

# Christian Life Training Institute

## Ministerial Training Course (MTC) Details

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## About Christian Life Training Institute

Christian Life Training Institute (CLTI) begun in September 1999 in the UK and has been established in Ghana since January 2006. It is committed to empowering believers to fulfil the great commission of Jesus Christ within the context of emphasising a Christ-centred message.

*<sup>19</sup> Go therefore and make disciples of all the nations, baptizing them in the name of the Father and of the Son and of the Holy Spirit,<sup>20</sup> teaching them to observe all things that I have commanded you; and lo, I am with you always, even to the end of the age. Amen.*  
Matthew 28:19-20 (NKJV)

We currently offer a Ministerial Training Course, a Christian Discipleship Course and several one day Training Seminars to the body of Christ.

CLTI is an initiative of Christian Life Ministries and a charity registered under City Faith Ministries Trust. It is part of the Christian Life Fellowship network of Churches and Ministries.

### Ministerial Training Course (MTC)

This is a part time course held over a period of 2 years. It is designed for Christian leaders who are actively involved in ministry or Bible School graduates who desire further impartation within the context of on-the-job training.

The course is currently run on Tuesday evenings from 7.00pm to 9:15pm. It also has 6 weeks of practical assignment on Saturdays from 10am to 1pm each term. It is a 2-year course with approximately 12 weeks in each term. Successful students must not only complete their academic training, they must also complete all the required assignments and projects.

Applicants must have a working knowledge of the English language since written and practical assignments are a basic requirement for this course.

### One day Training Seminars

These are one days training seminars normally held on a Saturday from 10am to 3pm. They are open to all and are designed to serve the wider body of Christ. Current seminar topics include:

- Faith Principles
- Spiritual Gifts
- Supernatural Ministry
- Prophetic Ministry

- Evangelism Training

We also provide tailor made Leadership Development Seminars for local Churches. All seminars include notes and come at a fee (Ministerial Training Course students are exempt).

## **Basic MTC Course Requirements in Years 1 & 2**

The following is a brief highlight of what is involved in participating in this course:

1. 2 year part time for certificate at diploma level
2. 1 evening a week teaching – currently Tuesday 700pm to 915pm
3. Evangelism for 1 ½ hrs on Saturdays for a minimum of 6 weeks each academic year
4. 6 month placement in a Church service on Sundays playing an active leadership role
5. Active participation in Cell groups for minimum of 1 year. The Cell should meet on a minimum weekly basis
6. Overseas Missions for a total of 4weeks
7. Prayer. Organise and lead prayer meetings (4 times for 1 hour each session), prayer walks as part of outreach strategy (4 times for 1 hour) and praying in tongues
8. Teaching and Preaching assessments
9. Electives in 3<sup>rd</sup> year (for those seeking ordination) – Apostolic, Prophetic, Evangelistic, Pastoral and Teaching

## **MTC Course Standards**

The standards for this course are high. Whilst we seek to observe scriptural principles by teaching the word of God in love and from a sincere heart, we expect each student to be a faithful individual who is prepared to be trained into biblical discipleship and leadership, and meet the course standards we have set.

### **Assessment**

Students will be assessed on attendance to lectures, completion of assignments and homework, examinations, and teamwork. Assignments must be handed in on the due date. Late assignments may be received at a cost in reduction of grades. Assignments may not be received more than one week late unless there are special circumstances.

### **Attendance**

Regular attendance is expected. Less than 70 percent attendance will almost certainly mean referral of a term unless for exceptional circumstances. Unauthorised absence is allowable on compassionate grounds or emergency situations. Unauthorised absence on three occasions in a term may result in expulsion from the course or a referral of the term.

### **Punctuality**

Less than 70 percent punctuality will almost certainly mean referral of the course unless in exceptional circumstances. Students are considered punctual when they are in their seats before the register is taken or before the lecturer begins to lecture.

### **Conduct**

Students are expected to conduct themselves in a manner that befits a man or woman of God. Rudeness to students and lecturers, profanity, theft or physical violence may result in the guilty student being suspended or expelled.

### **Attire**

Students are expected to be smart, clean and presentable. Students are encouraged to be attired in a manner that hides their nakedness or is not sexually suggestive. We reserve the right to send students home should their attire be deemed inappropriate. Persistent offenders after the first and second warning may be suspended or expelled.

### **Fees**

Students are expected to pay their fees in full for each term either by monthly standing order or quarterly amounts. Students who do not have an agreed method of payment will not be permitted to start the course. Any monies paid are non-refundable.

### **Course Notes**

All students are required to have an email address, as course notes shall be distributed electronically. Therefore it is the responsibility of the students to ensure that they download the relevant course material for each lecture.

## Marking Criteria

The following is the marking criteria for CLTI courses including MTC:

### **A: 80 to 100% (Distinction)**

Wide knowledge of the issues and excellent critical understanding and evaluative ability. Clear evidence of independent judgement and an original mind. Accurate and polished presentation. Additional evidence of ability to present material with coherence, persuasiveness and creativity on the basis of sound biblical judgment.

### **B: 60 to 79% (Merit)**

Wide knowledge of the issues and excellent critical understanding and evaluative ability. Clear evidence of independent judgement and an original mind. Careful and well-organised presentation.. No significant errors

### **C: 50 to 59% (Pass)**

Good knowledge of the issue, with adequate critical understanding and evaluative ability. Reproduces other views capably, but less adept at construction own judgements. Fairly well ordered with few errors.

### **D: 40 to 49% (Pass)**

Satisfactory handing of the issues, but with noticeable gaps in knowledge. Limited ability to argue, synthesize or construct independent judgement. Weaknesses in organization and presentation, as well as some errors

### **E: 30 to 39% (Referral)**

Does not deal adequately with one or more significant elements of the issues, despite inclusion of relevant material. Limited ability to argue, synthesise or construct independent judgements. Weaknesses in organisation and presentation. Significant errors. Does not address issues adequately. Lacks structure and organisation of thought. Must retake the test or exam.

### **F: 29% and under (Fail)**

Complete lack of understanding and application. Unacceptable at this level. In danger of being removed from the course if it persists.

## Statement of Doctrinal Beliefs for CLTI

### God

God is the Creator and Ruler of the universe. He has eternally existed in three personalities: the Father, the Son (Word), and the Holy Spirit. These three are co-equal and are one God.

Genesis 1:1, 26, 27; 3:22; Psalm 90:2; Matthew 28:19; 1 Peter 1:2; 2 Corinthians 13:14, 1 John 5:7

### Jesus Christ

Jesus Christ is the Son of God. He is co-equal with the Father. Jesus lived a sinless human life and offered Himself as the perfect sacrifice for the sins of all people by dying on a cross. He arose from the dead after three days to demonstrate His power over sin and death. He ascended to Heaven's glory and will return again someday to earth to reign as King of Kings, and Lord of Lords.

Matthew 1:22, 23; Isaiah 9:6; John 1:1-5; 14:10-30; Hebrews 1:8-9; 4:14, 15; 1 Corinthians 15:3, 4; Romans 1:3, 4; Acts 1:9-11; 1 Timothy 3:16; 6:14, 15; Titus 2:13

### The Holy Spirit

The Holy Spirit is co-equal with the Father and the Son of God. He is present in the world to make men aware of their need for Jesus Christ and to oversee the Church in the purposes of God. He lives in every Christian from the moment of salvation and provides them with power for living, understanding of spiritual truth, and guidance in doing what is right. He gives every believer spiritual gifts as He pleases. As Christians, we seek to live daily under His control and protection.

2 Corinthians 3:17; John 16:7-13, 14:16, 17; Acts 1:8; 1 Corinthians 2:12, 3:16; Ephesians 1:13; Galatians 5:25; Ephesians 5:18

### The Bible

The Bible is God's Word to us. It was written by human authors, under the supernatural guidance of the Holy Spirit. It is the supreme source of truth for Christian beliefs and living. Because it is inspired by God, it is the truth without any mixture of error.

2 Timothy 3:16; 2 Peter 1:20, 21; 2 Timothy 1:13; Psalm 119:105,160, 12:6; Proverbs 30:5

### Humanity

People are made in the spiritual image and likeness of God; to be like Him in character and actions. People are the supreme object of God's creation. Although every person has

tremendous potential for good, all of us are marred by a nature and attitude of disobedience toward God called “sin”. This attitude separates people from God and causes many problems in life. Sin if it remains in our lives will cause us to be eternally separated from God in Hell.

Genesis 1:27; Psalm 8:3-6; Isaiah 53:6a; Romans 3:23; Isaiah 59:1, 2; Matthew 5:29- 30; 25:41-46; Luke 16:19-31; Revelations 20:11-15

### **Salvation**

Salvation is God’s free gift to us but we must accept it. We can never make up for our sin by self-improvement or good works. Only by trusting in Jesus Christ as God’s offer of forgiveness can anyone be saved from sin’s penalty. When we turn from our self ruled life and turn to Jesus Christ in faith, we are saved. Eternal life begins the moment one receives Jesus Christ into his life by faith.

Romans 6:23; Ephesians 2:8, 9; John 14:6, 1:12; Titus 3:5; Galatians 3:26; Romans 5:1

### **Satan and Evil Spirits**

Satan and evil spirits are real personalities and are enemies of God and humanity. They were forever defeated and judged through the death, burial and resurrection of Jesus Christ. Every born again believer has been given authority and power over all of them and their activity because of Jesus’ victory. Believers are commissioned by Jesus Christ to enforce and advance His kingdom by their lifestyle and purpose and in so doing, demonstrate the defeat of Satan and all evil spirits.

Mark 16:17; Luke 11:24-26; 10: 18-19; 2 Corinthians 10:3-5; Ephesians 1:15-22; 3:10, 11; 6:10-18; Colossians 2:15

### **The Church**

The Church is the Body of Christ made up of the believers in Heaven and on earth. The Church on earth is expressed through individuals who belong to local congregations all over the world in various denominations and Church bodies. Jesus Christ is the head of the Church and He is the one responsible for building His Church. The mission of the Church on earth is to worship God, minister to humanity, evangelise the world, be a family, and disciple all those who are added to her to become like Christ Jesus.

Matthew 16:18; 28:19, 20; Mark 12:29-31; John 3:3, 5; Acts 2:41; 1 Corinthians 1:2; 12:12, 13; 1Timothy 3:15; Hebrews 12:22-23

### **Eternal Security**

Since God gives us eternal life through Jesus Christ, the true believer is secure in that salvation for eternity. If you have been genuinely saved, you must co-operate with God to stay saved. Salvation is maintained by the grace and power of God, not simply by the self-effort of the Christian. However God will always respect the choices His children make –

even the ones that could ultimately destroy them. Believers must therefore always rely on the grace and keeping power of God to give them eternal security as they seek to live in obedience to Him.

John 10:29; Romans 11:22; 2 Corinthians 13:5; Philippians 1:6; 2:12, 13; 2 Timothy 1:12;  
Hebrews 6:4-9; 7:25, 10:10, 14; 10:26-31; 1 Peter 1:3-5

### **About Eternity**

People were created to exist forever. We will either exist eternally separated from God because of sin, or eternally with God through forgiveness and salvation. To be eternally separated from God is Hell with all its' torments. To be eternally in union with Him is eternal life which begins on earth but continues in Heaven. Heaven and Hell are real places of eternal existence.

John 3:16; John 14:17; Romans 6:23; Romans 8:17-18; Revelation 20:15; 1 Corinthians  
2:7-9

## **MTC Syllabus – Years 1 & 2**

### **The Church**

The Purpose & Mission of the Church, Church Government & Structure, Spiritual Authority, The Church: Local & Universal, The Priesthood of every Believer,

Ministries in the Church: Calling & Commission, Different kinds of ministries, Local Ministry Vs Itinerant Ministry, Elders and Deacons

Lay Ministry: Understanding Lay Ministry, Sharing the burden of ministry, Taking the spiritual burden of ministry, Assessing potential lay ministers, The ministry of a shepherd, Who is a good shepherd? Developing an effective feeding ministry,

Fivefold Ministry: Introducing the Fivefold Ministry, Team Ministry, Apostles, Prophets, Evangelists, Pastors, Teachers

How to establish your Ministry inc. Its Purpose, Vision, The Strategy, People & Resources needed, The Launching of it, etc.

Ministerial Duties: Baptisms, Funerals, Marriages, Engagements, Baby dedications

Ministerial Ethics: Handling Finance, Receiving a guest Minister, Ministering in other Churches and Ministries, Relating to your members and Staff

### **CLF Membership Development Program**

Stage 1: New converts Class

Stage 2: Membership Orientation

Stage 3: Spiritual Maturity Course

Stage 4: Ministry Orientation Course

Stage 5: Leadership Orientation

Stage 6: Ministerial Training Course

Stage 7: Ordination Process

Students will be expected to be competent with each course and able to establish others in what they represent

### **Cell Ministry**

The Biblical basis of Cell Ministry, The weekly life of a Cell (inc. size, meetings, follow-up, prayer, etc.), The qualities of a Cell leader, Prayer, Goal setting, Raising new leaders, Attracting visitors, Reaching out as a team, Needs based evangelism, preparing for Cell multiplication, planting new Cells, Cell meetings

## **Prayer**

The Call to Pray, How to Pray, Praying in the Spirit, The Ministry of Intercession, The Leader and their prayer life, The Prayer of faith

Fasting: Why Fast, Different types of fasts, Regular and Public fasts, Fasting and your ministry, How to begin and break a fast, The Bridegroom Fast

## **Leadership Development**

Spiritual Leadership, The Principles of Vision, Spiritual Authority, The Principles of Faith, Mentorship, The Leader & Their Family,

## **How to preach and teach – Homiletics**

**How to minister to others:** Preparing to minister inc. Spiritual preparation, Appearance, Hygiene, Praying for others, Altar Work

## **Supernatural Ministry**

**Introduction to Supernatural Ministry:** Authority & Power, How did Jesus minister, The Gifts of the Holy Spirit

**The Anointing:** Its purpose, How it operates, Aids and Hindrances to the anointing

**Prophetic Ministry:** Understanding Prophecy, The Purpose & Place of Prophecy in the Church, Prophetic Failure & Success, How to minister Prophetically, Prophetic Evangelism

**Healing Ministry:** The gifts of Healing, Reasons why people are not Healed, Who should minister, Health & Forgiveness, Healing in Spirit, Healing in Body and Inner Healing, Evangelism through Healing

**Deliverance Ministry:** The greatness of God, Satan & Demons, The entrance of Demons, Spiritual weapons for warfare, Self Discipline & Deliverance, Physical Healing & Deliverance, Manifestations, The process of Deliverance, Hindrances to Deliverance, How to set yourself free, How to set others free, Maintaining your deliverance

## **Counselling**

The Church and Counselling, The Counsellor and Counselling, The Core of Counselling, Community Counselling, The Crisis in Counselling, Counselling sexual issues, Dealing with marital conflicts, Pre marital counselling

## **Church Planting**

The Church Planting Challenge, Preparing to Plant a Church, Different types of local Church models, How to plant a Church, Starting the New Church, Development and Growth

## **Systematic Theology**

### **God**

The Nature of God, the Trinity; Heresies about the Godhead

### **Jesus Christ**

Who is Jesus Christ? The Life of Christ, His Death & Resurrection, His Ascension & Intercession, His Second Coming

### **The Holy Spirit**

His Person & Ministry, The Baptism of the Holy Spirit, The Fruit of the Holy Spirit, The Gifts of the Holy Spirit

### **End Times**

Evangelical Agreement on things to come, Pre-millennialism, A-millennialism, Post-millennialism, The differences between the Schools of thought, The New Millennium and the second coming of Christ

### **Eternal States**

Eternity and time, Heaven and Hell, What happens when we die?

### **Other Doctrines**

The Atonement, Man, Sin, Angels, Satan and Demons, The Doctrine of Revelation, The Doctrine of the Scriptures

## **Evangelism**

The Call & Need to Evangelise, How to win a Soul, How to Disciple a New Convert, Prayer Evangelism, Methods of Evangelism: inc. Street, community, cross-cultural, Pubs, clubs and Schools, The Challenge of Islam, Reaching out to Christian cults

## **Financial Stewardship**

Tithes, Offerings, Laws of financial harvests, Financial Prosperity

## **Other Essential Subjects**

New creation realities, The Believer's Authority, Worship, Holiness, Spiritual Warfare, Understanding Covenants, The Family, Financial Stewardship, The ministry of women

## MTC Projects

### Project 1: Evangelistic Event

You are to be part of a team of 3 or more students with the following assignment:

1. Organise an Evangelistic event for adults, youth or both within a local Church setting at the end of each academic year.
2. The event may be for 1 or 2 days. The timing and duration of each day is up to the team
3. Each team must nominate its own team leader for the event. The team leader along with team members should then allocate the various responsibilities regarding the event to the rest of the team
4. Submit a written report of no more than 400 words for this event and include the following information:
  - i. The event planned
  - ii. The resource and responsibilities identified for the success of each event
  - iii. The prayer strategy, outreach strategy, theme and publicity employed
  - iv. Number of adults, youth and children in attendance to the event
  - v. Responsibilities and roles played by team members
  - vi. The estimated cost of the event and the actual cost of the event
  - vii. Number of souls saved, baptised with the Holy Spirit or healed during the event
  - viii. Finance received and banked as a result of the event
  - ix. The actual event i.e. what actually happened

Ensure that you have the approval, co-operation and input from the Pastor of the Church. Each report should be submitted by the 31<sup>st</sup> of August in each academic year

### Project 2: Power Services

You are to be part of a team of 3 or more students with the following assignment:

Organise a Power encounter service incorporating the supernatural power of God as the main feature for the service. Location can be indoors or outdoors but must seek to reach out to believers and non-believers.

1. The event must be for two or more days. The duration for each service is up to the team

2. The nature of the specific service provided is entirely up to the team, however it must ensure the full participation of each member of the team
3. Submit a written report of no more than 400 words for each event and include the following information:
  - i. The event planned
  - ii. The resource and responsibilities identified for the success of each event
  - iii. The prayer strategy, evangelism strategy, theme and publicity employed
  - iv. Number of adults, youth and children in attendance to each event
  - v. Responsibilities and roles played by team members
  - vi. The estimated cost of each event and the actual cost of each event
  - vii. Number of souls saved, baptised with the Holy Spirit or healed during the event
  - viii. Finance received and banked as a result of the event
  - ix. The actual event i.e. what actually happened

Ensure that you have the approval, co-operation and input from the Pastor of the Church. Each report should be submitted by the 31<sup>st</sup> of August in each academic year

### **Project 3: Church Plant/ Development**

You are part of a team of 3 or more students with the following assignment – Choose A, B or C:

- A. Plant a Church as a team with the goal of an average Sunday attendance to 30 adults or more and a committed membership (excluding the team) to 20 adults (18 and over) at a designated area over a period of 1year. The team must ensure that the Church plant has a CLF approved pastor and ministerial team after the 1year period is over
- B. Develop an existing Church to double its current Sunday adult attendance or increase to 30 or more adults each Sunday and a committed membership of 20 or more adults whichever of the two is greater over a period of 1year. The team must ensure that it works with the local pastor.
- C. Establish an outreach ministry that ministers to non Christians over a period of 1year with the view of seeing 50 or more souls saved, baptised and added to a Church plant of less than 2years old. The team must ensure that it works with the local pastor. The success of the team is dependant on the continuity of this ministry after the 6months period.

Give a report of not more than 400 words on how the team initiated this project. Include the following:

- Team leader nominated and the responsibilities of each team member
- Strategy adopted to initiate this project
- Number of souls baptised, filled with the Holy Spirit and ministered to supernaturally
- Briefly highlight ten testimonies of those impacted by the power of God
- Number of committed members to local Church as a result of the teams efforts
- Costs incurred to plant the Church or to develop the Church
- Details of the pastor proposed to be installed by the team (if applicable) and why
- Details to ensure continuity of ministry or continuity of Church plant (as applicable)
- Monthly reports are submitted about the Church. These should include:
  - Weekly Sunday and mid-week attendance of adults and children
  - Weekly tithes and offering received and Weekly expenditure
  - Problems and challenges faced by the pastor each week
  - Special requests for input from the pastor or members of the Church to CLF Board

Ensure that you have the approval, co-operation and input from the Pastor of the Church. Each report should be submitted by the 31<sup>st</sup> of August in each academic year

### **An important notice for all Students**

All the financial proceeds from each event go into Christian Life Training Institute's bank account. Attach banking payment slips to each report submitted

All Churches planted or ministries initiated during this course come under the direct authority and supervision of Christian Life Fellowship and Christian Life Training Institute. This is unless specifically stated otherwise at the beginning of each initiative.

## MTC Book List

<b>Book</b>	<b>Author</b>	<b>Publisher</b>
Christian Counselling	Gary R Collins Ph.D.	Word Books
Developing the Leader within you	John C Maxwell	Nelson Publishing
Come, Holy Spirit	David Pytches	Hodder & Stoughton
User Friendly Prophecy	Larry J Randolph	Destiny Image
Developing Your Prophetic Gifting	Graham Cooke	Sovereign World
The Church in the New Testament	Kevin J Conner	Sovereign World
Becoming A Leader	Myles Munroe	Destiny Image
Soul winning: A Classic On Evangelism	TL Osborn	OSFO Publishers
Foundations of Christian Doctrine	Kevin J Conner	Sovereign World
God's Chosen Fast	Arthur Wallis	Kingsway
Christian Set yourself Free	Graham & Shirley Powell	New Wine Press
Evicting Demonic Squatters & Breaking Bondages	Noel & Phyl Gibson	
What Happens When We Die	Roger Price	Sovereign World
Systematic Theology	Grudem W	Intervarsity Press
Who Needs Theology	Grenz J S & Olson R E	Intervarsity Press
The Purpose Driven Church	Rick Warren	

## Notes to the Lecturers

### **Lecturers must adhere to all Course requirements**

Lecturers are expected to be punctual and prompt to all course criteria and deadlines. Lecturers unable to fulfill their lecturing obligations are expected to inform the Course Administrator immediately, preferably with as much notice as possible. Persistent lateness or infringement of course requirements may result in the removal of lecturers as part of CLTI's faculty.

### **Lessons must be prompt and punctual**

The first lesson on Tuesday should start at 7:00pm prompt and the last lesson should end by 9:15pm:

Lesson 1: 7:00pm – 8:00pm

15 minutes break

Lesson 2: 8:15pm – 9:15pm

### **Test/homework submission, marking and return policy**

1. Homework should be submitted online via [mtc@clfi.org](mailto:mtc@clfi.org), in order to monitor students that submit in time versus late submissions.

Late submissions are at the discretion of the lecturer, however the assessment guidelines within the MTC Course Standards remain i.e. *late assignments may be received at a cost in reduction of grades. Assignments may not be received more than one week late unless there are special circumstances.*

2. Submitted homework will be compiled on behalf of the lecturer by the Course Administrator and sent to the appropriate lecturer for marking
3. Marked assignments, homework, tests or exams should be sent to the Course Administrator who compiles all the grades and then returns them to the appropriate students. Lecturers may leave all marked submissions at the CLTI office for the Course Administrator
4. The submission of assignments, homework or tests and their return once marked should be completed within 3 weeks of their due date from the students. Lecturers may be removed from continuing to lecturer at CLTI if they persistently breach this requirement.

5. Those Lecturers who receive some form of remuneration are expected to comply with all CLTI course requirements. Failure to do so will affect the delay and possible penalization of outstanding monies to those lecturers in receipt of fees/remuneration. The penalty for assignments having to be marked by someone else other than the lecturer who set the assignment is a required refund of 50 percent of the original agreed lecturers fees for that subject or module.