



D E S T I N Y  
L E A D E R S H I P  
I N S T I T U T E

STUDENT HANDBOOK

2019-2020 ACADEMIC YEAR

Destiny Leadership Institute is an equal opportunity institution. It does not discriminate based on race, sex, color, national or ethnic origin.

## Section 1: Overview

Destiny Leadership Institute currently offers a two-year program, that upon completion, leads to the Diploma in Christian Leadership. Each core is designed to be user friendly and practical, as well as academically sound. Utilizing the latest Internet technology coupled with time proven educational delivery systems, DLI cultivates the student's understanding of Scripture, their ministry gifting and personal life vision. By doing so, we assist them in laying firm foundations within their lives upon which they can build their Ministry and Leadership skills

## Section 2: Course Descriptions

### Year One Fall Courses:

**Introduction to Bible:** Designed to give a clear, usable understanding of the Bible and to teach basic bible study methods.

**Old Testament Survey:** Provides a basic framework for understanding and interpreting the Old Testament by offering vital historical, geographical, and cultural insights.

**Core 1 Internship:** DLI's internship requirement ensures that our students gain practical training in conjunction with their biblical studies.

### Year One Spring Courses:

**Servant Leadership:** Offers a look at Jesus' life and ministry in its historical and theological context, while focusing on Him as the ultimate servant leader.

**Christian Foundations I:** Introduces the field of theology and provides a workable knowledge of the following important Christian doctrines: the Bible, God, man, and sin.

**New Testament Survey:** Provides a basic framework for understanding and interpreting the New Testament by offering vital historical, geographical, and cultural insights

**Core 1 Internship:** DLI's internship requirement ensures that our students gain practical training in conjunction with their biblical studies.

### Year Two Fall Courses:

**Ministry Ethics:** Focuses on the ethical and moral conduct of ministers, with a special emphasis on how to handle money, relationships, and church responsibility in a proper manner.

**Effective Christian Living:** Challenges students to experience the fullness of a life lived in fellowship with a loving and personal God and gives insight on knowing and doing the will of God in life and in ministry.

**Core 2 Internship:** DLI's internship requirement ensures that our students gain practical training in conjunction with their biblical studies.

### Year Two Spring Courses:

**Intro to Christian Ministry:** Helps students identify and implement values, vision, mission, and strategy in their ministry contexts.

**Ministry Skills:** Introduces two vital ministry skills: communication and care. Help students develop and deliver clear, powerful sermons and lessons and overviews principles of pastoral care and counseling.

**Christian Foundations II:** Introduces the field of theology and provides a workable knowledge of the following important Christian doctrines: Christ, Salvation, The Holy Spirit, The Church, and Last Things.

**Core 2 Internship:** DLI's internship requirement ensures that our students gain practical training in conjunction with their biblical studies.

Students are enrolled in courses based on the respective semester in which they enroll. For example, if you enroll in the Fall, you will take Intro to Bible, Old Testament Survey, and the Internship. If you enroll in the Spring, then you will take Servant Leadership, Christian Foundations 1, and DLI Internship.

If you fail to successfully complete a course (C or higher), then you will take that course in the summer for a fee of \$200. If you fail to complete a course in the first semester of a year, you will be automatically enrolled in next semester with the expectation that you will make-up work in the summer unless you formally withdraw from the program.

## Section 3: Instructors, Administrative Staff, Teaching Assistants, and Alumni Advisors

**DLI Founder-** Dr. Phil Brassfield

**DLI Director-** Pastor Landon Galloway

**DLI Finance Administrator-** Amy Dew

**DLI Administrative Assistant-** Stephanie Powers

**DLI Alumni Advisor and Teaching Assistant Administrators-** Grant and Kellie Bowman

- **Alumni Advisors** are DLI graduates that are assigned to guide you through the program. They will check in on you, help answer your questions, make sure that you understand everything about DLI, and interact with you in your Internship course. Your advisor will stay with you throughout your two-years in DLI.
- **Teaching Assistants** are DLI graduates that will help grade your work and interact with you in the course discussion forums. They are assigned to a particular class.

**DLI Instructors-** Dr. Phil Brassfield, Pastor Landon Galloway, Pastor Jonathon Buckland, Pastor Rob Griffin, Pastor Paul Cook, and Professor Scot Loyd.

## Section 4: Communications

As an online institution, we realize the importance of communication. We want you to know that, even though we may not see each other face-to-face, our team is always available to help you.

### A. Who should you contact?

1. For issues regarding a particular course, contact the instructor of that course.
2. For admissions/financial issues, please contact Amy Dew ([amy@destinyleaders.com](mailto:amy@destinyleaders.com)).
3. For technical support issues, please contact Stephanie Powers ([steph@destinyleaders.com](mailto:steph@destinyleaders.com)).

### B. How should you contact them?

1. You may call the office at **501-887-9933** during regular operating hours, Tuesday-Friday 9-4.
2. The most efficient way to reach our staff is through e-mail. We will do our best to return every e-mail within 24 hours.
3. Please remember that DLI has over 100 students currently enrolled, so we need a little time to process requests.

## Section 4: Assignments and Grading

A. Students are expected to put forth honest effort and to always try their best. Therefore, plagiarism, cheating, forum posts with no substantial responses, etc. will not be tolerated.

B. Our teaching faculty will follow the following late grade policy:

1. Each unit's work must be completed by the end of the two- week unit. Late work will be penalized 10 points per week late. If an assignment is not turned in by Sunday, you have until Sunday of the next week to complete the assignment, with a 10-point penalty.
2. Emergency situations that require extensions should be documented and will be evaluated on a case by case basis.
3. DLI is not responsible for technological issues. E-mails get lost, websites temporarily go down, and instructors are not always available on demand. Therefore, do not wait until the last moment to complete your work.

C. You can expect to receive grades within two weeks of the end of each unit. If you submit something at the end of Unit 1, you should have everything graded by the end of Unit 2.

D. On quizzes and exams, the system automatically grades objective questions (such as multiple choice and True/False). Written responses have to be graded by an instructor or teaching assistant. Therefore, your score may appear low until it has been officially graded.

E. When taking an exam or quiz, there is a “save without submitting” button at the bottom of the page. This allows you to save your work as you go, so if you are somehow booted from the page or logged off, you will not lose all of your work. It is recommended that you make use of this button early and often. Different web browsers log off students when they perceive inactivity.

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## Section 5: Financial Policies

### A. Tuition is fully refundable within the first 30 days of the semester.

1. In order to withdraw, you must fill out a “Request to Withdraw” form. No refunds are available after 30 days.
2. If you enroll in the payment plan for tuition and fail to make a payment, you must contact the office at 501-887-9933 within 7 days to make the payment. A \$25 administrative fee will be charged. After 7 days, access to the online classroom will be suspended. You will still be responsible for any assignments missed during your suspension.
3. A grade of “C” or higher is required in each course to obtain a certificate from DLI, and to transfer for credit to Southeastern University. If you make below a “C,” you may retake the the course/courses the summer for a fee of \$200.

## Section 6: Attendance

A. Regular and punctual attendance is required. DLI's attendance policy requires that students be present every week in the online classroom. Attendance is established by punctual submission of one weekly graded assignment.

B. For each DLI course, one of the following graded assignments must be submitted to satisfy weekly attendance requirements:

- a substantial discussion post
- a completed quiz or exam
- a written assignment.

C. Please note the following guidelines regarding absenteeism:

1. Absences are neither excused nor unexcused. Attendance is recorded weekly.
2. If a student is absent for two consecutive weeks, the student will receive an administrative withdrawal from the course without the possibility of a refund.
3. Technical difficulty is not an acceptable reason for absenteeism.
4. An email or a "checking-in" response in the discussion forum does not satisfy the weekly attendance requirement.
5. Students will be notified via email regarding their absentee status.



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## Section 7: Internship

A. Students are expected to serve while they study. This requires active attendance and engagement in a local church.

B. Students should serve 4-6 hours per week while enrolled with DLI.

C. Your internship will be evaluated by your participation in webinars, discussion forums, self-evaluation forms, and evaluation forms from your leader/mentor.

## Section 8: Completion of DLI

### A. Graduation

1. Upon successful completion of Core 1 and Core 2, students will be eligible to graduate. Graduation occurs during the Destiny Gathering Conference.
2. In order to be eligible for graduation, students should have a grade of at least “C” for all courses and no outstanding balance owed to DLI.

### B. Licensure/Ordination

1. After completing year one, students are eligible to apply for license with pastoral/oversight recommendation. After completing year two and holding a license with destiny for one year, students are eligible for ordination, with pastoral/oversight approval.
2. Both licensure and ordination are optional for DLI students and an application must be submitted for consideration. Successful completion of DLI does not guarantee licensure/ordination; it simply makes one eligible to apply.

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## Section 9: Withdrawing from DLI

### A. Withdrawal Form

- In order to withdraw, students must fill out the “[withdrawal form](#).”

### B. Refunding Tuition

- Within 30 days, any money paid directly to DLI is refundable.

### C. Returning to DLI

- If students withdraw with a grade of at least “C” and in good financial standing with DLI, they may enroll in the same term next semester. The option to re-take the semester at no charge is only available to students once.

### D. Failing Classes

- If students withdraw with a grade below “C” or fail to submit a withdrawal form, a fee of \$200 will be charged to retake the term.

