

Course: RP343D & N-D Ethics in Biblical Counseling
Credit: 3 credit hours
Semester: Spring 2023 (Cycle 5) (March 13th-May 5th)
Time: Tuesday, Thursday (1:00pm-2:20pm)
Room: East Education Building Rm #118
Instructor: **Dr. Luther Smith.** MRS, MACP, Psy.D
luther.smith@calvary.edu

I. DESCRIPTION

This course will observe the ethics of Biblical counseling from a Biblical worldview. This course will examine Biblical counseling as a person and a professional, cross-cultural studies, how to serve counselees when counseling Biblically, confidentiality and accountability, boundaries in Biblical Counseling, group work, and community involvement. (Prerequisite: RP100)

This is a blended class, meaning that both campus and online students take this class together. Campus students attend the classes in person, online students attend the classes via the online classroom. All interaction and assignments for campus and online students are done in the online classroom.

II. OBJECTIVES

A. General competencies to be achieved. The student will:

1. Develop a proper Biblical worldview concerning ethics and Biblical counseling (PLO 1, 2, 5).
2. Analyze different ethical dilemmas so one will be able to think critically about situations in Biblical counseling (PLO 1, 4, 5).
3. Develop how to serve counselees with a proper Biblical counseling ethic (PLO 1, 4, 5).
4. Analyze Biblical Counseling Certification Agencies, state licensure, and their similarities and differences (PLO 1, 2, 6).

B. Specific competencies to be achieved. The student will:

1. Identify areas of possible ethical dilemmas in Biblical counseling and how to address them from a Biblical worldview (PLO 1, 2, 4, 5).
2. Articulate a Biblical reason for an ethic in Biblical counseling (PLO 1, 2, 5).
3. Express clearly the importance of confidentiality and informed consent in Biblical counseling (PLO 3, 6).

Our Mission: To Prepare Christians to serve in the church and the world according to the Biblical worldview.

4. State clearly the importance of maintaining boundaries and multiple relationships (PLO 3, 6).
5. Identify the benefits of supervision in Biblical counseling (PLO 3, 6).

III. REQUIREMENTS

A. Reading Assignments

1. **Reading Journals:** (3 pages *maximum*). The student will write a three (3) page **Journal** following **each class** period that demonstrates a mastery of the reading assignment and class material and the student's personal reflection with what they read from the chapters in the book. The student will also need to demonstrate an ability to compare and contrast this information to their current world view. Each Journal will be due according to the course schedule. There will be a **total of six (6) Journals**. Each journal will be worth 30 points (GC 1, 3; SC 2).
2. **Ethical Dilemma Vignettes:** (3 pages *maximum*) Student will write and comment on ethical dilemmas from the instructor where the student will examine different ethical dilemmas in Biblical Counseling. The student will identify the ethical dilemma, answer the questions pertaining to the vignette, and would give their process in how they would resolve this dilemma. **There will be a total of five (5) vignette reviews**. Each journal will be worth 50 points (GC 1, 2, 3; SC 1, 3, 4).

B. Written Assignments

1. **Ethical Biblical Counseling Video Discussion:** **Note: You must have a webcam to complete this assignment.** Each week the instructor will give topics concerning ethics in Biblical counseling, which will be presented on the discussion board in Canvas. Some of the topics will include multiculturalism, group counseling and confidentiality, working with the opposite sex, etc. Student will post a 5–10-minute response video with a discussion that is supplied by the instructor on Canvas. Then each student will post a 3–5-minute reply video to at least two of their classmates. **There will be a total of six (6) counseling discussions**. Each discussion will be worth 50 points (GC 1, 2, 3; SC 1, 3, 4).
2. **Personal Improvement Project:** Student will work on the Personal Improvement Project (PIP) put together by Pat Miller and Dr. Ernie Baker (adapted by Dr. Luther Smith). Specific directions concerning this project are described below. **Do not work ahead—further instruction will be given.** **The initial contract is due on Week 2 (five (5) pages).** The entire assignment, which includes the initial contract, will be due on week eight.

PIP Project Final Paper: Type a 10-page Final Paper of this Personal Improvement Project, which is due week eight. Give significant details from items 1 through 13 of the project (see sample). Then evaluate and assess where you think you have come, what change has taken place, what changes yet remain, where you have and have not made progress, the reasons for your failure to make more progress, what the obstacles have been, what obstacles still remain, how your tackling this issue has affected your ministry, what your plans are in reference to this issue for the future, and anything else you think relevant. Follow the outline of the **SAMPLE**. (For this paper the student will use her/his PIP Contract and add the results, response, what happened, what you did, what God taught you through His word, etc.? Add your results under each question in italics. Writing the results will lengthen the original contract from 5 to 10 pages).

Specific Directions for PIP Project:

1. **Problem Selection:** Select one problem or issue in your own life *that is objective* on which you want to address during this course. Perhaps it will be an issue in your life with which you have the greatest trouble, one in which you observe a real deficiency, or maybe one that represents an issue that has challenged you most. This is a research paper, but of a different type! This is a paper about you! You will never understand what your counselees think until you endure it yourself. Throughout this course you will embark, maybe for the first time in your life, on a mission of personal improvement focused on one sin (active or passive) that you struggle with, poor habit, or pressure you face.

You may choose what appears to be a relatively minor habit (e.g., biting your fingernails). Or you may choose something major (e.g., wrong thinking, behaving, speech, emotions – a tendency to be withdrawn, uptight, evasive, aggressive, controlling, competitive, pushy, demanding, judgmental, negative, critical, a tendency to want to be the center of attention, a tendency to show off or try to impress people, a tendency to be performance-oriented in your school work, in your evaluation of people, in your evaluation of worth and value, etc.). If you choose to work on what many would consider a small bad habit, it possibly may lead you to more substantial issues. Working on not biting your fingernails may lead you to how you handle tension in general. Investigation of a seemingly insignificant area of life may have ripple effects in other areas of life.

If you choose a larger issue you may need to break it down into actions, attitudes, thoughts, and feelings that manifest the problem. Remember, an avalanche is made of millions of snowflakes. Fundamental changes in attitudes, motives, and desires have ripple effects.

2. After you write your initial contract fine-tune your PIP Contract (see attached sample in the syllabus, 5 pages in length, typed, and using the exact form as the sample).
3. **Detailed Journal:** Keep a journal on the computer of what happens in your life in this area throughout the course. Record specific occasions when the problem surfaces or when you are tempted. Keep this journal at least *one* time a week—be sure to date your entries. In this journal record the prominent, significant features in your situation you chose to focus on. What did you say, do, feel, and think? What were your controlling motives, desires? What are relevant biblical passages that illuminate the situation, define the problem, expose motives, and point to solutions?
4. **Application:** Apply information from this course and you're reading to the particular problem you have chosen. Think critically about how understanding the verses in context with the association of the class discussions and reading to spur your understanding of and solution to this problem.

On the due date of the final PIP paper, you will also hand in your journal (you are keeping on your computer). **The journal, as well as your PIP contract will be considered strictly confidential.** Please keep this journal on a computer rather than a separate book and attach the printed-out pages to your final report. **The PIP project is worth 100 points.** (GC 3, 4; SC 4).

- C. **Quizzes:** There will be **five (5)** quizzes in this course. The quizzes will cover information from the lectures from the previous week. They will consist of true/false, and multiple choice. Each quiz is worth 10 points each (GC 3; SC 2).
- D. **Ethics of Biblical Counseling Final Exam:** The student will be given a final exam. The final will be and will consist of 50 questions that are true/false, and multiple choice, and short answer questions. The final is worth 100 points (GC 1, 2, 3; SC 1, 2, 3).

E. **Class behavior**

Students are expected to maintain classroom decorum that includes respect for other students and the professor, prompt and excellent attendance, and an attitude that seeks to take full advantage of the educational opportunity. Students are to refrain from using cell phones and handheld devices during class. Playing games, browsing the internet, using email, instant messaging, or text messaging, etc. are considered unacceptable when class is in session. In addition, the student will be expected to contribute to class discussions in a positive manner which shows respect for the views of others. Failure to maintain this standard may result in a **full letter grade deduction from their overall grade.**

F. **Class Participation**

Campus Students: Students are expected to attend all scheduled meetings of courses for which they are registered. An Intensive last for 8 weeks. If a student begins a course and is unable to attend a class, he/she will not receive the points for that class session. No skips will be provided for this course. In addition, students who are late **two (2)** times or more in the course will receive a **full letter grade deduction** from their overall grade in the course.

Online Students: The online student is to watch the recording and answer the questions provided by his/her professor. They are to be completed and uploaded on Canvas before the next class session. If a student fails to complete this assignment within the due date they will not receive the points for the class session

IV. METHODS

A. Teaching

1. Lectures by the instructor
2. Large group discussion
3. Research and writing

V. GRADING

A. Grading

1. Weight given to course assignments

5 Ethical Dilemma Vignettes <i>60pts each</i>	350pts	25%
5 Quizzes <i>10pts each</i>	50pts	5%
6 Ethical Counseling Video Discussion <i>25pts each</i>	150pts	15%
6 Reading Journals <i>25pts each</i>	150pts	15%
Ethics in Biblical Counseling Final Exam	100pts	10%
Ethics In Biblical Counseling PIP Project	100pts	10%
Class Participation <i>25pts each</i>	200pts	20%

2. Letter/Numerical Grade Scale

Grading Scale
 Grade Value Grade Point Value
 Per Semester Hour

A	100-93	4.0
A-	92-90	3.7
B+	89-87	3.3
B	86-83	3.0
B-	82-80	2.7
C+	79-77	2.3
C	76-73	2.0
C-	72-70	1.7
D+	69-67	1.3
D	66-63	1.0
D-	62-60	0.7
F	59-0	0.0

VI. MATERIALS

A. Bible

The Bible is a required textbook in every course at Calvary University. To facilitate academic level study, students are required to use for assignments and research an English translation or version of the Bible based on formal equivalence (*meaning that the translation is generally word-for-word from the original languages*), including any of the following: New American Standard (NASB, English Standard Version (ESV), New King James (NKJV), or King James (KJV). Other translations and versions based on dynamic equivalence (*paraphrases and thought-for-thought translations like NLT and NIV*) may be used as supplemental sources. Please ask the professor if you have questions about a particular translation or version.

B. Required Textbooks

Sanders, K (2013). *Christian Counseling Ethics: A Handbook for Psychologists, Therapists and Pastors 2nd Edition*. ISBN: 978-0830839940 \$38.13 Kindle version is available.

Selected readings that would be given by your instructor.

Note: It is your responsibility as a student at Calvary University to have your textbooks before class begins so that you can complete all the readings assigned. Please make sure that you have all your assigned textbooks prior to the start of class. Failure to have your assigned textbooks at the start of the class will result in receiving a zero for every assignment that must be completed.

VII. CLASS POLICIES

Attendance

Campus/Livestream Students: Students are expected to attend all scheduled meetings of courses for which they are registered (as this also counts for class participation). If a student begins a course and is unable to attend a class, he/she will not receive the points allotted for this course. There are six (6) class sessions, which correspond to the eight-week cycle. Each class participation session is worth 25 points.

Online Students: The online student is to watch the recording and answer the questions provided by his/her professor (as these counts for class participation). They are to be completed and uploaded on Canvas before the next class session. If a student fails to complete this assignment within the due date, he/she will not receive the points allotted for this course. There are six (6) class sessions, which correspond to the eight-week cycle. Each class participation session is worth 25 points.

Academic Dishonesty

Plagiarism is defined as copying any part of a book or paper without identifying the author. This also includes taking another person's ideas and presenting them as your own.

Writing Style

All class papers *must* follow the APA style according to the 7th edition. For questions, please consult the *Publication Manual of the American Psychological Association*, (7th ed., 2nd printing).

Late Work

Papers, projects, etc. are due at the class period assigned. Unless under extreme circumstances, which will be determined at the discretion of the instructor, **no late work will be accepted.**

Disabilities Statement

Students with disabilities have the responsibility of informing the Accommodations Support Coordinator (aso@calvary.edu) of any disabling condition that may require support.

Academic Center

The Clark Academic Center (learning@calvary.edu), located in the library building, provides free academic assistance for all students. Student tutors aid with all facets of the writing process, tutor in various subject areas, prepare students for exams and facilitate tests. Please take advantage of this service.

VIII. TENTATIVE CLASS SCHEDULE

Week	Class Topics	Assignments
Week 1	Introduction to Course Going over syllabus for the class Lecture: The Biblical Foundation For ethics in Biblical Counseling.	<i>Christian Counseling Ethics</i> Reading (Chap. 1-2) DUE Reading Journal DUE
Week 2	Quiz #1 Discussion on the vignette Lecture: The importance of Values and Spirituality in Counseling	<i>Christian Counseling Ethics</i> Reading (Chap. 3 & 9) DUE Reading Journal DUE Ethical Dilemma Vignette #1 DUE Ethical Biblical Counseling Discussion #1 DUE
Week 3	Quiz #2 Discussion on the vignette Lecture: Multicultural considerations In Biblical Counseling.	<i>Christian Counseling Ethics</i> Reading (Chap. 7) DUE Reading Journal DUE Ethical Dilemma Vignette #2 DUE Ethical Biblical Counseling Discussion #2 DUE
Week 4	Quiz #3 Discussion on the vignette Lecture: Informed Consent And Confidentiality	<i>Christian Counseling Ethics</i> Reading (Chap. 8 & 10) DUE Reading Journal DUE Ethical Dilemma Vignette #3 DUE Ethical Biblical Counseling Discussion #3 DUE
Week 5	Quiz #4 Discussion on the vignette Lecture: Competency & Self-Care	<i>Christian Counseling Ethics</i> Reading (Chap. 4 & 17) DUE Reading Journal DUE Ethical Dilemma Vignette #4 DUE Ethical Biblical Counseling Discussion #4 DUE
Week 6	Quiz #5 Discussion on the vignette Lecture: Ethics in Marriage In Family Therapy	<i>Christian Counseling Ethics</i> Reading (Chap. 13 & 6) DUE Reading Journal DUE Ethical Dilemma Vignette #5 DUE Ethical Biblical Counseling Discussion #5 DUE
Week 7	Discussion on the reading Discussion on the vignette Lecture: Ethics in Group Therapy and Supervision	<i>Christian Counseling Ethics</i> Reading (Chap. 12 & 14) DUE Ethical Biblical Counseling Discussion #6 DUE FINAL EXAM NEXT WEEK!
Week 8	Postmortem and debrief of class Lecture: Certification And Licensure	<i>Christian Counseling Ethics</i> Reading (Chap. 11, 15, AND 18) DUE FINAL EXAM DUE PIP Project DUE

SAMPLE

A PLAN FOR CHANGE PIP CONTRACT

- 1. Describe the problem in detail—be specific. How does the problem show up in your behavior, words, thoughts, attitudes, emotions? When, where and with whom does it appear? How often is it a problem? How intense? How long-standing? What was the starting point? What has helped in the past? What has hindered change?**

Example: “My problem is a lack of trust in God which shows itself through wanting to control my life, and constantly being a worrisome and anxious person. I want everything to be ordered that’s in my space and to look put together.”

Behaviors:

- Constantly organizing my day planner, making schedules and to-do lists
- Cleaning my room every day, making my bed
- Wanting others to be organized and on top of things
- Anxious about projects that are months in advance
- Having to delete all my voicemails and emails I don’t need
- Having to get everything done that day that is on my to-do list
- Making sure the trash is not overflowing, my room is clean, and clothes are put away
- Putting stuff away right away after I use it – nothing can sit out

Words:

- Though my problem mostly is internal, I see myself wanting my boyfriend in particular to be this organized and I sometimes get impatient with him that he is so laidback.

Thoughts:

- I have to do it now, or I will think about it constantly
- This is too much for me to do later
- People don’t understand my personality of being organized
- People make fun of me for being intense sometimes
- I don’t like that I’m like this....but I feel like I can’t change
- I know God can do anything....but I’ll never be able to be laid-back

Emotions:

- Anxiousness
- Panic
- Dread
- Alarm
- Worrisome

This problem usually can take a form in any part of my life, but I see it most evident when I am at school and have a lot of pressure. When I see all of the assignments I have to get done for the semester I start planning right away and become anxious. It mostly appears with people when it comes to my boyfriend. I like to have things planned ahead of time and don't like any changes to a schedule. With friends as well, I like to know things in advance so I can plan my life around things. It is often a problem to want to control all of the aspects of my life and it is hard to really give it all to God. Sometimes it is more intense than others; it gets worse when I am under more amounts of stress.

Example: "I don't remember how long I have had this problem, but I remember around 10th grade becoming really anxious, organized, and seeing the need to control my life. What has helped in the past was to move away to college and have to live with another person. My room cannot always be clean and since the room is small it is hard to fit everything in. It has also helped to pray and read God's Word. What usually hinders my change though is when I start thinking again that I know best and that God doesn't understand that I have to get these things done. When I start to lean on myself and am not in the Word daily, I tend to have these problems flare up more."

2. Identify your goals for working on this problem.

My goals for working on this problem are as follows:

- Read Scripture that deals with trusting God
- Prayer in the shower about this issue everyday
- Confession of any behaviors right away that are related to this
- Apply the Scriptures to my life
- Leaving things "undone" sometimes to learn things cannot always be in order.

Example: Behaviors and attitudes that need to be put off are those that I listed in question number 1. I need to stop giving into my flesh and start living according to the Scriptures. I must be especially patient to those who aren't as organized as me and I need to let things be the way they are in some cases. I need to put off the fact that everything can be done in my timing and that I won't be happy until it gets done. I need to one day just let my room go messy or leave things out of the cupboards. This will test how I am doing in this area. I also need to realize that I need to put people into my schedule more. Instead of cleaning or getting my to-do list done, I could take the time to call a friend who I haven't talked to in a while or write a letter. I could even go into

the dorm and spend some time with someone who needs it, instead of focusing on organizing my life. This would help to get the focus of the things I need to do to have a “controlled” life and put the focus on others and what God is calling me to do.

3. What behavior or attitude needs to be “put on”?

- Patience
- Humility
- Kindness
- Serving others
- Love
- Peace
- Self-Control

4. How will you do this and when?

Example: I’ve just begun to start doing this. I am aware that my life will be in disorder and I can’t always get things done right away. This semester with my schoolwork, I have 5 projects that are due all in the 2nd and 3rd week of April. Projects take all semester to work on, so this is a trial for me, because I can’t just get it done right now and check it off my to-do list. I also am aware that if God decides to bless me one day with children, I cannot be organized all the time and have my agenda in my mind. My focus will be on God, my husband and my children. My to-do list will have to be set aside many of the times. I will seek to change my attitude through prayer on MWF at 8 A.M. as I am taking a shower. I will get through at least ¼ of Trusting God by Jerry Bridges. I will read OCD: Freedom for the Obsessive-Compulsive handbook by Michael R. Emlet. I will put to memory Scripture that will help me in this area and will keep them with me at all times so I can look at them. These verses will be Isaiah 43:1, Isaiah 43:10, and 2 Peter 2:19. They will go on 3 x 5 note cards. I will also every Wednesday night at 10:00 P.M. read a chapter from Isaiah starting at chapter 40 and going through chapter 48.

5. How do you need to grow in your love for or trust in the Lord related to this/these areas?

- I need to trust God in EVERYTHING, and thank Him for who I am
- I need to trust God that he can change my heart
- I need to be patient and not worry about tomorrow
- I need to trust God that everything will get done and I don’t need to fret about it
- I need to believe that God is so much more important than all of these trivia matters
- I need to believe that God is powerful and really believe all of His attributes
- I need to be happy and rejoice even when things don’t go my way

6. How will you do this and when?

Example: I will do this through many ways. One is through reading the literature that I mentioned in number 8. I will journal every Monday and Friday what the Lord has been doing in my life that week. I will write down key thoughts verses as I read through Isaiah 40-48. I will commit to memory the verses that I wrote down in number 8.

7. Who will you ask to hold you accountable, and how will they do it? Ideally, this should be someone in your local church or a close brother or sister in Christ.

Example: Chris will hold me accountable for this issue. I will give him permission to be blunt with me and to calm me down when I am stressed and to rebuke me when I am trying to start to control different things. Chris will also ask me to make sure I am reading the Word and praying. He will also make sure I am memorizing the verses that I said I would do. We will do this once a week on our date night which is Sunday nights. I will have him ask me questions such as how have you achieved victory this week, or what are you currently working on this week that is changing your life? What are you learning from the literature you are reading?

8. What literature do you need to read that addresses this subject?

Example: I have heard that Trusting God by Jerry Bridges is a good one for this. Like I said before, I will read at least ¼ of this book and I will read the complete little pamphlet book on OCD.

9. What verses do you need to memorize, meditate on or study?

Example:

- 2 Peter 2:19
- Psalm 13:2
- Isaiah 43:10

Personal Improvement Project Description

- **Select one problem or issue in your own life** on which you want to work on improving during this course. Perhaps it will be an issue in your life with which you have the greatest trouble, one in which you sense a real deficiency, one that is of most interest to you, or maybe one that represents an issue that has challenged you most. Unlike most of the papers you will write in college, this is not a research paper that requires library searches and original source material. This is a paper about you! You will never understand biblical counseling until you understand the importance of personal change and growth in the Christian life. This is an excellent opportunity for you to work on an area in your life that you have known needs to change in order to be more like Jesus Christ.

You may pick what appears to be a relatively minor habit: e.g., biting your fingernails or forgetfulness of some kind. Or you may choose a more major pattern of wrong thinking, behaving, speech, emotions – a tendency to be withdrawn, uptight, evasive, aggressive, controlling, competitive, pushy, demanding, judgmental, negative, critical, a tendency to want to be the center of attention, a tendency to show off or try to impress people, a tendency to be works-righteous or performance-oriented in your school work, in your evaluation of people, in your evaluation of worth and value. If you choose to work on what many would consider a small bad habit, it may lead you to more substantial issues. Working on not biting your fingernails may lead you to how you handle tension in general. Investigation of, and progress in, a rather insignificant area of life may have ripple effects in other areas of life.

On the other hand, more general problems have the advantage of bringing more of your whole life into the light of God's Word. If you choose a larger issue you will need to break it down into particular actions, attitudes, thoughts and feelings that manifest the problem. Remember, an avalanche is made of millions of snowflakes. Fundamental changes in attitudes, motives, and desires have ripple effects.

Here are some areas you can consider to explore for the project:

- *Driving habits*: Your driving may provide a microcosm of your life style. How do you handle traffic jams?
- *Anxiety*: how do you handle pressure, stress, disappointment, rejection, demands, etc.?
- *Sex and romance*: daydreaming, lust, fantasizing, voyeurism, immoral thoughts and actions, etc.
- *Fear of people*: desire to be applauded, approved, accepted, fear of criticism, rejection, failure, etc.
- Do you lie, flatter, manipulate, brag, cower, avoid, become silent, compliant, etc.? Would people say you are a controlling person? Are you pushy, suspicious, confident, or cowardly around people?
- Are you self-absorbed, focusing on your own opinions, agenda, desires, fears, concerns, interests? Do you talk too much? Do you frequently take things personally? Do you regard

disagreement as a rejection of you? Do you consider your ideas to be better than the ideas of others?

- How do you relate to authority? Parents, teachers/professors, church leaders, a boss, police, umpires, referee, etc.? Are you rebellious and self-willed? How do you respond when their ideas and decisions differ with yours? How do you respond emotionally, behaviorally, verbally, or cognitively (for example, when a teacher doesn't give you the grade you think you deserve)?
- How do you respond to being sinned against, when you are wronged, betrayed, maligned, criticized unjustly, hurt by other people?
- Are you easily irritated, upset, worried over adverse circumstances, financial pressures, unrealized goals, foolish people, etc.?

These are just a few examples of possible counseling issues; there could be many others. Think about it carefully.

Step One: Complete your PIP Initial Contract

- **After spending time in prayer, complete your PIP Initial Contract** (see sample above). Remember this is due **week two** of class
- **Keep a journal on the computer of what happens in your life in this area throughout the course.** After you are done with your PIP contract record specific occasions when the problem surfaces, or when you are tempted. Keep this journal **at least three times a week—be sure to date your entries**. (Each dated entry is worth 5 points = 100 points total).

Step Two: Begin a journal record of what you are going to focus on

- **In this journal record the prominent, significant features in your situation.** What did you say, do, feel, and think? What were your controlling motives, desires? What are relevant biblical passages that illuminate the situation, define the problem, expose motives, and point to solutions?
- **Apply information from this course and your reading to the particular problem you have chosen.** Let honest prayer and honest thinking work together. Use class discussions and reading to spur your understanding of and solution to this problem.

Step Three: Write the 10-Page Paper

- **Type a 10-page Final Paper** of this Personal Improvement Project. Give significant details from items 1 through 13 of the project (**see sample**). Then evaluate and assess where you think you have come, what change has taken place, what changes yet remain, where you have and have not made progress, the reasons for your failure to make more progress, what the obstacles have been, what obstacles still remain, how your tackling this issue has affected your ministry, what your plans are in reference to this issue for the

future, and anything else you think relevant. Follow the outline of the SAMPLE. **(For this paper the student will use her/his PIP Contract and add the results, response, what happened, what you did, what God taught you, etc.? Add your results under each question *in italics*. Writing the results will lengthen the original contract from 5 to 10 pages).**

Fill this report with good, tight, insightful, specific, real fact-filled descriptive paragraphs on parts 1–13 of these instructions (see sample). No fluff!! This project is for you! Make sure to give specifics about what you planned to do, what you actually did, how what you did worked, what happened, and what you plan to do once the course is over. Comment on what has happened in your life or ministry through focusing on this personal improvement project, how far have you come, what obstacles have you faced, what changes have taken place, how it has affected your ministry to others, and anything else that seems relevant. In this paper, be very specific in terms of the insights you have gained, challenges you have received, applications you have made, and plans for improving.

On the due date of the final PIP paper, you will also hand in your journal. The professor will spot-check a few sample pages and the journal will be considered strictly confidential. Please keep this journal on a computer rather than a separate book and attach the printed-out pages to your final report. Due at the end of the course.