



# **SCHOOL CATALOG**

## **2025 – 2026**

# TABLE OF CONTENTS

|                                                    |    |
|----------------------------------------------------|----|
| Purpose.....                                       | 3  |
| Mission Statement.....                             | 4  |
| The Statement of Faith.....                        | 5  |
| Accreditation.....                                 | 6  |
| The Visionary and The Vision.....                  | 7  |
| Faculty & Staff.....                               | 8  |
| Admissions.....                                    | 10 |
| Financial Information.....                         | 12 |
| Governing Policies.....                            | 17 |
| Course Descriptions.....                           | 19 |
| Certificate/Diploma Programs.....                  | 21 |
| Chaplaincy Program.....                            | 22 |
| Sixteen Week Courses (New addition) .....          | 24 |
| Attestation of Licentiate NYS Residents only ..... | 25 |
| Degree Programs                                    |    |
| Theology.....                                      | 33 |
| Christian Counseling.....                          | 37 |
| Honorary Degrees.....                              | 40 |
| Weekly Schedule.....                               | 41 |
| School Calendar.....                               | 43 |

Welcome to the Mount Olive Bible Institute & Seminary; a school where all students have seen the need for Christian training and an intimate knowledge of the word of God for their lives! We offer religious non-degree programs to our New York students and religious degree programs to our Florida and Virginia students to enhance ministry skills.

## **OUR PURPOSE**

The Mount Olive Bible Institute & Seminary has been a light house to the Brooklyn area since 1986. We thank God for the vision He gave our founder the Late Bishop Dr. Randolph Austin. The Seminary began with a student body of fifteen and today Mount Olive Bible Institute and Seminary averages 150 plus graduates per year and has students nationally and internationally.

The Mount Olive Bible Institute & Seminary is a corporation organized under the laws of New York, authorized to transact business in the State of Florida. The Commission for Independent Education accepted the Mount Olive Bible Institute & Seminary as having complied with Section 1005.06 (1) (F), Florida statutes pursuant to religious institutions.

Mount Olive Bible Institute & Seminary is a religious institution exempt from state regulation and oversight in the Commonwealth of Virginia.

We offer you the opportunity to enroll in religious programs offered to all who recognize the great need to study the word of God. The primary purpose of this Institute is to equip students to meet the challenges of an effective ministry.

We provide a curriculum rooted in the Holy Scriptures, adapted to the needs and experience of each of our students. Our students are trained under the instruction of fully qualified instructors and teachers. We are accredited by the ACCREDITING COMMISSION INTERNATIONAL (ACI).

## **Mission Statement**

- A. The Mount Olive Bible Institute and Seminary, Inc. is a Christian Not-For-Profit Institution. Established in recognition of the need to spiritually qualify men and women for the Gospel Ministry.**
- B. To instruct classes in Christian Education to all races, color, sex, national or ethnic origins.**
- C. To support the work of other Institutions or Organizations of the same or similar purpose.**
- D. To provide community service as the board of advisors deem necessary and appropriate.**
- E. To solicit, collect and otherwise fund-raise money for the educational purpose of the Corporation and its particular interests.**

## The Statement of Faith

1. We Believe in One God – Father, Son and Holy Ghost. (*Mark 10:29*)
2. We Believe that the Lord Jesus Christ, The Only Begotten Son of God, was conceived of the Holy Spirit; Born of the Virgin Mary; crucified; died; buried and resurrected. He ascended into Heaven and is now seated at the right hand of God the Father. (*Luke 1:35*)
3. We Believe that the Bible is the inspired, infallible, authoritative Word of God. It is the revealed will of God. It is the Power of God unto Salvation. (*II Tim 3:15-17; II Peter 1:21*)
4. We Believe that all have sinned and come short of the Glory of God and repentance of sin through faith in the Blood of Jesus Christ is necessary for the forgiveness of sins. (*Romans 3:23; 6:23; 10:8-10*)
5. We Believe Holiness to be God's standard of living for His people. (*Eph. 4:24*)
6. We Believe that Baptism in water is by immersion for Believers. This ordinance is a symbol to the world that one has died and buried with Jesus and has been raised with Him to walk in newness of life. (*Matt 28:29; Acts 10:47*)
7. We Believe in speaking with other tongues as the Spirit gives utterance which is the initial evidence of the Baptism of the Holy Spirit. (*Matt 3:11; John 14: 16-17; Acts 1:8*)
8. We Believe Divine healing is provided for all in the atonement of Christ. (*Matt 8:17; Isa. 53:4-5*)
9. We Believe the Lord's Supper is an ordinance of the Church symbolizing the broken body and shed Blood of Jesus Christ as the New Covenant between God and Man. (*I Cor. 11:24, 25, 28*)
10. We Believe in the Resurrection of the Just, and the Return of Our Lord. (*Titus 2:13*)

# Accreditation

The following accrediting agencies that govern the Mount Olive Bible Institute & Seminary are classified as NON-GOVERNMENTAL Accreditations. The accrediting agency is not recognized by the USDOE.

We will accept any transfer of credits from any schools under this classification. However, transfer of secular credits is not guaranteed for acceptance into our religious programs. It must also be noted that the Mount Olive Bible Institute & Seminary will confer strictly religious degrees and therefore no guarantee is given or implied for acceptance into the secular world.

## Accreditations are from the following institutions:

Accrediting Commission International since 2004. This agency is not recognized by the USDOE.

The address for **A.C.I** is:

PO Box 1030

Beebe, AR 72012

([www.accreditnow.com](http://www.accreditnow.com))

PH: (877) 244-1989

All degrees are conferred by the Mount Olive Bible Institute and Seminary of Florida and Virginia.

# THE VISIONARY & THE VISION



The Late Bishop Dr. Randolph Austin birthed a vision greater than himself. It was in the year 1986 that the Mount Olive Bible Institute & Seminary opened its doors to fifteen students eager to study to show themselves approved unto God. He was excited to teach the truth of God's word to those that were eager to learn. The school was led by Dr. Austin and as he surrounded himself with profound men and women who carried the gift of teaching to the body of Christ.

The school became a beacon of light here in Brooklyn and Dr. Austin saw the need not only to offer certificate courses, but he wanted to grant his students new insight of deep theological study on a post graduate academia. He sought the help of Frank and Julie Stranges who allowed him to confer earned degrees from the International Theological Seminary of California. With this ability to give students earned degrees Bishop Austin saw his dream, his vision took flight!

God had more planned than Dr. Austin understood in his earlier years of dreaming and the school was also covered by Lighthouse Christian College. Truly as he delighted himself in Christ, God granted Dr. Austin more for his faithfulness. It was in 2004 that the Mount Olive Bible Institute & Seminary was incorporated and by 2009 it became a licensed, accredited school.

Bishop Dr. Randolph Austin got to see his vision materialized and established as God promised him. He saw that because the school doors were opened; it allowed men and women from various denominations to participate and enhance their theological experience of God's word. Our visionary graduated from this life to eternal glory September 2014. We give God great thanks for blessing us with a man with a vision that carried out his mission.

# FACULTY & STAFF

## BROOKLYN CAMPUS

|                       |                                                                                                                                                                                                                                    |
|-----------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>President</b>      | Dr. Gabriel Austin, Th.D., D.D., Ph.D.                                                                                                                                                                                             |
| <b>Vice President</b> | Dr. Catherine Austin, Th.D., Ph.D.                                                                                                                                                                                                 |
| <b>Dean</b>           | Dr. Gale Forde, C.Ed.D., Th.D., D.D.                                                                                                                                                                                               |
| <b>Professors</b>     | Dr. Sharon Christian, D.ChPs; Ph.D.<br>Dr. Brenda Lyken-Quashie, Th.D., Ph.D.<br>Dr. Eileen Anderson, D.ChPs.<br>Dr. Colleen Marshall, D.ChPs.<br>Dr. Karen Abrams, D.R.E.<br>Dr. Rany Williams, Th.D.<br>Dr. Paula Charles, Th.D. |

## ADMINISTRATION

|                              |                                                       |
|------------------------------|-------------------------------------------------------|
| <b>Office Administration</b> | Dr. Annette Austin, Th.D.<br>Dr. Karen Abrams, D.R.E. |
|------------------------------|-------------------------------------------------------|

# FACULTY & STAFF

## OSSINING CAMPUS

### **Dean of the Ossining**

Dr. Joan Whittaker, MLS, Th.D., Ph.D.

### Professors

Dr. Colin Dacres, Th.D.

Dr. Margaret Butler, Th.D.

Dr. Michael Gardner, Th.D., Ph.D.

Dr. Yvrose Athins, Th.D.

### Office Administration:

Dr. Margaret Butler, Th.D.

## ALUMNI DIVISION

### President

Dr. Cecelia Hawkins, Th.D.

### Secretary:

Dr. Debbie Carter-Gordon, Th.D.

### Advisor:

Dr. Annette Austin, Th.D.

### Committee Members:

Dr. Jadine McLaughlin, Th.D.

Dr. Jacqueline Doyle, Th.D.

# Admissions

Mount Olive Bible Institute & Seminary admits students of any race, color, nationality, sex, ethnic origin, or disability to all the rights, privileges, programs, and activities generally accorded or made available at MOBI&S.

A non-refunded registration fee of \$50.00 is required from all registrants.

## **NON-DEGREE PROGRAMS:**

The following conditional requirements must be met prior to admission:

1. Completed application.
2. \$50.00 for your non-refundable registration fee.
3. \$150.00 deposit of tuition to obtain a deferral tuition agreement.

## **EARNED DEGREE PROGRAMS (FL & VA students):**

The following conditional requirements must be satisfied prior to admission in any of the degree classes:

1. Provide proof of previous theological experience.
  - a. Most recent earned degree and,
  - b. Official transcript  
*(This will determine your next level in prospective studies)*
2. \$50 for your non-refundable registration fee.
3. Your initial deposit of \$300.00 of tuition to obtain a deferral tuition agreement for applied degree programs. *(Once bursar records indicate acceptance of your initial deposit then you can obtain your course work binder)*

## **ONLINE STUDY:**

Our online courses utilize the servicing platform of Google Meet for our faculty and student body. Google Meet carries the capabilities to post, collect and grade assignments. All registered student body members will have access to our servicing platform for their studies.

Registered student body members with a Mt. Olive Bible Institute & Seminary assigned email address will have access to:

1. Posted online announcements from the faculty or staff body.
2. Course content: (course materials, presentations and/or handouts, etc.)
3. Posed questions to your professors.
4. Completed assignments, and/or exams.
5. Collect graded tests.

### Google Meet Mobile

The Google Meet App can be downloaded on your smartphones and tablets for your use of convenience. Simply go to your 'App Store' for Apple product users or to the 'Play Store' for Android users.

### Google Meet for Laptop and Desktop Computers

It is advised that Laptop and Desktop operators utilize Google Chrome web browser for the Google Meet platform. This will make it easier to gain access to Google Meet for your emails, classroom access along with Google drive, and all the available features.



# Financial Information

The Mount Olive Bible Institute & Seminary does not receive any financial aid from any governmental agencies. All tuition is the responsibility solely of the student. Our programs fees are set at a reasonable range. Tuition and fees are subject to change by action of the Executive Board of the Mount Olive Bible Institute & Seminary.

**Tuition Fee Schedule – Domestic students only (Non-NYS Res.)** is as follows:

|                                        |                   |
|----------------------------------------|-------------------|
| Non degree /Certificate Programs ..... | \$ 450.00         |
| Associates Degree Program .....        | \$ 500.00/per yr. |
| Bachelor's degree Programs .....       | \$1,200.00        |
| Master's degree Programs.....          | \$1,500.00        |
| Doctorate Degree Programs .....        | \$1,800.00        |
| PHD Programs .....                     | \$2,700.00        |

*\*\*PHD programs not offered to VA students\*\**

## **Attestation of Licentiate Courses in Theology: NYS Residents Only**

|                                        |                   |
|----------------------------------------|-------------------|
| Non degree /Certificate Programs ..... | \$ 450.00         |
| General Bible Survey .....             | \$ 500.00/per yr. |
| Studies Programs .....                 | \$1,200.00        |
| Advanced Studies Programs.....         | \$1,500.00        |
| Ecclesiastical Studies Programs .....  | \$1,800.00        |
| Highly Advanced Studies Programs ..... | \$2,700.00        |
| Honorary Degrees.....                  | \$ 800.00         |

### **Fees Schedule: (All fees are non- refundable)**

Registration Fee (all Courses) ..... \$ 50.00

Student Activity Fees: *(inclusive of a wide range of activities from access to our servicing platform for virtual study to obtaining course materials.)*

- Non-Degree..... \$ 40.00
- Degree..... \$ 40.00

Graduation Fees:

- Non-Degree with full package robe..... \$ 115.00
- Non-Degree with robe accessories (**NO ROBE**) .... \$ 65.00
- Degree with full package robe..... \$ 140.00
- Degree with robe accessories (**NO ROBE**) ..... \$ 120.00
- Doctoral Degree students..... \$ 100.00

***\*\*Additional fees will be applied for Doctoral full package gown.***

Transcript fees..... \$ 10.00

*FYI: Full Package Robe consists of gown, cap, and tassel for all non-degree students. Full package for Degree students consists of gown, cap, hood, and tassel. Robe accessories are all the above items without a gown.*

### **INTERNATIONAL STUDENTS:**

**Tuition Fee Schedule** is as follows:

Non degree /Certificate Programs ..... \$ 450.00 USD

Associates Degree Program ..... \$ 500.00/per yr. USD

Bachelor's Degree Programs .....\$1,200.00 USD

Master's Degree Programs..... \$1,500.00 USD

Doctorate Degree Programs .....\$1,800.00 USD

PHD Programs .....\$2,700.00 USD

Honorary Degrees – (*Doctor of Divinity*) ..... \$ 800.00 USD

**Fees Schedule:** (All fees are non- refundable and follow the same schedule as domestic students)

Registration Fee (all Courses) ..... \$ 50.00 USD

Student Activity Fees..... \$ 40.00 USD

Graduation Fees..... (Same as domestic students)

**Shipping Costs:** All out-of-state students are responsible for their individual incurred costs. The cost will be determined and informed.

**GRADUATION FEES:** The following fees cover degrees, certificate, robes, robe accessories and graduation. See the fee schedule according to your course level.

All doctoral students can obtain their graduation robe from our assigned vendor. This information will be made available to you during the year of study.

All non-degree students must make an initial deposit of **\$200.00** for admission. To obtain the course work booklet **an initial deposit** is required.

All degree students must make an initial deposit of **\$350.00** for admission and to obtain access to your course work binder. Thesis information for degree classes will be distributed at an announce date, however, bursar records must indicate that a paid tuition minimum of \$600.00 has been satisfied.

**Any student requesting to take two (2) separate classes within one year must first satisfy one class financial fees and pay the required initial deposit for the second class prior to admittance.**

Upon registration all students will obtain a monthly deferred payment plan once your bursar account has a balance. Students with a deferred payment plan will be emailed a monthly invoice and will be granted a 5 business days grace period to make their monthly payment. Failure to make payment within the grace period will result in the suspension of your

classroom access. Access can be reinstated by calling our office at 718-287-2959 to make payment.

**Students receiving a deferred payment plan must satisfy their account by January 31 to maintain their active classroom status.** We ask that you kindly keep your payments on time to avoid removal from class or delay in receiving your certificate or degree. If your payments are delinquent your classes will be placed on hold until they are brought current.

**No personal checks for tuition will be accepted after March 1<sup>st</sup> of each school year.**

Any student satisfying their entire bill upon registration will have their registration fee waived.



## REFUND POLICY:

Once you register for classes you are responsible for all tuition and fees shown on your account. To cancel your registration and be considered for tuition refund, your account must be paid in full. **Only tuition is considered for refund.** Fees are non-refundable. Tuition refund for students who withdraw officially from a program is considered on the following basis:

First week or less of classes- 80% refund.

Two weeks or less of classes - 60% refund.

Three weeks or less of classes- 40% refund.

Four weeks or less of classes – **NO REFUND.**

**Deferred payment plans** are **not** considered for refund.

## BOUNCED CHECKS AND STOP PAYMENT CHECKS

Any student whose check is returned for insufficient funds or stop payment on submitted checks must pay bank fees of \$30.00. Checks will no longer be accepted from defaulted student. Since the student obtained a defaulted status all future payments accepted will be in the form of cash, debit/credit card only.

We accept the following: Cash, Checks, Money Order, Cashier Checks, Debit/Credit Card



# School Governing Policies

## 1. Attendance/Absenteeism-

All Students are expected to be prompt and present to every class. Excessive unexcused absences will not be allowed during the course term. MOBI&S will allow three (3) unexcused absences per school semester. If frequent absences continue, student final grade and graduating status will be affected and possible dismissal from class.

## 2. Dress Code –

All students must always maintain the best possible appearance. Men must wear a collar shirt with tie and dress pants, no shorts, jeans, or t-shirts. Ladies are required to wear a modest dress; no pants and hair should be worn conservatively and neatly groomed.

## 3. Conduct Code -

Cheating will never be tolerated during examinations. Students are not supposed to jeopardize their souls simply for a passing grade, cheating is just as sinful in the classroom as it is in any other area of society. Love, honor, and respect must be always shown towards members of the faculty as well as the student body, and anyone who is unruly will be dealt with accordingly.

## 4. Incomplete assignments

All students who have an incomplete on the final day of submission of all course work will be granted an extension of one year to accomplish their assignment for certificate of completion and or conferral of degree. Any student submitting work after the extension are not guaranteed to receive their degree and/or certificate; therefore, having to retake the course in its entirety to obtain said achievement. Consequently, forfeiting their ability to obtain refund of tuition and/or paid fees (No Exceptions).

## **5. Chapel Attendance & Assignment -**

It is mandatory that each student attend and participate in chapel services. All students' attendance will be acknowledged as regular attendance. Students are scheduled and encouraged to participate in chapel services, if it is through song, scripture showers, prayer, worship leading, ushering, etc.

Scheduled sermon assignments are graded. Therefore, all students are required to present a sermon to qualify for conferral of certificate or degree. If the student cannot attend chapel services due to unforeseen circumstances, it is their responsibility to provide an excused notice to their professor. If the student is assigned to bring their chapel assignment and cannot attend the scheduled services, then it is their responsibility to see their professor regarding the necessary arrangements to be rescheduled. The monthly schedule of chapel services will be announced and given to students during the school semester.

## **6. Graduation Rehearsal Attendance -**

To have a successful graduation preparation is the key event. Therefore, it is imperative that all graduating students attend the graduation rehearsals to guarantee such a prospect.



# Course Descriptions

## ORGANIZATION OF COURSES

The courses offered by the Mount Olive Bible Institute & Seminary are structured into the following academic classifications:

- Theology
- Christian Counseling

### Course Prerequisites:

Requirements for course admission will be indicated in italics following the course description. Degree programs are only offered to Florida and Virginia-based students.

### Course Divisions:

#### **Degree Courses in Theology:**

Associates in Theology: (*Prerequisite – Evangelism*)  
Bachelor of Theology: (*Prerequisite –General Bible Survey*)  
Master of Theology: (*Prerequisite –Bachelor’s Degree*)  
Doctor of Theology: (*Prerequisite – Master’s Degree*)  
PhD- Doctor in Philosophy in Theology: (*Prerequisite – 1<sup>st</sup> year Doctoral Degree*) **\*\*PHD programs not offered to VA students\*\***

#### **Degree Courses in Christian Counseling:**

Bachelors of Christian Counseling: (*Prerequisite – Associates in Theology*)  
Masters of Christian Counseling: (*Prerequisite –Bachelor’s Degree*)  
Doctor of Christian Counseling: (*Prerequisite – Master’s Degree*)  
PhD- Doctor in Philosophy in Christian Counseling: (*Prerequisite –1<sup>st</sup> year Doctoral Degree*) **\*\*PHD programs not offered to VA students\*\***

**All students working towards a degree must complete all prerequisites prior to conferral of degree. NO secular studies qualify for the next level.**

## **NEW YORK STATE RESIDENTS ONLY:**

All NYS residents applying for Theological or Christian Counseling studies will be offered our Attestation of Licentiate. This is a non-degree but religious acknowledgment. See the course division and/or description for the Attestation of Licentiate in the area of designation.

### **Attestation of Licentiate Courses in Theology:**

Studies in Theology: (*Prerequisite – Evangelism & General Bible Survey*)

Advanced Studies in Theology: (*Prerequisite – Studies in Theology*)

Ecclesiastical Studies in Theology: (*Prerequisite – Advanced Studies in Theology*)

Highly Advanced Studies in Theology: (*Prerequisite – Ecclesiastical Studies in Theology*)

### **Attestation of Licentiate Courses in Christian Counseling:**

Studies in Christian Counseling: (*Prerequisite – Evangelism & General Bible Studies*)

Advanced Studies in Christian Counseling: (*Prerequisite – Studies in Christian Counseling*)

Ecclesiastical Studies in Christian Counseling: (*Prerequisite – Advanced Studies in Christian Counseling*)

Highly Advanced Studies in Christian Counseling: (*Prerequisite – Ecclesiastical Studies in Christian Counseling*)

**All students working towards their attestation of licentiate must complete all prerequisites prior to release. NO secular studies qualify for the next level.**



## **CERTIFICATE/DIPLOMA PROGRAMS**

### **Evangelism: (*Prerequisite for Associates studies*)**

This one-year study is a study of the total church program of evangelism, including personal evangelism, pastoral evangelism, and professional evangelism. The call, qualifications, duties are taught. An emphasis on the methods, message and means of evangelism. This life of a spirit filled soul winner is taught. Simplified homiletical studies are reviewed where the principles and techniques of sermon preparation and delivery.

### **COURSE OUTLINE:**

|                                          |                          |
|------------------------------------------|--------------------------|
| Evangelistic Qualifications and Callings | Homiletics Theoretic,    |
| Practical Application,                   | The Evangelist in Action |
| Personal work with Young People,         | Altar work, etc.         |

### **Christian Counseling**

This study in counseling is a course to prepare any candidate to offer effective counseling with scriptural background techniques. Strategic topics of study will be examined by students to produce knowledgeable tactics. Students will also have a practicum in role counseling and lecturing.

**Prior to admittance of a certificate program in Christian Counseling the student must first obtain or taken the pre-requisite classes in Evangelism and General Bible Survey.**

### **COURSE OUTLINE:**

|                              |                      |
|------------------------------|----------------------|
| Basic Concepts in Counseling | Personal Issues      |
| Developmental Issues         | Interpersonal Issues |
| Identity Issues              | Spiritual Issues     |
| Concise Systematic Theology  | Christian &          |
| Professional Ethics          |                      |
| Public Speaking              | Lecture & Role Play  |

## **MOUNT OLIVE CHAPLAINCY ASSOCIATION**

Our purpose is to provide not only a fellowship for chaplains of all faiths, but a place for chaplaincy certification, educational opportunities, a community for chaplains to connect and membership affiliation to assist and help others find their call as a chaplain. Our chaplaincy program offers guidance, accountability, and chaplain to chaplain services.

This program trains and maintains skilled Christian chaplains to provide spiritual and emotional support and assistance to individuals and their families along to public and private institutions and any other agencies in times of crisis. Candidates who registered for chaplaincy will obtain their licensing certificate and badge upon completion. **All prospective chaplaincy candidates must be an ordained ministerial leader prior to applying for this course.**

### **REQUIREMENTS:**

- Completed Chaplaincy application.
- Attend 24 hours of course training.
- Complete 10 hours of pastoral care.
- Submit passport size photo in cleric attire.
- Submit evidence of ministerial credentials.
- Application fee.

### **COURSE OUTLINE:**

Crisis Prevention  
Crisis Solution  
Other Issues

Personal Issues  
Identity Issues

Fee Schedule:

|                               |           |
|-------------------------------|-----------|
| Chaplaincy Program .....      | \$ 500.00 |
| Chaplaincy Renewal Fees.....  | \$ 75.00  |
| Chaplaincy Transfer Fees..... | \$ 175.00 |

*This program is controlled by the Mount Olive Chaplaincy Association a nonprofit 501 (c)3 organization and a division of the Mount Olive organization.*



## **SIXTEEN WEEK COURSES**

### **Christian Worker:**

Sixteen-week study focusing on the vital structure of approach to the inner working of the gospel field. Understanding the needs of the lost, and the fellow believer; gaining a greater knowledge of spiritual assistance in this field of study.

### **COURSE OUTLINE:**

Personal Work/Essentials

Working Among the Sick/Backsliders

Visitation

Dealing with Sinners

### **The Book of Revelation**

The course is a refresher and in-depth panoramic study of the twenty-two chapters of revelation. The course will take you through the climax of biblical prophecy of the end times focusing on the present, and future to behold.

### **Leadership**

An intense study of the qualifications and the skills each leader in the gospel needs to acquire success. Along with a book study that grants greater insight to the needs of aspiring leaders.

### **COURSE OUTLINE:**

What does Leadership mean?

Better Leaders for the Church

How to Sustain High Leadership Morale

Qualifications of Leaders/Selecting Leaders

BOOK STUDY: Making of a Leader

## **NEW YORK STATE RESIDENTS ONLY**

### **ATTESTATION OF LICENTIATE PROGRAMS IN THEOLOGY**

#### **General Bible I (*Prerequisite for Studies in Theology*)**

In this first year of study, students will concentrate on foundational studies which include the Old and New Testament panoramic view of chief events, prominent characters, and main themes. Studies will also include homiletics studies in sermon preparation in theory. Students will also begin a foundational view of interpreting biblical language in typology and symbols.

#### **COURSE OUTLINE:                      First Year**

Old Testament Survey  
The Dispensations & Covenants  
Homiletics

New Testament Survey  
Typology  
Report Writing

#### **General Bible II (*Prerequisite for Studies in Theology*)**

In this second year of study, student will concentrate on overview of systematic theology along with a comprehensive study of where Christ is found throughout the Bible in hidden language. Students will also be required to complete their homiletic study by chapel practicum, where special attention will be given to their preparation, structure, and delivery. Introductory studies on Christian ethics will be reviewed along with discussion of personal work.

#### **COURSE OUTLINE:                      Second Year**

Christ in the Scriptures  
Personal Divine Life  
Homiletics

Predictive Prophecy  
Systematic Theology  
Report Writing

### **Studies in Theology (*Prerequisite for Advanced Studies in Theology*)**

A study of soteriology, theism, and eschatology. The study traces the doctrines of salvation, the doctrine of God and the last things as they are taught in the Scriptures. A brief detailed investigation on comparative religions, the book of Revelation in relation to biblical prophecy, and Church History.

#### **COURSE OUTLINE:**

##### **YEAR ONE: *Evangelism***

|                                          |                          |
|------------------------------------------|--------------------------|
| Evangelistic Qualifications and Callings | Homiletics Theoretic,    |
| Practical Application                    | The Evangelist in Action |
| Personal works with Young People         | Altar work, etc.         |

##### **YEAR TWO: *General Bible 1***

|                               |                      |
|-------------------------------|----------------------|
| Old Testament Survey          | New Testament Survey |
| The Dispensations & Covenants | Typology             |
| Homiletics                    |                      |

##### **YEAR THREE: *General Bible 2***

|                          |                     |
|--------------------------|---------------------|
| Christ in the Scriptures | Predictive Prophecy |
| Personal Divine Life     | Systematic Theology |
| Homiletics               |                     |

##### **YEAR FOUR: Studies in Theology**

|                       |                    |
|-----------------------|--------------------|
| Bible Origin          | Soteriology        |
| Comparative Religion  | Book of Revelation |
| Science and the Bible | Theism             |
| Church History        | Eschatology        |

### **Advanced Studies in Theology (*Prerequisite for Ecclesiastical Studies in Theology*)**

This course is effective for leaders. A study of proper ethical behaviors is investigated in Christian Ethics and the leading of others into effective bible studies. A systematic defense of the Christian faith is taught in Apologetics.

A brief study is given on the history of the Church Leaders and their faith values. Students will also delve into studies of an exegetical study of John with special emphasis on the Deity of Christ. An in-depth study on the book of Romans where an overview of each chapter is discussed. Thesis research writing is required for this course.

### **COURSE OUTLINE:**

|                                          |                          |
|------------------------------------------|--------------------------|
| Genesis in the Light of Modern Discovery | Symbolic & Polemics      |
| Patrology & Patristics                   | Effective Bible Study    |
| Christian Leadership                     | Old Testament Literature |
| Public Speaking                          | Christian Apologetics    |
| Book of John                             | Book of Romans           |
| Biblical Anthropology                    | Parliamentary Procedures |
| Plant & Animal Life                      | Christian Ethics         |

### **Ecclesiastical Studies in Theology ( 80-page thesis requirement)**

An in-depth discussion on hermeneutic study, the principles and techniques of Bible interpretation are reviewed. An overview of the basic methods and rules for interpreting types, figurative and prophetic language is taught. A deep eschatological study is examined into the views of the pre, mid and post millennial beliefs using a survey of the study of Daniel with special emphasis given on the prophecies relating to the end times. Thesis research writing is required for this course.

### **COURSE OUTLINE:**

|                                        |                              |
|----------------------------------------|------------------------------|
| Methods of Interpretation              | Eschatology of the Covenants |
| The Partial Rapture Position           | The Rapture Theories         |
| The Church Following the Rapture       | History of the Second Advent |
| Doctrine of the Tribulation – Part One | The Eternal Kingdom          |
| Doctrine of the Tribulation – Part Two | The Resurrections            |
| Doctrine of the Millennium – Part One  |                              |
| Doctrine of the Millennium – Part Two  |                              |

## **Highly Advanced Studies in Theology** (*100-page dissertation requirement*)

The design of this course is to give the theological student an overview of the history of western philosophy thought, focusing on the development of western philosophy, from the Greeks to the early Christians into the Middle Ages reaching the modern world. This course is a vigorous baptism into the philosophical ideas and will require the student to engage themselves both in reading and class discussion.

### **COURSE OUTLINE:**

Introduction to Philosophy  
Branches of Philosophy  
Biblical Message and Hellenic Philosophy  
Moral Ethics Philosophy  
Biblical Foundation of Moral Philosophy  
Medieval Philosophy  
Catholic Philosophy  
Philosophy of Religion,  
Rousseau to Present Day Philosophy  
Modern Philosophy  
History of Western Philosophy from Pre-Socrates to Roman Empire  
Theology Influence on Philosophy  
History of Old Testament Theology  
Arguments/Essays Philosophical Assignments  
Anthology of Philosophical Terms/Usage  
Philosophical Debate/Presentation  
Biblical Theology  
Catholic Theology  
Historical Development of Contemporary Catholicism



## **NEW YORK STATE RESIDENTS ONLY**

### **ATTESTATION OF LICENTIATE PROGRAMS IN CHRISTIAN COUNSELING**

#### **Studies in Christian Counseling: (*Prerequisite for Advanced Studies in Christian Counseling*)**

A study of human behavior through the lens of Scripture will be analyzed. The student is required to form a Biblical doctrine of Counseling using Scriptural principles. Students will learn to specialize in the methods and techniques employed by a Christian Counselor. Thesis research on Christian Counseling is required for this program.

#### **COURSE OUTLINE:**

##### **YEAR ONE: *Evangelism***

|                                          |                          |
|------------------------------------------|--------------------------|
| Evangelistic Qualifications and Callings | Homiletics Theoretic,    |
| Practical Application                    | The Evangelist in Action |
| Personal works with Young People         | Altar work, etc.         |

##### **YEAR TWO: *General Bible 1***

|                               |                      |
|-------------------------------|----------------------|
| Old Testament Survey          | New Testament Survey |
| The Dispensations & Covenants | Typology             |
| Homiletics                    |                      |

##### **YEAR THREE: *General Bible 2***

|                          |                     |
|--------------------------|---------------------|
| Christ in the Scriptures | Predictive Prophecy |
| Personal Divine Life     | Systematic Theology |

##### **YEAR FOUR: *Studies in Christian Counseling***

|                              |                                        |
|------------------------------|----------------------------------------|
| Basic concepts in counseling | Personal issues                        |
| Developmental issues         | Interpersonal issues                   |
| Identity issues              | Family issues                          |
| Spiritual Issues             | Doctrine of God                        |
| The Fruit of the Spirit      | Doctrine of the Holy Spirit            |
| Doctrine of Christ           | Christian Ethics & Professional Ethics |
| Public Speaking & Lecturing  | Role Playing & Teaching assignment.    |

## **Advanced Studies in Christian Counseling: (Prerequisite for Ecclesiastical Studies in Christian Counseling)**

This course introduces the foundational principles, methods, modalities, and techniques associated with the field of Christian Counseling. You will explore various topics, the change process, and its barriers; and engage in personal reflection regarding your own personality and family of origin. It is designed to give you a deepened self-awareness; steps leading to personal healing and growth; and increased confidence in helping others with life's problems through the application of Scripture. It is imperative, (*absolutely necessary*), to remember that you must first give yourself to being a student of God's Word before you attempt to get actively involved in counseling others. With all the diverse psycho-logical concepts on human behavior, it is imperative that the Christian be able to evaluate all ideas and theories from a Biblical perspective. Anthology and Thesis research writing is required for this program.

### **COURSE OUTLINE:**

Values and Worldview Clarification  
Reclaiming a Biblical Psychology  
A Biblical Strategy for Christian Counseling  
Role Play, Lecture  
Diverse Strategies in Christian Counseling  
Counseling Assistance Tool Kit  
The Integration of Theology and Psychology  
Resolving Root Issues in the Marketplace  
Practitioner and Client Assessment  
God, Client, and Therapist in Christian Counseling  
Professional Christian Therapy and the Church Community  
Professional Accountability Relationships with Authority  
Anthology of Psychology Terms and Usage



## **Ecclesiastical Studies in Christian Counseling (80-page thesis requirement.)**

A Nouthetic discourse is studied in accordance with Biblical principles. With this study students will be encouraged to focus on biblical approaches during counseling. During counseling there will be interaction of other faiths, a study on cults, world religions is examined to give an insight on their dogma. Students will also study Church history reviewing the stages of the church from inception to the present-day standards. A written thesis is required for this program.

### **COURSE OUTLINE:**

Christianity and Psychiatry Today  
The Holy Spirit and Counseling  
What is Wrong with the Mentally Ill  
What is Nouthetic Counseling  
The Pastor as a Nouthetic Counselor  
Nouthetic and Rogerian Counseling  
Confess Your Sins  
Solving Problems Nouthetically  
Some Principles of Nouthetic Techniques  
Communication and Multiple Counseling  
Church History  
Practice of Nouthetic Counseling  
Study of Cults, World Religions, and the Occult  
Christian School Teachers as Nouthetic Counselors



## **Highly Advanced Studies in Christian Counseling (100 page dissertation requirement)**

This course will grant an overview of the history of western philosophical thought. The psychology student will examine the influence of Western philosophical thoughts on psychology and its integration. Discussion of the principles and techniques of counseling along with an investigation of the bible and crisis types and crisis intervention will be explored.

### **COURSE OUTLINE:**

Introduction to Philosophy  
Branches of Philosophy  
A History of Western Philosophy  
Christian Counseling  
Christian and Psychology  
Spiritual Issues  
The Loss and Restoration of Personal Identity II  
Science and the Bible  
The Essentials of Christian Counseling III  
Theology and Psychology  
The Church and Counseling IV  
Josephus & the New Testament I, II, III  
Competent to Counsel  
Psychology of Counseling  
Crises in Counseling



## **DEGREE PROGRAMS IN THEOLOGY (FL & VA)**

### **Associates - General Bible I (30 semester hours -Prerequisite for Bachelor studies)**

In this first year of study, students will concentrate on foundational studies which include Old and New Testament panoramic views of chief events, prominent characters, and main themes. Studies will also include homiletics studies in sermon preparation in theory. Students will also begin a foundational view of interpreting biblical language in typology and symbols.

#### **COURSE OUTLINE:**                      **First Year**

Old Testament Survey  
The Dispensations & Covenants  
Homiletics

New Testament Survey  
Typology  
Report Writing

### **Associates - General Bible II (30 semester hours - Prerequisite for Bachelor studies)**

In this second year of study, student will concentrate on overview of systematic theology along with a comprehensive study of where Christ is found throughout the Bible in hidden language. Students will also be required to complete their homiletic study by chapel practicum, where special attention will be given to their preparation, structure, and delivery. Introductory studies on Christian ethics will be reviewed along with discussion of personal work.

#### **COURSE OUTLINE:**                      **Second Year**

Christ in the Scriptures  
Personal Divine Life  
Homiletics

Predictive Prophecy  
Systematic Theology  
Report Writing

**Bachelors** (120 accumulative semester hours – 20-page thesis requirement for degree)

A study of soteriology, theism, and eschatology. The study traces the doctrines of salvation, the doctrine of God and the last things as they are taught in the Scriptures. A brief detailed investigation on comparative religions, the book of Revelation in relation to biblical prophecy, and Church History. Thesis research writing is also required.

**COURSE OUTLINE:**

**YEAR ONE: *Evangelism***

|                                          |                          |
|------------------------------------------|--------------------------|
| Evangelistic Qualifications and Callings | Homiletics Theoretic,    |
| Practical Application                    | The Evangelist in Action |
| Personal works with Young People         | Altar work, etc.         |

**YEAR TWO: *General Bible 1***

|                               |                      |
|-------------------------------|----------------------|
| Old Testament Survey          | New Testament Survey |
| The Dispensations & Covenants | Typology             |
| Homiletics                    |                      |

**YEAR THREE: *General Bible 2***

|                          |                     |
|--------------------------|---------------------|
| Christ in the Scriptures | Predictive Prophecy |
| Personal Divine Life     | Systematic Theology |
| Homiletics               |                     |

**YEAR FOUR: *Bachelor of Theology***

|                       |                    |
|-----------------------|--------------------|
| Bible Origin          | Soteriology        |
| Comparative Religion  | Book of Revelation |
| Science and the Bible | Theism             |
| Church History        | Eschatology        |

**Masters** (50 credits above Bachelor's in Theology degree- 40 pages thesis requirement for degree)

This course is effective for leaders. A study of proper ethical behaviors is investigated in Christian Ethics and the leading of others into effective bible studies. A systematic defense of the Christian faith is taught in Apologetics. A brief study is given on the history of the Church Leaders and their faith values. Students will also delve into studies of an exegetical study of John with special emphasis on the Deity of Christ. An in-depth

study on the book of Romans where an overview of each chapter is discussed. Thesis research writing is required for this course.

### **COURSE OUTLINE:**

|                                          |                          |
|------------------------------------------|--------------------------|
| Genesis in the Light of Modern Discovery | Symbolic & Polemics      |
| Patrology & Patristics                   | Effective Bible Study    |
| Christian Leadership                     | Old Testament Literature |
| Public Speaking                          | Christian Apologetics    |
| Book of John                             | Book of Romans           |
| Biblical Anthropology                    | Parliamentary Procedures |
| Plant & Animal Life                      | Christian Ethics         |

**Doctorate** (*50 credits above Master's in Theology degree – 80-page thesis requirement for degree*)

An in-depth discussion on hermeneutic study, the principles and techniques of Bible interpretation are reviewed. An overview of the basic methods and rules for interpreting types, figurative and prophetic language is taught. A deep eschatological study is examined into the views of the pre, mid and post millennial beliefs using a survey of the study of Daniel with special emphasis given on the prophecies relating to the end times. Thesis research writing is required for this course.

### **COURSE OUTLINE:**

|                                        |                              |
|----------------------------------------|------------------------------|
| Methods of Interpretation              | Eschatology of the Covenants |
| The Partial Rapture Position           | The Rapture Theories         |
| The Church Following the Rapture       | History of the Second Advent |
| Doctrine of the Tribulation – Part One | The Eternal Kingdom          |
| Doctrine of the Tribulation – Part Two | The Resurrections            |
| Doctrine of the Millennium – Part One  |                              |
| Doctrine of the Millennium – Part Two  |                              |



**Doctor of Philosophy in Theology** (64 credits above the Doctoral degree in Theology  
– 100-page dissertation requirement for degree)

**\*\*PHD is not offered to Virginia Students\*\***

The design of this course is to give the theological student an overview of the history of western philosophy thought, focusing on the development of western philosophy, from the Greeks to the early Christians into the Middle Ages reaching the modern world. This course is a vigorous baptism into the philosophical ideas and will require the student to engage themselves both in reading and class discussion.

**COURSE OUTLINE:**

Introduction to Philosophy  
Branches of Philosophy  
Biblical Message and Hellenic Philosophy  
Moral Ethics Philosophy  
Biblical Foundation of Moral Philosophy  
Medieval Philosophy  
Catholic Philosophy  
Philosophy of Religion,  
Rousseau to Present Day Philosophy  
Modern Philosophy  
History of Western Philosophy from Pre-Socrates to Roman Empire  
Theology Influence on Philosophy  
History of Old Testament Theology  
Arguments/Essays Philosophical Assignments  
Anthology of Philosophical Terms/Usage  
Philosophical Debate/Presentation  
Biblical Theology  
Catholic Theology  
Historical Development of Contemporary Catholicism



## **DEGREE PROGRAMS IN CHRISTIAN COUNSELING (FL & VA ONLY)**

**Bachelors:** (120 semester hours – 20-page thesis requirement for degree)

A study of human behavior through the lens of Scripture will be analyzed. The student is required to form a Biblical doctrine of Counseling using Scriptural principles. Students will learn to specialize in the methods and techniques employed by a Christian Counselor. Thesis research on Christian Counseling is required for this program.

### **COURSE OUTLINE:**

#### **YEAR ONE: *Evangelism***

|                                          |                          |
|------------------------------------------|--------------------------|
| Evangelistic Qualifications and Callings | Homiletics Theoretic,    |
| Practical Application                    | The Evangelist in Action |
| Personal works with Young People         | Altar work, etc.         |

#### **YEAR TWO: *General Bible 1***

|                               |                      |
|-------------------------------|----------------------|
| Old Testament Survey          | New Testament Survey |
| The Dispensations & Covenants | Typology             |
| Homiletics                    |                      |

#### **YEAR THREE: *General Bible 2***

|                          |                     |
|--------------------------|---------------------|
| Christ in the Scriptures | Predictive Prophecy |
| Personal Divine Life     | Systematic Theology |

#### **YEAR FOUR: *Bachelors in Christian Counseling***

|                              |                                        |
|------------------------------|----------------------------------------|
| Basic concepts in counseling | Personal issues                        |
| Developmental issues         | Interpersonal issues                   |
| Identity issues              | Family issues                          |
| Spiritual Issues             | Doctrine of God                        |
| The Fruit of the Spirit      | Doctrine of the Holy Spirit            |
| Doctrine of Christ           | Christian Ethics & Professional Ethics |
| Public Speaking & Lecturing  | Role Playing & Teaching assignment     |

**Masters:** (50 credits above Bachelor- 40 pages thesis requirement for degree)

This course introduces the foundational principles, methods, modalities, and techniques associated with the field of Christian Counseling. You will explore various topics, the change process, and its barriers; and engage in personal reflection regarding your own personality and family of origin. It is designed to give you a deepened self-awareness; steps leading to personal healing and growth; and increased confidence in helping others with life's problems through the application of Scripture. It is imperative (*absolutely necessary*) to remember that you must first give yourself to being a student of God's Word before you attempt to get actively involved in counseling others. With all the diverse psycho-logical concepts on human behavior, it is imperative that the Christian be able to evaluate all ideas and theories from a Biblical perspective. Anthology and Thesis research writing is required for this program.

**COURSE OUTLINE:**

Values and Worldview Clarification  
Reclaiming a Biblical Psychology  
A Biblical Strategy for Christian Counseling  
Role Play, Lecture  
Diverse Strategies in Christian Counseling  
Counseling Assistance Tool Kit  
The Integration of Theology and Psychology  
Resolving Root Issues in the Marketplace  
Practitioner and Client Assessment  
God, Client and Therapist in Christian Counseling  
Professional Christian Therapy and the Church Community  
Professional Accountability Relationships with Authority  
Anthology of Psychology Terms and Usage



### **Doctorates** *(50 credits above Master's degree – 80-page thesis requirement for degree)*

A Nouthetic discourse is studied in accordance with Biblical principles. With this study students will be encouraged to focus on biblical approaches during counseling. During counseling there will be interaction of other faiths, a study on cults, world religions is examined to give an insight on their dogma. Students will also study Church history reviewing the stages of the church from inception to the present-day standards. A written thesis is required for this program.

### **COURSE OUTLINE:**

Christianity and Psychiatry Today  
The Holy Spirit and Counseling  
What is Wrong with the Mentally Ill  
What is Nouthetic Counseling  
The Pastor as a Nouthetic Counselor  
Nouthetic and Rogerian Counseling  
Confess Your Sins  
Solving Problems Nouthetically  
Some Principles of Nouthetic Techniques  
Communication and Multiple Counseling  
Church History  
Practice of Nouthetic Counseling  
Study of Cults, World Religions, and the Occult  
Christian School Teachers as Nouthetic Counselors

### **Doctor of Philosophy in Christian Counseling** *(64 credits above the doctorate degree – 100-page dissertation requirement for degree)*

**\*\*PHD is not offered to Virginia Students\*\***

This course will grant an overview of the history of western philosophical thought. The psychology student will examine the influence of Western philosophical thoughts on psychology and its integration. Discussion of the principles and techniques of counseling along with an investigation of the bible and crisis types and crisis intervention will be explored.

## **COURSE OUTLINE:**

Introduction to Philosophy  
Branches of Philosophy  
A History of Western Philosophy  
Christian Counseling  
Christian and Psychology  
Spiritual Issues  
The Loss and Restoration of Personal Identity II  
Science and the Bible  
The Essentials of Christian Counseling III  
Theology and Psychology  
The Church and Counseling IV  
Josephus & the New Testament I, II, III  
Competent to Counsel  
Psychology of Counseling  
Crises in Counseling

## **HONORARY DEGREE**

To obtain such a high honor of degree all candidates must have attained the following:

- Master's Degree in Theology, Christian Education or Christian Counseling
- Life Experiences in the Ministry will be given credit.

Student must provide to the Registrar's Office:

- Application
- Copy of your most recent degree.
- Transcript from your school of education
- Biography
- Letter of recommendation from your leaders and/or board of directors
- Fees due to the bursar's office. (*See fees listed under financial information.*)

## WEEKLY CLASS SCHEDULE

### **BROOKLYN CAMPUS**

#### **TUESDAYS AM CLASSES: 11:00 AM – 1:00 PM**

- Evangelism
- General Bible 1
- General Bible 2

#### **TUESDAY PM CLASSES: 7:30 PM – 9:30 PM**

- Chaplaincy

#### **THURSDAY AM CLASSES: 11:00 AM – 1:00 PM**

- Bachelor of Theology/Studies in Theology
- Master of Theology/Advanced Studies in Theology
- Doctor of Theology/Eccl. Studies in Theology

#### **THURSDAY PM CLASSES: 7:30 PM – 9:30 PM**

- Evangelism
- General Bible 1
- General Bible 2
- Christian Counseling
  
- Bachelor of Theology
- Master of Theology
- Doctor of Theology
  
- Bachelor of Christian Counseling/Studies of Christian Counseling
- Master of Christian Counseling/Advanced Studies in Christian Counseling
- Doctor of Christian Counseling/Eccl. Studies in Christian Counseling
  
- PHD

## WEEKLY CLASS SCHEDULE CONT'D

### **OSSINING CAMPUS**

#### **MONDAY PM CLASSES:**

**7:30 PM – 9:30 PM**

- Evangelism
- General Bible 1

#### **WEDNESDAY PM CLASSES:**

**7:30 PM – 9:30 PM**

- General Bible 2
- Bachelor of Theology /Studies in Theology
- Master of Theology/Ecclesiastical Studies in Theology

*Times and class availability are subject to change.*



# SCHOOL CALENDAR

## SEPTEMBER 2025 – JUNE 2026

|                           |                                                                                            |
|---------------------------|--------------------------------------------------------------------------------------------|
| <b>Sept 1-30:</b>         | General Registration will remain open for the entire month.                                |
| <b>Sept. 1:</b>           | <b>School closure:</b> Offices are closed due to Labor Day Holiday                         |
| <b>Sept. 22 &amp; 25:</b> | Preview Week – Orientation via Google Meet                                                 |
| <b>Oct. 2 &amp; 7:</b>    | First week of Classes. Brooklyn Campus                                                     |
| <b>Oct. 6 &amp; 8:</b>    | First week of Classes – Ossining Campus                                                    |
| <b>Oct. 13:</b>           | <b>School Closure:</b> Columbus Day                                                        |
| <b>Nov. 24-28:</b>        | School Closure: Thanksgiving Week                                                          |
| <b>Dec. 18:</b>           | Last Day of classes prior to the Holidays                                                  |
| <b>Dec 22 – Jan 2:</b>    | School Closure for Christmas and New Year's Holiday                                        |
| <b>Jan. 5-9:</b>          | School re-opens                                                                            |
| <b>Jan 19:</b>            | School Closure: MLK Day                                                                    |
| <b>Jan. 31</b>            | Last day to satisfy all bursar accounts.                                                   |
| <b>Apr. 27 – Apr. 30:</b> | <b>First Draft Submission</b> of Thesis/Writing Reports due to review.                     |
| <b>May 26-31:</b>         | All Theses/Dissertations and Writing Reports FINAL Submissions Due.<br>(FINAL DRAFTS ONLY) |
| <b>June 20, 2026:</b>     | Graduation Commencement Exercise                                                           |

*\*\*\*Dates are subject to change by the Board of Directors discretion\*\*\**



**6337 SW 27 Street  
Miramar, FL 33023**

**2571 Windbreak Drive  
Alexandria, VA 22306**

**Phone: 718-287-2959**

**Fax: 718-703-1173**

**Website: [www.mtobis.org](http://www.mtobis.org)**

**Email Addresses:**

**Main Office: [info@mtobis.org](mailto:info@mtobis.org)**