**Guidelines for Home LDM Program**

**We are excited that you have decided to be a part of this program and want you to excel. We ask that you follow these few rules so that we might all benefit and maximize our opportunity to learn. If you have any questions please contact the Ada Full Gospel Church during office hours M-F 9am-4pm @ 419-634-6132 and after office hours please call Kim Craig (419) 235-8084 or Karen Rarey (419) 679-6036. Email:adafullgospel@adafullgospel.com or** [**www.adafullgospel.com**](http://www.adafullgospel.com)**. Please make sure the office has your updated contact information.**

**You will need to return all essays at the time they are due on the schedule by mail or via email. They must reach the church by 12:00am the date on the schedule and no later or they will receive a zero.**

**You will also be required to have a 70% or above to pass and graduate from the Leadership Development Ministries.**

**NOTE: Anyone who pays for the whole course will get all of their books at that time instead of receiving them each month. If you are paying monthly and are current on your fees, you will receive your books. Books will be mailed at your expense.**

**Please make checks payable to: Ada Full Gospel Church for the course. Mail your payment to: Ada Full Gospel Church 1047 State Route 235 Ada, Ohio 45810.**

1. **It will be the responsibility of the intern to see that all forms are completed and returned to the**

 **Ada Full Gospel Church at 1047 State Route 235 Ada, Ohio 45810**

**Phone #: 419-634-6132 Fax #: 419-634-0346 Email:adafullgospel@adafullgospel.com**

**Web: www.adafullgospel.com**

1. **You will be required to read the Bible through by the end of the program. We will provide you with a bible reading schedule that will need to be completed and turned in at the last class.**
2. **Each question should be answered in paragraph form and each total essay should be at least 500 words, you will be penalized for not having all 4 questions acknowledged in your essay.**
3. **How did the book influence you?**
4. **What steps are you taking to change your behavior/thoughts?**
5. **How will you use what you have learned to influence other?**
6. **How are you going to use what you have learned in the future?**

**4. Your essays must be turned in on time via e-mail, fax or mail or you will receive a zero.**

**The essays must contain the following information:**

1. **Name**
2. **Book ESSAYS MUST HAVE THESE 4 THINGS ON THEM OR YOU WILL**
3. **Church RECEIVE A ZERO.**
4. **Pastor**

**5. Grades will be emailed to you monthly.**

**6. Essays from the last book of the program need to arrive by June 1, 2021.**

* **Final grades will be emailed to you.**