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# Student Manual



## University of the Supernatural Ministry

Teaching, Training, Equipping, Sending

To Bring the Supernatural Power of God to Our  
Generation

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**GENERAL**

**INFORMATION**

## **A WORD FROM THE PRESIDENT**

One day while praying and seeking God's presence and asking for God's purpose for my life I received a visitation from the Lord. Suddenly God filled the room with his presence and I heard an audible voice saying: "I have called you to bring my supernatural power to this generation." Shortly thereafter, I heard the same voice inside, in my spirit, proclaiming the same message. God then explained that the external voice was an angelic proclamation to the world, while the internal voice was His proclamation to my spirit. Afterwards, many prophets independently confirmed this calling upon my life using practically the same word. Since that day, my passion has been to fulfill this call and take God's supernatural power to this generation. While part of this calling is fulfilled by personally demonstrating the power of God through miracles, signs, wonders and the casting out of demons. Another part is fulfilled by training this generation in how to move in the same demonstration of the power of God.

My burden is to help to guide you to accomplish and develop your call through the supernatural power of God. When you enter this University, you will be activated, taught, trained, equipped, and sent out to fulfill your purpose. Our courses are not based simply on transference of knowledge, but rather, in each teaching, you will have an experience, at the moment, with the living God.

What should a student of the University of the Supernatural Ministry expect? You can expect to be taught in doctrinal or foundational teachings, prophetic teaching, and revelatory teaching. This will produce activation in your spirit that will stir up every gift in you. Activation will come through the laying on of hands, through the spoken word, books, videos, teachings, etc. Activation, impartation, revelation, and demonstration will be an integral part of the teachings such that you will be able to demonstrate that which you received.

When you leave, you will have a mind and passion to fulfill the will of God in your life and make a difference in a world that is lost without Christ. You will leave to preach, teach, heal the sick and cast out demons, thus bringing the Kingdom of God as Christ taught His disciples. Essential to this mandate is the manifestation of the supernatural power of God.

## **DECLARATION OF PURPOSE**

The purpose of the University of the Supernatural Ministry is to prepare ministers and Christian leaders to take the Gospel of Jesus Christ to the world by deed and by word (Acts 1:1) through the manifestation of the supernatural power of God. This ministry is seen in the salvation of souls; deliverance of the captives, healing of the sick and miracles, signs and wonders (Is 61:1). The curriculum of the University is designed to produce well-rounded ministers of the Gospel who know the Word of God, reflect the character of Christ, and know how to co-labor with the Holy Spirit. Students will discover their calling and are expected to enter into full-time ministry. Thus, the certificates and degrees granted by this institution are mainly designed for religious vocations.

## **VISION**

**Our vision is to teach, train, equip and send out Christian ministers, operating in the supernatural power of God.**

**Teach**                      the whole counsel of the Word of God; emphasizing the work of Jesus Christ

and the expansion of His Kingdom with the demonstration of power, here and now.

<b>Train</b>	by having assignments and hands-on courses where students apply what they have learned
<b>Equip</b>	through activation, impartation, revelation, and demonstration
<b>Send Out</b>	Christian ministers, with Godly character, activated to go throughout the world preaching the Gospel of the Kingdom of God with supernatural manifestations.

## MISSION

The University of the Supernatural Ministry operates under the umbrella of King Jesus Ministry, and carries the same mission statement which is to bring the supernatural power of God to this generation.

## DECLARATION OF FAITH

**The Bible.** We believe that the Bible is the inspired, infallible, and unchanging word of God, from Genesis to Revelation (2 Timothy 3:16).

**One God in three persons.** We believe in God the Father, God the Son, and God the Holy Spirit, and that all three are one (1 John 5:7).

**The deity of Jesus Christ.** We believe that Jesus Christ is the only begotten Son of God, born of a virgin, who was crucified, died, and was raised from the dead on the third day, ascended to the heavens and now sits at the right hand of God the Father (Isaiah 7:14, Luke 1:30-35).

**Salvation.** We believe that salvation is obtained through repentance and confession of our sins, and this by grace (not by works) through faith in Christ Jesus. He is the only mediator between God and men (Acts 4:12).

**The resurrection of the dead and eternal life:** We believe in the Second Coming of Jesus for His people, the resurrection of the dead, and the rapture of the Church. All people will be judged by God. Those whose name is written in the book of life will be raised for eternal life and those who are not, for eternal condemnation (1 Thessalonians 4:13-17; Revelation 20:11-15).

**Sanctification.** We believe in sanctification as a work that was instantaneously accomplished in the Spirit but is also developing progressively in the soul and body of a child of God (Hebrews 12:14; Romans 6:19-22).

### Baptism

- We believe in the baptism in the body of Christ, where people who accept Jesus, have a new birth, and become part of the Body of Christ and His eternal life.

- We believe in baptism in water as a symbol that identifies the believer with the death (to sin) and resurrection of Jesus to eternal life (Romans 6:4).
- We believe in the baptism of the Holy Spirit with the evidence of speaking in tongues and that through this baptism, we receive power to be witnesses of Jesus throughout the world. (Acts 1:8, 2:4, Mark 16:17).

**Laying on of hands.** We believe that it is one of the ways used to transmit blessing, healing and the power of God from one person to another. (Acts 8:15-20, 1 Timothy 4:14, 2 Timothy 1:6)

**The five-fold ministries.** We believe the five-fold ministries mentioned in Ephesians 4.11 were gifts given by God to the body of Christ.

**Governmental ministries.** We believe apostles and prophets are governmental ministries that establish the foundation and Christian doctrine of the church (Ephesians 3.5).

**The apostolic government.** We believe in establishing the apostolic government of the local church; with apostolic covering, prophets, ministers and elders as part of the government of the church (Ephesians 4.11 and Acts 14.23).

**The Kingdom of God.** We believe the Kingdom of God is a government, and Jesus is its King; we believe these truths to be supreme and absolute (Acts 8.12).

**The healing and liberating power of the Kingdom.** We believe in the power of the Kingdom to heal the sick, rebuke demons, and perform miracles, signs, and wonders (Matthew 12.28).

**Faith.** We believe that without faith it is impossible to please God and that through it we inherit God's promises (Hebrews 11.6).

**Preaching the gospel.** We believe in expanding the gospel of the Kingdom at the local, national, and world-wide level by all means possible (Matthew 24.14).

## **EDUCATIONAL PHILOSOPHY**

Our educational philosophy is that every student should be taught through curriculum and professors that have absolute belief on the truthfulness and reliability of the Bible. The faith of our students will increase as they grow in the word and learn to minister under the power of the Holy Spirit. Courses include time for personal ministry, activation and impartation. Through assignments and hands-on courses, the student will be able to minister to people on a first-hand basis, to practice what they learn through cell groups, discipleship training, missionary trips, and evangelistic crusades.

The teachings of the University are based on the following three pillars:

**Foundational teaching**      This teaching lays down the foundation of Biblical doctrine for Christianity and each spiritual principle being taught (Heb 6:1-3)

**Prophetic**              This teaching contains the prophetic understanding of Scripture, such as understanding

**teaching** typology, symbology, shadows and types, as well as their meaning and application today and for the future (John 5:39).

**Revelatory teaching** While many subjects can be taught and understood at an intellectual level, some things can only be truly received through revelation. Revelatory teaching is where the Holy Spirit opens our eyes to understand the spiritual realm (John 6:63).

Ultimately, the basis of all teaching at the University of the Supernatural Ministry is the work of the Holy Spirit, through Scripture and revelation of the meaning of Scripture (John 16:13). We recognize that the Holy Spirit alone can bring transformation to the human heart to exhibit Christ-like character and works.

## Objectives

The objectives of the University of the Supernatural Ministry are to prepare students in seven areas:

**The Supernatural Ministry** Students will be able to preach, teach, and minister the power of God to cast out demons, heal the sick, raise the dead, prophesy and manifest the Kingdom of God (Mark 16:16-17, Luke 7:22, Luke 10:17)

**The Kingdom of God and its operation** Students will learn about the Kingdom of God, renew their minds, and operate according to Kingdom principles (Mark 1:15).

**Personal Character and Ministerial Identity** Students will learn about their calling to ministry and how to minister to others based on their identity in Christ. Moreover, the student is taught Christ-like character such as integrity, commitment, faithfulness and humility.

**Knowledge and Revelation of God** In order to be effective, the minister must work in cooperation with the Holy Spirit. The students will learn how to hear the voice of God and learn how to have a personal relationship with God (Ephesians 1:17).

**Biblical Revelation** Students will learn the whole counsel of the word of God and how to apply it in their lives and others.

**Practical Hands-on Courses** Through practical components in their courses, students will practice those things learned in class.

**General Education** In addition to the core courses, students will learn other topics which help a minister add breadth of knowledge needed to minister in the 21<sup>st</sup> Century.

## A WORD ON CHARACTER

The Bible teaches that there are gifts of the Spirit (1 Cor 12:7-11, Rom 12:6-9, Eph 4:8-11) and a fruit of the Spirit with many manifestations (Gal 5:22-23, Eph 5:9-10). The gifts of the Spirit deal with supernatural manifestations for the purpose of advancement of the Kingdom of God. The fruit of the Spirit has to do with the development of personal character. The Biblical requirements for people in ministry are found mainly in the area of character (1 Tim 3:1-13, Titus 1:5-9). While any Christian can exhibit gifts of the Spirit, the gift in a person does not necessarily reflect character. A person with great gifting and poor character will eventually fail. The maturity of a believer to a Christ-like character will sustain a minister, a ministry, and the gifts of God in that person. Christian character is not developed simply by becoming older or by having more years in the Lord. Rather, Christian character is developed by allowing the Holy Spirit to work in us; it is by yielding to His will and purpose for our lives that our hearts and minds are transformed by Him. Students of the University of the Supernatural Ministry are expected to grow in knowledge, grace and character, to properly minister the power of God.

## **ANTIDISCRIMINATION POLICY**

The University of the Supernatural Ministry accepts single male or female students or married male and female students without respect to age, color, race, ethnic or national origin to all the rights, privileges, programs and activities generally accorded or made available to students at the University.

The University does not discriminate, on the same basis listed above, in the administration of its educational or admissions policies, work assistance, extracurricular or other University-administered programs.

Applicants selected must show evidence of high moral character, intellectual promise, a positive, outflowing attitude, satisfactory health, a desire to learn, and a desire to devote their life in full-time ministry to God. Moreover, we reserve the right to deny admission for other reasons. Applicants who appear to share the ideals and objectives of the University are given preference.

## **LOCATION**

The University of the Supernatural Ministry operates from its physical facilities at 13800 SW 144<sup>h</sup> Avenue Road, Miami, Florida 33186, which includes several classrooms. It also has at its disposal facilities located at 14100 SW 144 Avenue, Miami, Florida 33186, with more classrooms and an auditorium suitable for 5,600 people. For more information, you can contact our office by telephone at (305) 398-7969, by fax (305) 387-3824, or via e-mail at: [university@kingjesusministry.org](mailto:university@kingjesusministry.org).

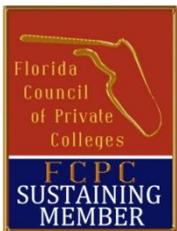
## **AFFILIATIONS AND ACCREDITATION**

The University of the Supernatural Ministry is a non-denominational Christian entity affiliated with King Jesus Ministry, located in Miami, Florida (<http://kingjesusministry.org/>) and is an outgrowth of King Jesus Leadership Institute, which has operated since January 2001. We believe in the visible manifestations of the Kingdom of God in the life of every believer, through the power of the Holy Spirit. Also, we believe in the restoration of all things brought about by God from the Protestant Reformation to the restoration of the five-fold ministry of the church.

The University of the Supernatural Ministry is authorized to operate from the State of Florida by religious exemption and meets or exceeds the minimum standards of the legal statutes of the State of Florida. F.S. 1005.06(1)(f) and F.S. 1005.04. In addition, the University of the Supernatural Ministry is accredited by the

Transworld Accrediting Commission International (TACI). While not recognized by the Department of Education of the United States, TACI has been accrediting Christian Colleges and Universities for over 25 years and is an “international, federally recognized non-profit church educational organization with a mandate to establish minimal acceptable standards, criteria and shared Biblical Doctrine.”<sup>1</sup> More information on Transworld can be found at: <http://www.transworldaccrediting.com/>.

In addition to being accredited by TACI, the University of the Supernatural Ministry is a sustaining member of the Florida Council of Private Colleges (FCPC). The FCPC represents its members (private, faith-based, colleges and universities) before any individual, private or government educational organization. The FCPC is an educational association that provides high quality evaluations of the following areas: faculty, academic curriculum, course development, distance learning processes, operations, catalogs, brochures, advertisements, application forms, financial information, student records, and transcripts to FCPC standards, which exceed the minimum standards of the State of Florida. A list of FCPC standards can be found at [www.FCPC-edu.org](http://www.FCPC-edu.org).



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# POLICIES AND

<sup>1</sup>Transworld Accrediting Commission International, <http://www.transworldaccrediting.com>, (19 December 2011).

# PROCEDURES

# GENERAL ADMISSION REQUIREMENTS

## Application for Admission

You may fill out the admission form at any time; there are no deadlines to apply. However, in order to begin classes, you must have been previously admitted.

## Application Instructions

1. At the end of this catalogue, you will find an admission form. Please, fill it out completely. Copies of this form are available at [university.kingjesusministry.org](http://university.kingjesusministry.org). Submit your filled application to the Admissions Office located at 13800 SW 144<sup>th</sup> Avenue Road, Miami, FL 33186. You may also scan it and email to: [university@kingjesusministry.org](mailto:university@kingjesusministry.org).
2. Include \$35.00 as a non-refundable processing fee for your admission application.
3. Ask your high school to send an official copy of your transcript or provide a copy of your High School diploma to the Admissions Office. Note: if you do not have a GED or diploma, please see the section for Special Admissions.
4. If you received a GED, please request a certified copy of the results of your exam and have it sent to the Admissions Office.
5. Provide the name of two references which are not relatives with one being your Senior Pastor, or a minister, elder or mentor of your church.
6. Attach an essay describing:
  - a. your salvation experience,
  - b. your calling and willingness to go into full-time ministry, and
  - c. your service in your church.

Note: Students who graduated or are transferring from the King Jesus Leadership Institute, and took courses for credit prior to May, 2012, and are in good standing, can skip steps 3/4.

Note: Students applying to the College of Arts and Music will need to pass an audition that will be scheduled by an instructor.

## **Credit Transfer Policy**

It is our policy to take into consideration earned credits obtained at a college, university, or another institution for higher education. Only those courses which are similar in content to those in the curriculum of The University of the Supernatural Ministry will be accepted. Courses which are not similar may be transferred as electives, as long as they agree with the principles being taught in this institution. Credits can only be transferred if the final grade was no less than a "B".

If you wish to transfer credits from another college or university, request a transcript from each institution and have it mailed to the Admissions Office, 13800 SW 144<sup>th</sup> Avenue Road, Miami, FL 33186.. When the transcripts are received, the Registrar's Office will notify you as to the status of your credit transfer.

The University of the Supernatural Ministry does not take into account the GPA obtained in other educational institutions to determine the 2.5 GPA required for graduation.

Regardless of the credits obtained at other institutions, The University of the Supernatural Ministry will not accept more than 50% of the credits necessary to fulfill the graduation requirements for a given degree, diploma or certificate.

Students wishing to transfer credits from countries that are in a language other than English or Spanish are required to provide a certified translation of the description of his transcript and courses taken. This certification must be done by: (1) a commercial institution able to certify the authenticity of the documents; (2) an individual with the proper credentials from the country where the student attended college or the university.

The University of the Supernatural Ministry and the Admissions Office reserve the right to reject credits obtained in colleges or Biblical Institutes which, in our opinion, are not to the same academic standards or do not contain substantially the same content as those offered by this institution. The transcripts submitted to the University of the Supernatural Ministry become the property of the Institute and shall remain a part of the student's permanent record; these cannot be copied or re-emitted except for the sole purpose of academic counseling to be held within the University.

The acceptance of credits from one educational entity to another is the prerogative of the entity that receives such credits. Therefore, the University of the Supernatural Ministry does not guarantee that our credits will be accepted by other educational entities whether secular or Christian.

## **Special Admissions**

We recognize that not all students have an educational background that agrees with the Admissions policy form, yet may still have a legitimate calling from God. Therefore, the University shall consider the admission of such students on an individual basis and according to their non-traditional educational background.

## **ACADEMIC CALENDAR**

### **Registration**

To earn credits for any course, the student must complete all of the pre-requisites specified for the course and must be registered at the Registrar's Office, whether in person, or through the online process.

A student may register for a class that is not part of the degree program only if he meets the class requirements and has the approval of the teacher. However, such a class will not be necessarily considered part of the degree program and may otherwise delay the student's graduation date.

Registration dates will be announced online each trimester at [university.kingjesusministry.org](http://university.kingjesusministry.org). While the University makes every effort to provide academic counseling to its students, its basic policies places on the students the responsibility for planning their courses to fulfill their academic program. By keeping track of their progress using the degree sheet for their program, students can select missing courses until they complete all required courses.

## **CHANGE OF COURSE**

### **Drop Policy**

A for-credit student has the ability to drop a course through the online system; however, this does not automatically initiate a refund to the student. The student must notify the registrar's office of the drop. A refund will be issued (if applicable) according to the Refund Policy listed in the Financial Policies section of this document.

### **Withdrawals**

Any person who finds it necessary (due to personal circumstances) to withdraw from the University of the Supernatural Ministry should notify the Registrar's Office. If the withdrawal is considered to be valid, and if the financial obligations have been fulfilled by the student, the student's permanent record will not be negatively impacted.

### **Cancellation of Classes**

Any class with an insufficient number of students registered may be cancelled at the discretion of the Registrar's Office. Students registered to a class that was cancelled will be contacted to either register for another class or receive a refund, with no penalty to the student.

## **ACADEMIC CLASSIFICATION**

- Full-time Student-** Any student who registers for 12 or more academic credits per term.
- Part-time Student-** Any student who registers for less than 12 academic credits per term.
- Auditing Students-** Any student who has completed all admission pre-requisites but is not interested in receiving credits. After the second week of class, classes taken under this classification cannot be changed to a for-credit class.
- Student on Probation-** Any student who has not fulfilled all admission requirements but who is allowed to take a class under this status for a time specified by the Registrar's Office. Alternatively, any student who violates the code of conduct, honor system, or whose academic performance yields a GPA lower than 2.5 (either overall or for that trimester).

## **ATTENDANCE**

Students are expected to attend every class. Students absent to a class are responsible for the material covered in class. Individual professors may hold their own attendance requirements which may affect a student's final grade.

## **EXAMS**

Students must take their exams on the specified date, unless other arrangements are made with the class professor. Plagiarism on written assignments or cheating on an exam is grounds for failing a course and being placed on probationary status. At the discretion of the Dean of Students, the student may be expelled from the University.

## GRADING SYSTEM

Final grades will be given after final exams are taken. The institute's grading system is based on a 4.00 GPA. All students earn their GPA according to the following:

Grade		Points per letter grade
A	Excellent	4.00 – 3.50
B	Good	3.49 – 2.50
C	Regular	2.49 – 1.50
D	Poor	1.49 – 0.50
F	Fail	0.49 – 0.00

For example: a student receives 4 points per credit hour for each "A". Students may determine the average of their grades by dividing the total number of points by the total number of credits taken (students who have taken a course more than once please read the section below on repeating a class). A student must have a cumulative GPA of 2.50 or more in order to satisfy the graduation requirements.

Others codes that might appear in the report or transcript:

I	Incomplete
D	Dropped course
D-"F"	Failed dropped course
E	Extension for Incomplete
P	Pass
NG	No Grade
CR	Credit

Every "Incomplete" must be completed before the middle of the next trimester. If the student requires an additional extension due to an extreme circumstance which prevents the completion of the course, the student must submit the request for extension in writing to the Registrar's Office.

### Repeating a Course

A student may repeat a course that was previously failed, dropped, or did not obtain a letter grade required for graduation or specialization. All grades obtained by the student become part of the student's permanent record. When a course is repeated, the highest grade will be used to calculate the GPA. The student's GPA will increase if the final grade obtained when the class is repeated is higher than the original grade.

If a student repeats a course in another institute, school, or college, the credits and grades obtained at said institution will not be considered to improve the academic record of the student at the University of the Supernatural Ministry. Courses cannot be repeated more than three times.

## GRADUATION HONORS

To qualify for academic honors, the student must have a cumulative 3.50 GPA for all academic courses.

The academic honors are as follows:

<b>Honor</b>	<b>Academic Average</b>
Cum laude	3.50 - 3.69
Magna cum laude	3.70 - 3.84
Summa cum laude	3.85 - 4.00

## **TRANSCRIPTS OF ACADEMIC RECORD**

Students may obtain an official transcript by submitting a transcript request form and paying \$10.00 per transcript requested. The Registrar's Office will not produce an official transcript until all financial responsibilities have been fulfilled.

## **DUAL DEGREES**

A student may enter in a dual degree program by fulfilling all of the requirements of each degree. Dual degrees are only offered in programs from different schools (e.g., College of Ministry and College of Arts and Music). It will normally take two years of additional study to complete a dual degree program.

## **STUDENT INFORMATION**

The University of the Supernatural Ministry uses electronic means to maintain accurate records of student progress. Students are required to maintain a current working email address and physical address. They are expected to update their personal information whenever there is a change. Failing to maintain a working email account may cause the student not to receive critical University information.

## **STUDENT ID**

Admitted students will be given a student ID with a unique number. This ID must be carried by the student and presented when requested by University staff or representatives. This card also gives you access to the library and to library services such as the use of library computers. It may also be used to mark attendance to courses or special events. Damaged IDs will be replaced free of charge on an exchange basis. Lost IDs can be replaced for a fee of \$10.

## **ONLINE SYSTEM**

Admitted students are given an account with username and initial password at the university website: [usm.elreyjsus.org](http://usm.elreyjsus.org). Students must access the account to register for courses and to view course material, lecture notes and/or videos of the class, even if the course has live lectures. Often, homework must be uploaded in the system and exams taken through this system.

## **STOPS ON STUDENT RECORDS**

Schools and colleges, university administrative departments and related offices have the ability to put stops on student records. These stops can be financial (e.g., non-payment), academic (e.g., poor grades or unsatisfied incompletes), or disciplinary in nature and may delay a student's ability to register, to receive an official transcript or to receive a diploma. Stops on a student's record normally require an action from the student. Specific information on how to remove a stop should be obtained from the Registrar's Office.

## **STUDENT MANUAL AND READMISSION**

Students are expected to familiarize themselves with the requirements of the University and the school or college in which they are enrolled. Moreover, they are subject to the requirements of the student manual in effect at the time of admission. Any student readmitted into the program is bound to the requirements of the Student Manual in effect at the time of readmission.

## **CHANGES/DISCREPANCIES IN UNIVERSITY DOCUMENTATION**

The University reserves the right to change any provision or requirement, including, but not limited to fees and tuition at any time without notice. Degrees, courses, programs, activities, and the like, academic or non-academic offerings of the University may also be changed from time to time without notice. The University further reserves the right to require a student to withdraw when in violation of University policies. Further admission of a student to the University of the Supernatural Ministry for any semester does not imply that such a student will be enrolled in any succeeding academic semester. It also reserves the right to impose sanctions on any student whose conduct is unsatisfactory. Any admission on the basis of false statements or documents is void when the misconduct is discovered, and the student is not entitled to any credit for work which the student may have done at the University prior to any disciplinary action that may be taken as a result of such misconduct. When a student is dismissed or suspended from the University for cause, there will be no refund of tuition or fees paid. If a dismissed student has paid only a part of his tuition and fees, the balance due to the University will be considered a receivable and will be collected.

There will be no refund of tuition, fees, charges or any other payments made to the University in the event that the operation of the University is suspended at any time as a result of events beyond the control of the University.

Should there be any discrepancy between this manual, other information disseminated by the University, and information in the university's web page, the online information will take precedence.

## **CODE OF CONDUCT**

Discipline is important in any phase of life, especially in the service of the Lord. For this reason, we want each student to be aware of the responsibilities that a mature Christian should display while a member of this University.

Every student must respect the following code of behavior:

### **TESTIMONY**

The University expects each student to give a good testimony of what it means to be a born-again Christian, whether on campus or off campus.

- A. Conduct that violates the principle of the Gospel of the Kingdom of Jesus Christ is grounds for dismissal. Examples of this are:
  - 1. Criminal activity
  - 2. Promiscuity or sexual relations outside of marriage
  - 3. Drunkenness
  - 4. Abusive behavior towards others
  - 5. Apostasy or rejection of the tenets of the Christian faith.
  - 6. Academic dishonesty – particularly with online material
  - 7. Misconduct
  
- B. The student is expected to serve faithfully in a local church, since the University is not a substitute for the local church. Faithfulness to a church demonstrates that the student is a responsible Christian, who will be faithful as a minister of the gospel of our Lord Jesus Christ.

### **COMPLAINT RESOLUTION AND APPEALS**

Any questions, concerns, conflicts, or complaints, in favor of or against a student can be referred to the professor or members of the staff. In case any situation cannot be resolved through this channel or if the student does not agree with the answer given, the student has the option to appeal to the Dean's Office in writing. Such an appeal must be made within one month from the date of the incident in question. The Dean's Office will make the proper investigations and provide an answer one month from the date the notification was made.

### **DRESS CODE**

Students are expected to dress in a manner that is honoring to God and shows respect towards their professors and fellow students. Therefore, proper dress attire is required for all students while at the University. In particular, revealing clothing, mini skirts or short shorts are not permitted in class.

### **SPECIAL ACTIVITIES**

From time to time, students will be asked to participate in events that are beneficial to their spiritual growth, such as conferences, prayers, youth activities and other training.

### **VISITORS**

Persons who are not registered to a class are not permitted to sit in the classroom. However, guest visitors or parents may occasionally sit in one class with the permission of the professor.

### **FOOD AND BEVERAGES IN THE CLASSROOMS**

Under no circumstances will food or beverages be allowed in any of the classrooms or teaching area. There will be a designated area for food and refreshments.

# **COMMITMENT TO ADVANCE TOWARDS YOUR DEGREE**

By enrolling in this University, you are committing to graduating, advancing towards your degree, and coming to prayer.

## **GRADUATING**

As the Scripture says, make sure you count the cost (both financially and time-wise) when you apply to USM (Luke 14:28-33). By starting your studies you are committing yourself to completing a degree program. Keep in mind that this is part of your preparation to fulfilling your calling in life. Do not abort the plan of God for your ministry by dropping out! Perseverance is a necessary quality for a successful Christian life; especially perseverance in the face of adversity. During your studies you will face challenges to derail you from your purpose. As you win these victories, you are being prepared to overcome in your future ministry.

## **ADVANCING TOWARDS YOUR DEGREE**

A student coming full time should complete an Associate's degree in two years time and a Bachelors degree in four-years time. The Masters program should take one year for a USM graduate and up to three for someone with degrees in non-theological fields only.

- You are expected to make reasonable advances towards your degree by taking a minimum of two classes per trimester (at this rate it will take more than double the time listed above)
- No degree-seeking student will be allowed to take just one class unless he/she is only one class short for graduation, unless a special arrangement is made with the administrative offices
- You are expected to enroll every trimester that classes are taught, unless a special arrangement is made with the administrative offices
- Any student skipping two trimesters without special permission must re-apply for admission and is not guaranteed to be accepted again
- A student who cannot enroll due to an academic or financial stop is not exempt from re-admission requirements for skipping a trimester

## **COMING TO PRAYER**

As a Christian university preparing students for Christian ministry, it goes without saying that prayer should be a central part of a student's personal life. Moreover, the ministry that occurs in class depends not only on the teacher's commitment to seek God but also on the student's commitment to come spiritually prepared for class. For this reason, students are strongly encouraged to come half an hour before their first class for prayer time.

## **MISCELLANEOUS PROVISIONS**

Written official documents such as registration forms, academic calendars, admissions forms, and this student manual represent the total agreement established between the student and the University; no verbal agreement between the student, the staff, volunteers, or any other persons associated with the workings of the University is binding.

A mistake in one part or component of the agreement between the student and the University will not discredit the validity of the other clauses. If one component or provision is deemed to be invalid, it does not affect the validity of the rest.

During the normal operations and projects carried out by the University, there is always the possibility of an unexpected risk. The student accepts not to hold liable the University of the Supernatural Ministry, King Jesus International Ministry, its officials, directors, agents, employees, or volunteers responsible for any damages to the student or the student's personal property.

### **PERMISSION TO USE YOUR VOICE OR IMAGE**

When a student registers at the University, he gives the University the legal right to use any photograph, video, voice, or image of the student for advertising, promotions, or any other reason, whether in the form of electronic or printed material, television, newspaper, internet or any other means of communication.



# **FINANCIAL INFORMATION**

## REGISTRATION AND TUITION FEES

### Fees

The University fees are as follows:

#### Regular Fees

Admission	\$35	Non-refundable
Undergraduate	\$65/credit	
Graduate Courses	\$85/credit	
Graduation fee	\$75	

#### Additional fees

Lost ID fees	\$10
Official Transcript	\$10

### Payment Plan (Available only to on-campus students)

Payment for classes is made in two parts. Near the beginning of the trimester, the course will be published in the course catalog online system as part "A" of the course. The charge for part "A" will be equal to or slightly greater than half the price of the course and it will contain the material for half of the course. About half way through the trimester, the course will appear in the system catalog online as part "B." The student must purchase part "B" to complete the course. When a student enrolls in part "A" of the course, he (she) is also committed to comply with part "B." Otherwise, the course is not completed, and the student will receive a failing grade. Moreover, the student will have a financial responsibility to the full price of the course (both parts A and B), unless the student has dropped the course online within the period provided in the refund policy of reimbursement.

### Payment for Online Students

Students of the University which take most of their courses on line, or that live in other states of the United States, or live outside of the United States, must pay the full cost of the course at the moment of registration.

### Refund Policy

The charge for processing your admission is non-refundable. If a student is unable to continue with his studies for that trimester, a portion of the tuition fees paid for the classes will be refunded according to the following schedule:

Within five business days after registration:	100%
Before the second class:	100%
Before the third class:	50%
After the third class begins:	0%

After the third class, there will be no refunds. A credit balance may be rolled over for the next trimester. As a second option, the credit balance can be returned to the student. All charges will be returned after payment with credit/debit cards are processed and authorized.

Students using the payment plan should note that the rate of reimbursement is for the total price of the course not only for Part A. For students in the payment plan, please note that the percentage of reimbursement is based on the total price of the course.

The trimester is divided in to part A and part B. Part A is due within the first two weeks of the trimester. After the second week of class, there are no refunds of part A paid should you withdraw from the course.

### **Accounts with Pending Balances**

All costs for classes or activities must be paid in full before registering for the next trimester. Official transcripts, certificates, or diplomas will not be granted to students who have an outstanding balance. If the student is on a payment plan, you are not allowed to attend class until all outstanding balances are paid in full.



# **ACADEMIC PROGRAMS**

# STUDY PROGRAMS

## Colleges

The University of the Supernatural Ministry operates two colleges: the College of Ministry and the College of Arts and Music. The College of Ministry focuses on developing people to the five-fold ministry of Ephesians 4:11. The College of Arts and Music focuses on developing worshippers, worship leaders, prophetic worship teams, musicians, and Christian workers for outreach through media.

## Curriculum

The University of the Supernatural Ministry offers a variety of courses designed to help develop the student in the fields listed in this catalog. Classes will include hands-on components where students will work or minister in a specific area to develop skills in those areas. Courses are rated between 0 and 4 credit hours.

## Programs

The University offers Associates and Bachelors Programs, (Masters and Doctoral Programs to come) as follows:

Associates in Practical Ministry	(64 credits)
Bachelors in Ministry	(120 credits)
Master's in Ministry	(36 Credits)
USM School of Worship (with New Wine)	(Coming soon)

\*Music is only available on campus and not online.

The University operates on a trimester system with an academic credit given for each 60-minute period in a twelve to thirteen-week course, or its equivalent.

Note: Students who transfer-in general education credits or have graduated from a program that include sufficient general education credits can have their degrees say "Associate of Arts" rather than Associates in Practical Ministry or "Bachelor of Arts" for the Bachelors degree.

In addition to the degree programs, the University offers non-credit certificates of specialization for people who have graduated in other fields. These include: Certificate for Kingdom Business Expansion and Certificate in Praise and Worship. More details on these programs can be found in the online site.

## COURSE LISTING AND DEGREE PLANS

Degree plans have been designed to prepare students for ministry. The University of the Supernatural Ministry reserves the right to change courses in any degree program to benefit the student's educational experience and/or update courses.

### DEGREE PLANS FOR ASSOCIATES IN PRACTICAL MINISTRY PROGRAM

The degree plan for the Associates in Practical Ministry Program is designed to train Christian workers to fully support existing or new ministries. Anyone interested in taking a lead position such as pastor or minister, rather than a supporting position in a ministry, should complete the Bachelors in Ministry Program.

<b>Supernatural Ministry</b>		<b>Credits</b>
SUP 101	Revelation and Power of the Work of Jesus Christ on the Cross I	2
SUP 201	Revelation and Power of the Work of Jesus Christ on the Cross II	2
SUP 110	Revelation and Power of the Resurrection of Jesus Christ	2
SUP 120	Faith I	2
SUP 220	Faith II	2
SUP 130	Prayer I	3
SUP 230	Prayer II	2
SUP 140	Evangelism with Miracles I	3
SUP 260	Evangelism with Miracles II	3
SUP 210	Inner Healing and Deliverance	2
SUP 240	Divine Health and Healing	2
SUP 250	How to Walk in the Supernatural Power of God I	2
SUP 350	How to Walk in the Supernatural Power of God II	2
<b>Total Credits in Supernatural Ministry</b>		<b>29</b>
<b>Kingdom, Power and Glory</b>		<b>Credits</b>
KPG 101	The Apostolic Vision of the House I	3
KPG 201	The Apostolic Vision of the House II	3
KPG 210	Kingdom Economic Principles	2
KPG 330	Kingdom Advancement through Missions	0
<b>Total Credits in Kingdom, Power and Glory</b>		<b>8</b>
<b>Personal and Ministerial Identity</b>		<b>Credits</b>
PMI 110	Introduction to the Five-fold Ministry	3
PMI 120	The Formation of the Character and Ministry of a Leader I	2
PMI 130	How to Find your Purpose and Calling for your Life I	2
PMI 210	Fathering, Family, Marriage and Children I	3
PMI 220	Transformation through the Renewing of the Mind	2
<b>Total Credits under Personal and Ministerial Identity</b>		<b>12</b>
<b>General Education</b>		<b>Credits</b>
GED 260	The Three Pillars of Health: Diet, Exercise and Rest I	2
GED 220	English/Spanish Composition	2

	<b>Total Credits in General Education</b>	<hr/> 4
	<b>Revelation and Knowledge of God</b>	<b>Credits</b>
RKG 210	How to Hear the Voice of God	2
RKG 310	The Holy Spirit in the Now I	2
	<b>Total Credits in Revelation and Knowledge of God</b>	<hr/> 4
	<b>Biblical Revelation</b>	<b>Credits</b>
BRV 103	How to Study the Bible	2
BRV 120	Foundation of the Christian Faith	2
BRV 220	Preaching the Gospel of the Kingdom with Revelation and Authority	3
	<b>Total Credits in Biblical Revelation</b>	<hr/> 7
	<b>Total Credits Associates Program:</b>	<hr/> 64

## DEGREE PLAN FOR BACHELORS IN MINISTRY PROGRAM

The degree plan for Bachelors in Ministry is designed to prepare students to enter or lead in a Christian ministry, church, or parachurch organization.

<b>Supernatural Ministry</b>		<b>Credits</b>
SUP 101	Revelation and Power of the Work of Jesus Christ on the Cross I	2
SUP 201	Revelation and Power of the Work of Jesus Christ on the Cross II	2
SUP 110	Revelation and Power of the Resurrection of Jesus Christ	2
SUP 120	Faith I	2
SUP 220	Faith II	2
SUP 130	Prayer I	3
SUP 230	Prayer II	2
SUP 140	Evangelism with Miracles I	3
SUP 260	Evangelism with Miracles II	3
SUP 210	Inner Healing and Deliverance	2
SUP 310	Deliverance, the Children's Bread	3
SUP 240	Divine Health and Healing	2
SUP 250	How to Walk in the Supernatural Power of God I	2
SUP 350	How to Walk in the Supernatural Power of God II	2
SUP 301	Fasting as a Spiritual Weapon	2
SUP 320	The Ministry of Intercession	2
SUP 340	The Gifts of the Holy Spirit, Here and Now I	2
SUP 360	The Gifts of the Holy Spirit, Here and Now II	2
<b>Total Credits in Supernatural Ministry</b>		<b>40</b>
 <b>Kingdom, Power and Glory</b>		 <b>Credits</b>
KPG 101	The Apostolic Vision of the House I	3
KPG 201	The Apostolic Vision of the House II	3
KPG 210	Kingdom Economic Principles	2
KPG 220	The Kingdom of Power, Dominion, Expansion and Demonstration I	4
KPG 320	The Kingdom of Power, Dominion, Expansion and Demonstration II	3
KPG 330	Kingdom Advancement through Missions	0
<b>Total Credits in Kingdom, Power and Glory</b>		<b>15</b>
 <b>Personal Character and Ministerial Identity</b>		 <b>Credits</b>
PMI 110	Introduction to the Five-fold Ministry	3
PMI 120	The Formation of the Character and Ministry of a Leader I	2
PMI 230	The Formation of the Character and Ministry of a Leader II	2
PMI 130	How to Find your Purpose and Calling for your Life I	2
PMI 240	How to Find your Purpose and Calling for your Life II	2
PMI 210	Fathering, Family, Marriage and Children I	3
PMI 310	Fathering, Family, Marriage and Children II	3
PMI 220	Transformation through the Renewing of the Mind	2
PMI 320	A Covenant of Commitment with God	3
PMI 330	Counseling, Pastoral Care, and Love	3

**Total Credits under Personal Character and Ministerial Identity** **25**

**Revelation and Knowledge of God** **Credits**

RKG 210	How to Hear the Voice of God	2
RKG 310	The Holy Spirit in the Now I	2
RKG 320	The Holy Spirit in the Now II	2
<b>Total Credits in Revelation and Knowledge of God</b>		<b>6</b>

**Biblical Revelation** **Credits**

BRV 101	Old Testament I	2
BRV 102	Old Testament II	2
BRV 120	Foundation of the Christian Faith	2
BRV 201	New Testament I	2
BRV 202	New Testament II	2
BRV 220	Preaching the Gospel of the Kingdom with Revelation and Authority	3
BRV 420	End Times and the Book of Revelation	2
<b>Total Credits in Biblical Revelation</b>		<b>15</b>

**General Education** **Credits**

MUS 101	Introduction to Praise and Worship	2
MUS 110	Introduction to Music	2
MUS 220	How to Raise a Prophetic Praise and Worship Team	2
GED 110	Financial, Legal and Administrative Processes and Procedures for Churches and Ministries	4
GED 220	English/Spanish Composition	2
GED 260	The Three Pillars of Health: Diet, Exercise and Rest I	2
GED 460	The Three Pillars of Health: Diet, Exercise and Rest II	2
GED 320	Introduction to Computers and Technology	3
<b>Total Credits in General Education</b>		<b>19</b>

**Total Credits Bachelor in Ministry Program:** **120**



# FACULTY

**AND STAFF**

## FACULTY AND STAFF

### FOUNDERS

Apostle Dr. Guillermo Maldonado

### FACULTY

Apostle Dr. Guillermo Maldonado  
*Founder – President*

Elio Coradin, M.D.  
*Adjunct Faculty*

Teacher John Laffitte, Ph.D.  
*Executive Vice-President*

Jean-Louis Mercier, M.A.  
*Adjunct Faculty*

Pastor Carlos Acosta, M.A.  
*Faculty*

Carlos Ramos, M.D.  
*Adjunct Faculty*

Pastor Alejandro Morales, M.D.  
*Faculty*

Minister Dr. Mary Reguera  
*Adjunct Faculty*

Maestro Jhonny Mendoza  
*Adjunct Faculty Music*

### ADMINISTRATION

John Laffitte, Ph.D.  
*Administration*

Jacqueline Delgado  
*Media*

Tabitha Tice  
*Finances*

Aldo Reguera  
*Media*

Stephen Rodriguez  
*Student Affairs*

Daymis Valentin  
*Student Affairs*