

## Helpful Suggestions to Minimize Costs to a Bible College

1. **Class Size**: Consider limiting the size of the class, especially during the initial setup period. It may be beneficial to limit the number of students to less than 10 or 12 initially, or if it is necessary to separate men from women in existing homes or facilities, even a smaller number may be wise.
2. **Food Costs**: You may want to request that the students' families contribute to the costs of their food. As their actual Bible College curriculum is provided at no expense, it is not out of reason for them to contribute toward the costs of their own food. Any remaining expenses for the food necessary for Bible College students might be funded as a Missions Project of a sponsoring church or group of churches.
3. **Community gardening**: Sustainable projects such as gardening, fish farming, poultry and small animals may also be raised, depending of course on available land area. In some locations even flat rooftops have been used for gardening.
4. **School Faculty**: Faculty for the Bible College could consist of existing pastors and elders within the sponsoring church, in order to save the expense of hiring additional teachers. As all materials, tests and answer keys are provided for the curriculum, it is not difficult for an individual to teach the program. The program is constructed in such a way that makes it possible for the existing pastor or staff to teach and administrate the Bible School without the hiring of a professional teacher. Until accreditation is required by the students and the local Bible College, the teachers are not required to have any certification or college credentials in order to teach. Some regional governmental jurisdictions may require teacher certification.
5. **Copy Cost of Materials**: This is a significant cost and must be factored into the overhead expenses of conducting a learning center. Even if the facility has their own copier, the expense for paper, ink and personnel is potentially significant. Some schools have used a projector to display materials for students while allowing them to read and copy in that fashion. This requires more time and is not suitable for all the courses. Oral group reading and didactic teaching style may reduce copy costs also, even though interactive dialog is considered preferable.
6. **Translation**: If translation is necessary for the students, then those costs must be absorbed in some fashion by the administration of the Bible College. Providing printed or digital copies of the text in the language of the students is essential in many areas, as English is not easy to study, if not a 1<sup>st</sup> language. Students may be willing to assist in the translation and computer inputting of curriculum materials.

In summary, each College should consider limiting the number of students to those that can be reasonably sheltered and fed (if residential). Any others desiring to

attend the Bible College should be put on a 'waiting list' and contacted at the time you begin to teach a new class (one or two years later). In some areas where they have had the resources to enlist additional teachers and they had a second classroom, they have started another group of Year One students at the same time the current students are finishing their second year of the two-year program. (That is to say, the first group of students would finish their second year at the same time the second group of students is doing their first year of classes.) This is somewhat more difficult to administrate however, and we would recommend that initially Bible schools administrate only one group of students at a time.

### **ENROLLMENT FEES FOR STUDENTS**

Each Bible College should determine the reasonable cost required for student rooms, food and materials. Work credits might be considered, as should scholarships from alumni and member fellowships.

### **Debt and loans should never be a consideration to pay for a student's expenses.**

HOJ-ICBS is unable to assist with the expenses of students. All expenses must be met by local contributions.

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