



# PHSOM

## STUDENT ACCEPTANCE GUIDELINES

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**MINISTERIAL TRAINING (TO ATTAIN LEVEL OF A LICENSED MINISTER @ TPH)**

**REGISTRATION**

TUITION FEE \$200 PER SEMESTER

SPRING (JANUARY–MAY) & FALL (AUGUST–DECEMBER)  
2 YEAR TRAINING PROGRAM – TOTAL OF 4 SEMESTERS

NEW STUDENTS (ENTRY LEVEL) REQUIRED TO SUBMIT:

1. A COMPLETED APPLICATION FORM
2. A COMPLETED BACKGROUND CHECK RELEASE FORM
3. A PHSOM DIGITAL PHOTO – MP1 & MP4 AND ET1 & ET4

**TYPICAL SEMESTER:**

18 TUESDAY EVENING CLASS ROOM SESSIONS; TOTAL OF 36

LECTURE HOURS PER SEMESTER.

CLASSES TO BEGIN PROMPTLY AT 7 P.M. AND ENDING AT 9 P.M.  
SUGGESTED TIME OF ARRIVAL IS 6:45 P.M. THIS WILL ALLOW THE  
STUDENT TIME TO PREPARE FOR THE CLASS; LATE ARRIVALS, AFTER  
7:15 P.M. BE RECORDED AS AN UNEXCUSED ABSENCE.

**DRESS CODE:**

PHSOM STUDENTS ARE EXPECTED TO ATTEND EACH CLASS SESSION IN  
BUSINESS CASUAL ATTIRE. A GOOD GUIDELINE IS TO DRESS  
ACCORDING TO THE EXCELLENCE OF YOUR CALL. HOLD A STANDARD  
IN YOUR MIND AS TO WHAT YOU WOULD WEAR TO STAND @ PODIUM TO  
PRAY AT TPH WNBS.

- ❑ All PHSOM Studies are accompanied by a PHSOM Student Study Guide (SSG) – Accessible only to registered students.
- ❑ Each SSG can be accessed (by registered students only) at [www.discussphsom.com](http://www.discussphsom.com) 10 days prior to classroom lecture.
- ❑ The Discussion Board is open to an on-line Q&A for all students, with instructors present, every Thursday evening, 7-8pm.
- ❑ PHSOM students are expected to print out their SSG and **study thoroughly prior** to bringing their copy to the class session along with their study **Bible (KJV)**.
- ❑ PHSOM students are expected to attend each Class Lecture **fully prepared to participate** in class discussion and, if required, to respond to an impromptu oral or written quiz.
- ❑ Both the Class Lecture and the Student Study Guide are used to formulate the semester's Final Exam.

**ABSENCE OR LATE ARRIVAL:**

ALL ABSENCES AND LATE ARRIVALS MUST BE EXCUSED.

PHSOM STUDENTS ARE TO OBTAIN AN EXCUSED STATUS ON ALL OF  
THEIR ABSENCES AND/OR LATE ARRIVALS BY REPORTING ALL SUCH  
(WITH EXPLANATION AS TO CAUSE) TO

[ATTENDPHSOM@GMAIL.COM](mailto:ATTENDPHSOM@GMAIL.COM) WITHIN 24 HOURS OF THE  
OCCURRENCE. More than 3 absences will require the semester be retaken in its  
entirety.

**NOTE: THESE ORG SITES/STUDENT DOMAINS ARE ONLY AVAILABLE TO  
CURRENT REGISTERED STUDENTS.**

*Your Student USERNAME and PASSWORD will be required for access both the Student Domain Link and The Discussion Board. **It is strongly recommended that you do not change your username or password once you have accessed either of these sites.***

**THE POTTER'S HOUSE SCHOOL OF MINISTRY**



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**GRADUATION:** COMPLETED IN TWO YEARS (FOUR SEMESTERS)  
MINISTERIAL LICENSING TAKES PLACE IN JUNE OF EVERY YEAR.  
LOCATION AND SPECIFIC DATE TBD.

Pastor Bonné Moon  
[bmoon@tjakes.org](mailto:bmoon@tjakes.org)