out more about SOM, to attend an open-house class session with one of our SOM instructors.

Serving Opportunities

The School of Ministry has a number of serving opportunities available throughout the academic school year. Quarterly student registration sessions, the SOM Leadership Christmas celebration in December and the School of Ministry commencement ceremony in June, are just a few events that require a large number of volunteers. Be watching for more information about how to sign up for volunteer opportunities in the weekly newsletter.

MEET THE SOM ADMINISTRATION TEAM



Dr. Dan Stewart, School of Ministry Director

Dr. Dan and his wife, Connie, have been part of Water of Life since 2010. He has oversight of the School of Ministry, leads teams to East Africa and Israel, and teaches at several universities. He has five earned degrees and a published book on “The Sermon on the Mount.” Dr. Dan has been the President of Life Pacific University, a pastor for over 40 years at four significant churches, planted 10 churches and a school in northern Kenya, and a professor of Biblical Theology for over 35 years.

Contact Information: dstewart@wateroflifecc.org or **909.463.0103**



Joanne Morrison, School of Ministry Manager

JoAnne and her family have attended Water of Life since 2016. She earned her B.S. degree in Organizational Leadership from Azusa Pacific University and an A.S. degree in Early Childhood Education from Guam Community College. JoAnne has also served in various capacities of ministry alongside her husband Mike as a missionary overseas, and is an alumni of Youth With A Mission (YWAM).

Contact Information: joannem@wateroflifecc.org or **909.463.0103 x4017**



Briana Adams, School of Ministry Administrative Coordinator

Briana has been attending Water of life since 2016. Briana and her husband Cameron were recently married in December 2021. Briana met Cameron at California Baptist University when they were both in pursuit of Civil Engineering Degrees. God changed the course of Briana’s life which lead her to changing her major to Business Administration Management, and into this role as the SOM Administrative Coordinator. Briana serves in the Young Adults Ministry and joined Water of Life Staff in September 2021.

Contact Information: brianaa@wateroflifecc.org or **909.463.0103 x4103**

THE LEADERSHIP TEAM



Leadership Team/Facilitators/Coaches

Each quarter will be facilitated by men and women who work directly under the School of Ministry Manager, and the SOM staff. The facilitators are the point people of your group. They will give announcements, pray with students, lead discussions, answer questions, help with attendance and follow up with students that need additional assistance.

Our School of Ministry coaches serve as a vital resource in assisting students with assimilation into Christian ministry at Water of Life through one-on-one meetings, prayer, discernment, and direction.

These men and women are here to walk alongside you during your journey in the School of Ministry and love to serve. Please feel free to contact them with any questions and prayer requests.

Table Hosts

Each student will become a part of a table group, and each table will have a "Table Host" who will oversee 5-7 students. Table hosts will also assist the facilitators with table discussions, student questions and prayer requests.

If you have any questions, feel free to connect with your Leadership Team or Coaches for prayer needs, questions, and/or comments. They are here to serve you!



FREQUENTLY ASKED QUESTIONS

Do I have to attend Water of Life Community Church?

Attendance at Water of Life is NOT mandatory for our students. However, we believe strongly that the Bible encourages us to be committed to a local body of believers in a church. Therefore, we encourage individuals who are not already connected to a local church to consider attending Water of Life Community Church.

Is the School of Ministry accredited?

No, the school is not accredited and courses cannot be transferred unless authorized by the transfer school. Our purpose is to equip the church body to discover their calling in ministry.

What does my quarterly fee cover?

- Curriculum and any books provided
- Special Events
- Media & Worship Services
- Food Services
- Staff & Administration

What makes the WOL School of Ministry different?

We strongly believe that people should further their education. However, we have a specific focus on the spiritual and personal development of our students and, therefore, we do not offer other basic college courses like math, English, geometry, language, etc. A large part of our effectiveness is the balance of the Word and the Spirit.

Do you offer online classes?

No, not at this time. We believe that being here in person is a key part of the training that we offer. In the classroom, you are receiving not only book knowledge and information, but impartation that simply cannot be duplicated through online courses. There is also something very special about being on campus and surrounded by people of like faith learning together. Also, there are opportunities for hands-on training to complement your classroom instruction.

Wherever your purpose takes you, the WOL School of Ministry will help prepare you to have maximum impact on the world around you.



2023-2024 ACADEMIC CALENDAR

JULY 2023

Su	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

30 SOM Experience, 11:00am-12:30pm

AUGUST 2023

Su	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

20 SOM Experience, 11:00am-12:30pm

20 Leadership Training, 1:30pm-4:30pm

29 Tuesday: Fall Classes Begin

SEPTEMBER 2023

Su	M	T	W	Th	F	S
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

3 Sunday: Fall Classes Begin

OCTOBER 2023

Su	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

1 Leadership Meeting, 9:30am

3 Tuesday: Mid-Term Exam

8 Sunday: Mid-Term Exam

15/17 Thanksgiving Food Drive Begins

31 Trunk or Treat: No Class

NOVEMBER 2023

Su	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

12/14 Thanksgiving Food Drive Results

14 Tuesday: Final Exam & Potluck

17 Leader Appreciation Dinner

19 Sunday: Final Exam & Potluck

DECEMBER 2023

Su	M	T	W	Th	F	S
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

Closed for the Holidays

JANUARY 2024

Su	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

7 Leadership Meeting, 9:30am

7 Sunday: Winter Classes Begin

9 Tuesday: Winter Classes Begin

FEBRUARY 2024

Su	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

11 Sunday: Mid-Term Exam

13 Tuesday: Mid-Term Exam

23-26 Mexico Missions Trip

MARCH 2024

Su	M	T	W	Th	F	S
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

3 Leadership Meeting, 9:30am

19 Tuesday: Final Exam & Potluck

24 Sunday: Final Exam & Potluck

26/31 Easter Week: No Class

APRIL 2024

Su	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

2 Tuesday: Spring Classes Begin

7 Leadership Meeting, 9:30am

7 Sunday: Spring Classes Begin

MAY 2024

Su	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

5 Leadership Meeting, 9:30am

5 Sunday: Mid-Term Exam

7 Tuesday: Mid-Term Exam

12 Mother's Day: No SOM

JUNE 2024

Su	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

2 Sunday: Final Exam

4 Tuesday: Final Exam

4/9 End of Quarter Potluck

11 Tuesday & Sunday Combined Class

14 Graduation Pictures & Rehearsal

15 Graduation Ceremony

■ Sunday Class Times: 2:00pm-4:30pm

■ Tuesday Class Times: 6:15pm-9:00pm

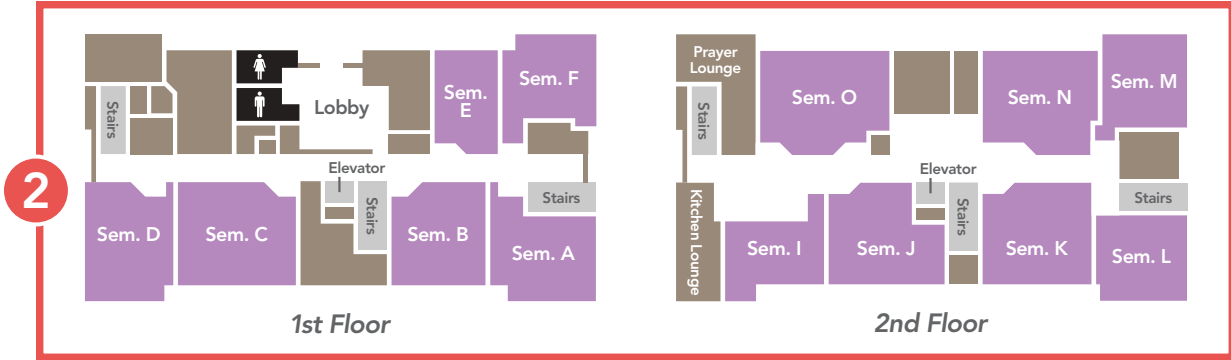
■ Connection Corner—This Is Your Opportunity to Serve the Church

■ Information & Registration Meeting and Connection Corner—Volunteers Needed

■ Holiday/SOM Office Closed

■ SOM Mexico Missions Trip

WATER OF LIFE FONTANA CAMPUS MAP



FONTANA CAMPUS LEGEND

- | | | | |
|--|------------------|-------------|--------------------|
| Disabled Parking Access | Restrooms | West Venue | Multipurpose Venue |
| Shuttle Stop | Worship Center | North Venue | Prayer Tower |
| Shuttle Pick-Up for Lot B & Lot C Only | Seminar Building | Chapel | |
| | Dining Room | South Venue | |





Administrative Offices: 14418 Miller Ave., Ste. K, Fontana, CA 92336

Class Location: 7625 East Ave., Fontana, CA 92336

Email: som@wateroflifecc.org

Phone: 909.463.0103 x4106

Online: som.school

