Doctor of Ministry Program Overview and Guide 2012-2013
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Description of the Doctor of Ministry Program

The Doctor of Ministry is an advanced professional degree. The Doctor of Ministry program is designed for ministry professionals who desire to excel in the practice of ministry.

Participants in the program are afforded the opportunity for advanced education while remaining active in their local ministries. The Doctor of Ministry presupposes ministerial experience and a Master of Arts in Biblical Studies, a Master of Arts in Christian Education, or a Master of Divinity or their equivalent. Students holding the M.M. may build on this degree with additional course work until reaching the M.A.B.S. or the M.A.C.E. or their equivalency, and on either of the latter two masters programs until reaching the M.Div. or its equivalency. Students entering the program on the M.A.B.S., M.A.C.E. or M.Div. equivalency basis may remove deficiencies while enrolled in the Doctor of Ministry program with special permission from the Administration.

While the Doctor of Ministry program is general in scope and intent, participants select one of the following emphases:

1. Department of Pastoral Studies Emphases
   - Pastoral Theology: Pastoral Leadership
   - Pastoral Theology: Expository Preaching
   - Pastoral Theology: Pastoral Counseling
   - Military Chaplaincy

2. Department of Discipleship Studies Emphases
   - Discipleship/Christian Education: Local Church
   - Discipleship/Christian Education: Christian School
   - Missions

Goals of the Doctor of Ministry Program

The goals for the Doctor of Ministry degree include “an advanced understanding of the nature and purposes of ministry, enhanced competencies in pastoral analysis and ministerial skills, the integration of these dimensions into the theologically reflective practice of ministry, new knowledge about the practice of ministry, and continued growth in spiritual maturity.”

The educational objectives of the Doctor of Ministry program are the following:

---

1. To develop the skills and abilities possessed by the students so that they will have a higher level of excellence, balance, and competence in the ministry.

2. To inculcate in them an awareness of the modern-day problems and issues in the church and in society and to equip them to meet those challenges.

3. To integrate Biblical and theological principles with practical and experimental factors, thus to provide them a true Biblical perspective in ministry.

**General Requirements for Entrance into the Doctor of Ministry Program**

The general requirements for entrance as a student into Temple Baptist Seminary apply to all masters and doctoral students. These are stated in the “Admissions Information” section of the catalog.

**Specific Requirements of the Doctor of Ministry Program**

Two levels of standing are in the Doctor of Ministry Program.

**Level One--Program Admission Status**

1. A Master of Arts in Biblical Studies, a Master of Arts in Christian Education, or a Master of Divinity degree, or their equivalent from a recognized seminary or graduate school (M.A.B.S. or MA.C.E. equivalency, or M.Div. equivalency, may be achieved by completing an acceptable master's degree and at least 60, or 72, applicable credit hours respectively).

2. A graduate grade point average of 3.00 or above or demonstration of superior ability and potential for success in doctoral work.

3. Active ministry experience.

4. A reference from the applicant’s pastor or, in the case that the applicant is a pastor, from a deacon, other church leader, or spiritual mentor, who is not a family member.

5. Approval of the Administration.

**Level Two--Degree Candidacy Status**

1. Completion of 26 semester hours of applicable courses with a minimum grade of B in each course, including DMIN 8973 Research Design and Procedures.

2. Presentation of an approved field project proposal

3. Maintaining continuous enrollment by taking at least one course per year until completion of 26 credit hours of approved doctoral courses and enrolling in DMIN 8983 and/or 8993 every semester after that until the project is completed and approved.
4. Making progress toward the completion of Doctor of Ministry requirements.

**Design of the Doctor of Ministry Program**

The Doctor of Ministry degree is designed to enhance the practice of Christian ministry for individuals who hold the Master of Divinity degree and who have engaged in the practice of Christian ministry. Students develop their practical knowledge of the goals and means of ministry. They will advance their ministry competencies, their integration of theological foundations, their knowledge of ministry practices, and their personal spiritual formation.

**Academic Requirements of the Doctor of Ministry**

The Doctor of Ministry degree program comprises the following two components: coursework and the ministry project and report.

**Coursework**

The first component in the Doctor of Ministry degree program is a series of core and emphasis-related coursework. Students generally take the courses in sequence, depending on the emphasis in which they are enrolled, but are urged to begin with DMIN 8973 Research Design and Methods. These classes, with the exception of DMIN 8973 Research Design and Methods, are offered online. DMIN 8973 Research Design and Methods is offered only on campus. To view the schedule and descriptions of courses, visit the Seminary website.

**Ministry Project and Report**

The second component of the Doctor of Ministry program is a ministry intervention project and the report on that project. Students at Temple Baptist Seminary have carried out a wide variety of ministry projects, including training church members to provide care for grieving persons, training church members to practice spiritual disciplines, training lay leaders in transitory congregations, and creating structures to help new church members become involved in a church’s life.

Students are encouraged to explore ideas and to consult with ministry peers, faculty advisors, and the Doctor of Ministry director about ideas for a ministry project early in their Doctor of Ministry program. In choosing their ministry projects, students consider their gifts and skills, and the needs of the people among whom they minister.

**General Program Requirements of the Doctor of Ministry Program**

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Required Courses</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Core</td>
<td>DMIN 8003 The Ministry Leader (3)</td>
<td>12</td>
</tr>
<tr>
<td>2. Emphasis</td>
<td></td>
<td>12</td>
</tr>
<tr>
<td>3. DMIN 8973 Research Design and Procedure</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>4. Doctoral project</td>
<td></td>
<td>6</td>
</tr>
<tr>
<td>Total</td>
<td></td>
<td>33</td>
</tr>
</tbody>
</table>
DMIN 8013 Philosophy and Practice of Ministry (3)
DMIN 8023 New Dimensions in Church Ministry (3)
DMIN 8223 Contemporary Challenges to the Christian World View (3)

2. Emphases

Department of Pastoral Studies
* Pastoral Leadership Emphasis (12 Hrs)
  DMIN 8313 Preaching and Teaching the Old Testament (3)
  DMIN 8323 Preaching and Teaching the New Testament (3)
  DMIN 8453 Advanced Pastoral Counseling Seminar (3)
  DMIN 8759 Major-Related Directed Self-Study (3)

* Expository Preaching Emphasis (12 Hrs)
  DMIN 8313 Preaching and Teaching the Old Testament (3)
  DMIN 8323 Preaching and Teaching the New Testament (3)
  DMIN 8343 Developing the Relevant Expository Message (3)
  One of the Following:
    DMIN 8303 Effective Pulpit Communication (3)
    DMIN 8353 Advanced Pastoral Seminar (3)

  Students in this emphasis must have had at least one year of Hebrew and one year of Greek or LANG 5103 and LANG 5003 or their equivalents.

* Pastoral Counseling Emphasis (12 Hrs)
  DMIN 8403 Strategic Pastoral Counseling (3)
  DMIN 8413 Counseling Ethics and Administration (3)
  DMIN 8423 Marriage & Family Counseling (3)
  One of the Following:
    DMIN 8453 Advanced Pastoral Counseling Seminar (3)
    PAST 7323 Educational Psychology for Biblical Communication (3)

* Military Chaplaincy Emphasis (12 Hrs)
  DMIN 8613 Introduction to Chaplaincy - Military (3)
  DMIN 8623 Military Chaplain Ministry - Garrison Operations (3)
  DMIN 8633 Military Chaplain Ministry During Transition to War (3)
  DMIN 8643 Military Chaplain Ministry - Combat & Re-deployment (3)

Department of Discipleship Studies
* Discipleship/Christian Education: Local Church Emphasis (12 Hrs)
  CHMN 7603 Innovations in Church Ministries (3)
  CHMN 7613 The C.E. Director in the Local Church (3)
  CHMN 7829 Advanced Seminar for Christian Educators (3)
  DMIN 8759 Major-Related Directed Self-Study (3)

* Discipleship/Christian Education: Christian School Emphasis (12 Hrs)
  CHMN 7813 Christian School Administration (3)
  CHMN 7823 Curriculum and Biblical Integration (3)
  CHMN 7853 Issues in Christian School Administration (3)
  One of the Following:
    CHMN 7829 Advanced Seminar for Christian Educators (3)
Nature of the Doctor of Ministry Project

The Doctor of Ministry project combines research and ministry. The research document is a description of the nature of the problem explored, the foundational literature related to the problem, the methodology to address the problem, and the solutions for the problem. The project brings theological reflection to bear on the findings of the research in order to enhance the ministry of the student. A student may choose one of the following models:

Ministry Research

The ministry research project is designed for Christian leaders, who recognize the need for a new approach to ministry which has no precedents in their ministry contexts. The student researches the applicable field of study in order to develop a workshop, conference, module, etc. The implementation of one of these forums is not included in the scope of the project.

Ministry Skill Development

The student, who undertakes a ministry skill development project, recognizes the need to improve a particular ministry skill. He or she identifies the particular skill that is lacking and implements the use of this skill in ministry.

Program Development

Program development research involves Christian leaders identifying the need for a particular program in their ministry context. The researcher establishes the theoretical and theological foundations of the project, lists the objectives, designs the program or curriculum, implements it, and evaluates its results.

Case Studies

In a case study Christian leaders seek to understand a ministry effort, person, or situation related to ministry beginning with its history and up to the end of the particular case. The project report is a narrative of the case and an explanation of how the lessons can be applied in the future.
Other types of research may be suggested by the student or student’s advisor, such as church planting projects or people group projects.

**Process for Completing the Doctor of Ministry Project**

1. The student develops an idea for his or her ministry project.

2. The student consults with his or her faculty advisor concerning the idea and develops a research problem.

3. The student secures the approval of the faculty advisor for the research problem.

4. The student completes DMIN 8973 Research Design and Procedure, *if the course has not already been taken*, and engages in an intensive period of research in the proposed area of ministry, under the guidance of the faculty advisor.

5. The student submits a proposal for the project.

6. The student secures the approval of the doctoral committee for the proposal.

7. The student secures approval for any research involving human subjects from the doctoral committee (See the informed consent form).

8. The student carries out the ministry project.

9. The student writes the report on the ministry project.

10. The student submits the preliminary draft of the report to his or her advisor, who distributes the draft to committee members.

11. The advisor returns the committee’s evaluation of the project report to the student

12. The student submits the final report to the faculty advisor, who distributes the draft to committee members.

13. The student completes an oral defense of the ministry project and report.

14. When the faculty committee gives its approval to the student's report and oral defense, the student is awarded the Doctor of Ministry degree.

**Doctor of Ministry Project Proposal**

Before work on the doctoral project is begun, all course work must be completed and A Doctor of Ministry Project Proposal must be submitted and approved, and a doctoral committee must be named. Proposals for projects are due by February 15 or September 15. Other Doctor of Ministry project deadlines are listed below.
Although the final paper for DMIN 8973 Research Design and Procedures may work toward this proposal, the two are not the same. The Doctor of Ministry Project Proposal is a formal document the student submits to the advisor. The proposal is a description of the ministry project the student intends to undertake. In it the student answers the following questions: What does the project entail, why is it important, who will be involved, who will benefit, when will the project be conducted, and where will the project be conducted?

Within two weeks of receiving the proposal, the adviser will evaluate the proposal, complete the doctoral project committee with the addition of two qualified members, and submit the Doctor of Ministry Project Proposal Evaluation Guide to the dean of the seminary.

After receiving the Doctor of Ministry Project Proposal Evaluation from the adviser, the student is responsible for modifying the proposal according to the advisor’s recommendations. In the case that rejection or resubmission is recommended, failure to resubmit the project proposal in accordance with the critique of the committee could be cause for termination.

Upon final approval of the proposal, the student must submit the final version of the proposal to the adviser, who will distribute copies to the two members of the project committee, and to the Director of the Doctor of Ministry Program and/or Academic Dean of the seminary.

Order of Contents of the Doctor of Ministry Project Proposal

Title Page
Table of Contents
Introduction
Literature Review
Methodology
Tentative Schedule for Completion
Conclusion
Appendices (if applicable)
Bibliography

Doctor of Ministry Project Report

The Doctor of Ministry project report constitutes the culmination of the Doctor of Ministry program. It reflects the enhanced competency of the student in the practice of ministry. While the focus is on ministry, the project report is characterized by sound biblical foundations and scholarly research.

The project is the final phase of the Doctor of Ministry program. It counts as the final six semester hours of the program. A doctoral student will start work on the project after completing all course work, and receiving approval of a Doctor of Ministry Project Proposal. The project is an integral part of the program designed to equip the Christian leader with advanced skills and competencies for ministry.
The project report combines a dual focus on research and ministry practice. This document is a description of the nature of the problem explored, the methodology employed, and the solutions discovered. It is usually between 100 and 300 pages in length. The report will demonstrate how Biblical theology illuminates and guides ministry practice. While preparation of a training manual, developing a teaching program, developing a strategy, or description of a case is a logical and an integral part of a project report, the totality of the document must reflect adequate research.

**Purposes of the Doctor of Ministry Project**

1. To develop the professional skills of the Christian leader.

2. To address the needs of the leader’s ministry context

3. To develop the ability of the leader to conduct research.

4. To provide an opportunity for the leader to study a specific aspect of ministry and to present his or her findings and evaluation in a coherent format.

5. To produce a document of such quality that could be published for the benefit of other professional leaders regarding a specific area of ministry.

**Criteria of an Acceptable Doctor of Ministry Project**

1. Related to the ministry of the participant.

2. Based on biblical foundations, theological truths, and theoretical knowledge underlying the topic researched.

3. Consistent with the doctrinal and philosophical standards of the Seminary.

4. Sound research techniques to achieve validity and reliability (students lacking statistical or technical skills must seek the help of a professional).

5. Adequate focus to allow concentration.

6. Careful planning and execution.

7. Formal research style and in correct, clear English observing the standards of the following guides:


8
If the student needs the counsel of a style editor, he or she is responsible for hiring these services prior to submitting the project proposal and/or the first draft of the project report. Referrals of candidates providing such services may be available from the seminary office on request.

The doctoral student must work with the doctoral committee through the chairperson to produce an acceptable project in his or her area of interest. A copy of the preliminary draft of the project report must be submitted to the student’s advisor by January 15 or August 15 for a spring or fall graduation respectively. Upon submission of the initial draft of the project report, all committee members will evaluate the report. They will report the conclusions of their evaluations using the “Doctor of Ministry Project Report Draft Evaluation.” After the submission of the first draft, the advisor should employ an English reader to critique the project. The results of this initial evaluation must be completed within two weeks of the submission of the first draft.

Suggestions from this review must be reflected in the final version that is due March 15 or October 15. Failure to resubmit the project report in accordance with the critique of the committee could be cause for termination.

**Order of Contents of the Doctor of Ministry Project**

Front Matter
- Title Page
- Approval Page
- Copyright Page
- Dedication
- Abstract
- Table of Contents
- Abbreviations
- List of Tables
- List of Figures
- Acknowledgements
- Preface

Content Chapters (Chapter I, Chapter II, Chapter III, etc.)

Back Matter
- Appendices
- Bibliography

**The Oral Defense of the Doctor of Ministry Project**

After the student submits the final version of the project report, the committee chairperson will determine that all revisions have been duly incorporated into the final version of the project. If the final version of the project satisfies the requirements of the evaluation report, the chairperson will schedule the oral defense of the project. The chairperson will report the final evaluation of the project using the “Doctor of Ministry Project Report Evaluation.” The fee for the oral defense is $150.00
If extenuating circumstances exist, the student may request that the defense take place via a conference call. The student must request such a defense in writing when he or she submits the first draft of the project report. The final decision for an offsite defense will be made by the doctoral project committee.

**The Final Draft of the Doctor of Ministry Project Report**

After the successful completion of the oral defense of the doctoral project, the final draft must be prepared with special attention to any details discussed in the defense. If no changes are needed, the student will submit the report to be bound. The student must submit six copies of the final version of the Doctor of Ministry project, after which the student is cleared for marching and receiving his or her diploma. If slight revisions are needed, the student will be cleared for marching at graduation, but the diploma will be withheld until these revisions are addressed and at least six copies are submitted of the final version of the approved Doctor of Ministry report.

A minimum of six copies of the final version of the doctoral project must be submitted to the Seminary.

1. One copy will be retained in the Library.
2. One copy will be presented to the Seminary.
3. One copy will be returned to the student.
4. Three copies will be given respectively to the three committee members

Additional copies may be requested for binding at the same time.

The student is responsible for the binding of the final version of the project report. He or she must use “Thesis on Demand” for this service. Instructions for submitting the report for binding by “Thesis on Demand” are included as an appendix.

Miss Jean Ann Pate, extension 4250, oversees the microfilming and digitizing of doctoral projects. The student checks with her directly regarding the cost and the information needed for listing the project with the Theological Research Exchange Network (TREN). The student must complete the “Guidelines for Submitting Doctor of Ministry Project Reports for Microfilming” and submit it to Miss Pate. The student may copyright the project through the Library services. In general, price information is on the guideline form, but the doctoral candidate must contact Miss Pate for the actual costs of the services he or she has ordered. The student pays directly the Cierpke Memorial Library.

**Program Continuation and Duration**

A doctoral student must complete at least one course each year to stay in the program. After completing 26 credit hours, a doctoral student must register for DMIN 8983 or 8993 for continuation every semester until the final draft of the doctoral project is submitted and
approved. Otherwise, the student may apply for “Continuation” status and pay the continuation fee. The minimum enrollment is six hours, both DMIN 8983 and 8993. The time limit for completing the project is two years.

Doctoral students are expected to complete the program, including the project, in six years. Petitions for extension may be submitted to the Director of Doctor of Ministry Program.

Termination may occur for one of the following reasons:

1. Failure to maintain proper GPA.

2. Failure to register and pay fees.

3. Failure to satisfactorily resubmit the project proposal or project report incorporating the critique of the project committee.

4. Failure to stay within program time limits.

5. Failure to maintain ethical standards of Temple Baptist Seminary.

6. Plagiarism.

**Doctor of Ministry Program Deadlines**

**Fall Graduation**
1. Doctor of Ministry Project Proposal   February 15
2. First Draft of Doctor of Ministry Project Report   August 15
3. Final Draft of Doctor of Ministry Project Report   October 15
4. Oral Project Defense   First two weeks of November

**Spring Graduation**
1. Doctor of Ministry Project Proposal   September 15
2. First Draft of Doctor of Ministry Project Report   January 15
3. Final Draft of Doctor of Ministry Project Report   March 15
4. Oral Project Defense   First two weeks of April

At least four weeks are required to order and obtain the diploma for the Doctor of Ministry degree. The diploma may have to be delivered, therefore, subsequent to the graduation exercise.
APPENDICES
CONSENT TO PARTICIPATE IN A STUDY OF
[PROVIDE THE NATURE OF THE STUDY]

Title of Research Study: Title

Project Director: Name of Researcher
Contact information of researcher

Purpose of the Research
Statement that the study involves research, an explanation of the purposes of the research and the expected duration of the subject's participation.

Procedures for this Research
Description of the procedures to be followed and identification of any procedures which are experimental.

Potential Risks of Discomforts
A description of any reasonably foreseeable risks or discomforts to the subject.

Potential Benefits to You and Others
A description of any benefits to the subject or to others which may reasonably be expected from the research.

Alternative Procedures
A disclosure of appropriate alternative procedures or courses of treatment, if any, that might be advantageous to the subject.

Protection of Confidentiality
A statement describing the extent, if any, to which confidentiality of records identifying the subject will be maintained.

Signatures
If you agree to participate in this research project, please read the following statement:

I have been fully informed of the above-described project with its possible benefits and risks and I have given permission of participation in this study. Please sign below.

________________________________    _____________________________    ____________
Signature of Participant       Name of Participant (Print)  Date

________________________________    _____________________________    ____________
Signature of Person        Name of Person    Date
Obtaining Consent

Obtaining Consent (Print)
DOCTOR OF MINISTRY PROJECT
PROPOSAL EVALUATION

Candidate: _______________________________  Date Submitted: ____________________

Focus/Emphasis: ________________________________________________________________

Project Title: __________________________________________________________________
_____________________________________________________________________________

FORM AND STYLE

Conformity with Turabian as presented in the 7th Edition of A Manual for Writers by Kate L. Turabian

1 = Poor  2 = Fair  3 = Good 4 = Excellent

Title page (Turabian Figure A.2 / Proposal Specific), Table of Contents, Abstract: 1 2 3 4

Turabian and Handbook
Correct margins
Page numbers
Headings
Double-spaced text except for long quotations
12-point font in Times New Roman or equivalent
Quotations correctly annotated & Footnotes in correct form
Bibliographical entries in correct form

Style: (Diction, Voice, Sentence, Structure, Etc.) 1 2 3 4

ENGLISH USAGE

Spelling 1 2 3 4
Grammar 1 2 3 4
Punctuation 1 2 3 4

CONTENT

INTRODUCTION

Description of Need: Context, demographics, people, need, etc. 1 2 3 4
Ministry Proposal: Ministry statement and 2-3 ministry goals 1 2 3 4
Project Director (The Candidate): 1-3 professional goals 1 2 3 4

LITERATURE REVIEW

Theological Foundation: 2-4 biblical themes undergirding the project 1 2 3 4
Theoretical Foundation/Alternative Programs Reviewed 1 2 3 4
Ministry Resources: 8-12 key scholarly sources informing development

METHODOLOGY

Project Description: Narrative, logical overview, steps, research approach

Project Evaluation: Criteria, methods, variety

Time Schedule: Reasonable?

CONCLUSION

Appendices: (If applicable)

Bibliography: Including books, journals, & web sites

Required length:

Originality:

Comments or Recommendations:

<table>
<thead>
<tr>
<th>Recommendation</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rejection</td>
<td>The proposal requires significant conceptual or stylistic revision and redesign per the above evaluation.</td>
</tr>
<tr>
<td>Resubmission</td>
<td>A potentially acceptable project, but for significant conceptual or stylistic problems. Revise per the above evaluation.</td>
</tr>
<tr>
<td>Conditional Approval</td>
<td>A worthy project with minor conceptual or stylistic problems. The student may proceed with the project while addressing the issues noted in the evaluation during the implementation and in the report.</td>
</tr>
<tr>
<td>Approval</td>
<td>A worthy and well written proposal. The student may begin implementation.</td>
</tr>
</tbody>
</table>

Committee Chairperson (Signature): 

Committee Member (Name): 

Committee Member (Name): 

Dean of the Seminary (Signature): Date: __________

Instructions: The chairperson signs the form and indicates the additional members of the committee. The form is forwarded to the Dean of the Seminary.
DOCTOR OF MINISTRY PROJECT
REPORT DRAFT EVALUATION

Candidate: _______________________________  Date Submitted: ____________________

Focus/Emphasis: ________________________________

Project Title: _______________________________________

_____________________________________________________

FORM AND STYLE

Conformity with Turabian as presented in the 7th Edition of A Manual for Writers by Kate L. Turabian

1 = Poor  2 = Fair  3 = Good  4 = Excellent

Title page (Form B / Course Specific), Table of Contents, Abstract:  1  2  3  4

Turabian and Handbook
Correct margins  1  2  3  4
Page numbers
Headings
Double-spaced text except for long quotations
12-point font in Times New Roman or equivalent
Quotations correctly annotated & Footnotes in correct form
Bibliographical entries in correct form

Style: (Diction, Voice, Sentence, Structure, Etc.)  1  2  3  4

ENGLISH USAGE

Spelling  1  2  3  4

Grammar  1  2  3  4

Punctuation  1  2  3  4

CONTENT

Introduction: Narrative Prelude  1  2  3  4

Literature Review: Synthesized Narrative

Procedure Employed: Narrative, logical overview, major activities, and products  1  2  3  4

Conclusion:

Evaluation: Ministry Goals & Professional Goals  1  2  3  4

Analysis and Reflection, Ministry: How student grew, what was learned  1  2  3  4
Analysis and Reflection, Theological: 2-4 issues arising during the project

Further Implementation: Adaptation, Future Use

Appendices: Final Project Proposal, Evaluation Tools, Teaching Plans, Data, Etc.

Biblio./footnotes incl. books, journals, & web sites:

Required length:

Originality:

Comments or Recommendations: ____________________________________________________________

_____________________________________________________________________________________

_____________________________________________________________________________________

_____________________________________________________________________________________

_____________________________________________________________________________________

_____________________________________________________________________________________

_____________________________________________________________________________________

Committee Chairperson(Signature): _______________________________________________________

Committee Member (Name): _____________________________________________________________

Committee Member (Name): _____________________________________________________________
Candidate: _______________________________ Date Submitted: ____________________

Focus/Emphasis: __________________________________________________________________

Project Title: ___________________________________________________________________
________________________________________________________________________________

Comments or Recommendations: ______________________________________________________
__________________________________________________________________________________
__________________________________________________________________________________
__________________________________________________________________________________
__________________________________________________________________________________

GRADE: Pass _____ Fail _____

ORAL DEFENSE: Allowed _____ Delayed _____ Not Allowed _____

Date of Scheduled Oral Defense: _____________________________________________________

Committee Chairperson(Signature): ___________________________________________________

Dean of the Seminary (Signature): __________________________ Date: ____________

Instructions: The chairperson signs the form and indicates the other members of the committee. The form is forwarded to the Dean of the Seminary. The $150 fee for the oral defense will be recorded in the student’s account with the university.
DOCTOR OF MINISTRY PROJECT
ORAL DEFENSE EVALUATION

Candidate: _______________________________ Date Submitted: ____________________

Focus/Emphasis: ________________________________________________________________

Project Title: _______________________________________________________________

_____________________________________________________________________________

_____________________________________________________________________________

_____________________________________________________________________________

Comments or Recommendations: __________________________________________________

_____________________________________________________________________________

_____________________________________________________________________________

_____________________________________________________________________________

_____________________________________________________________________________

_____________________________________________________________________________

_____________________________________________________________________________

GRADE: Pass _____ Fail _____

Committee Chairperson(Signature): ______________________________________________

Committee Member (Name): ____________________________________________________

Committee Member (Name): ____________________________________________________
Approval
by
The Doctor of Ministry Project Committee
of
Temple Baptist Seminary

Candidate:

Degree:

Focus/Emphasis:

Project Report Title:

Accepted by the Doctor of Ministry Committee in partial fulfillment of the requirement for the Doctor of Ministry degree.

Committee Members:

_____________________________________  Date ___________________

Committee Chairman

_____________________________________  Date ___________________

Committee Member

_____________________________________  Date ___________________

Committee Member
INSTRUCTIONS FOR SUBMITTING THE DOCTOR OF MINISTRY PROJECT REPORT FOR BINDING

-Log onto www.thesisondemand.com
-Click on “Get started now” button

-Step 1:
  Click “browse” and upload a .pdf version of the Doctor of Ministry project report.

-Step 2:
  Author: Your name as it appears on the cover page (ex. Joseph Student)
  Title: In all caps
  (ex. REACHING THE IMMIGRANTS OF ATLANTA, GEORGIA WITH MULTICULTURAL CHURCH PLANTING TEAMS)
  Title on Spine: Yes (check)
  Degree Year: example, 2012
  Degree Title on Spine: No (leave blank)
  College/University: Temple Baptist Seminary
  Cover Color: To be selected by the student
  Lettering Color: To be selected by the student as a function of the cover color
  Printing Style: single-sided
  Paper Color/Type: 60# White
  Pockets: None
  Signature pages: The student will not mail signature pages separately. A blank signature page is to be included in the .pdf version of the final Doctor of Ministry project report. The signature pages will be signed after binding.
  Foldouts: leave blank
  Special Instructions: Specify “Vertical Stamping.”
  Number of Copies Desired: You must order at least SIX
  -1 for the Seminary
  -1 for the TTU library
  -1 for the student
  -1 for each committee member = 3
  -the student may request additional copies

  Shipping Zip Code: 37404

Step 3: Shipping and Billing information. If you want to have the copies shipped to the Seminary, respective copies will be distributed locally. The remaining copies will be mailed to the student ($15.00 shipping fee per book). Or, the student can have them mailed to his or her home address, and the student will distribute the copies as required.
The following are the requirements for the microfilming of Doctor of Ministry Projects. The binding of the project is the student’s responsibility and must be handled through Thesis on Demand (http://www.thesisondemand.com).

A. A PDF copy of the project must be presented to the library to be submitted to TREN for microfilming.

B. The student is responsible for the cost of one microfiche copy for the library collection.

C. Payment for the microfilming of the project is required before the PDF copy is sent to TREN. The cost of microfilming is listed below.

D. For full-time salaried faculty members the library will bear the expense of microfilming the project. However, the student is responsible for the copyright fee if necessary.

E. The TREN Microfilm Distribution Agreement form may be obtained from the library.

F. Please allow 3-6 months for the microfilming of the project to be completed.

G. A bound copy of the project must be presented to the library.

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<td>Microfilm fee--392 pages or more</td>
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## COST

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Revised 5/18/11