



UNITY FAITH & TRUTH BIBLE COLLEGE

TILL WE ALL COME TO THE
UNITY OF THE FAITH

2025-2026

CATALOG AND POLICY MANUAL

ENRICHMENT THROUGH BIBLICAL STUDIES

Dr. Candra L. Bethea
FOUNDER & PRESIDENT

UFTBC.org

Mission and Vision Statement



Mission Statement

The mission of Unity Faith & Truth Bible College is to create an educational environment where students can obtain foundational biblical instruction, teaching them to effectively “dissect” the Word of God.

Ultimately, our mission is to train men and women to be effective disciples of Christ. “Study to shew thyself approved unto God, a workman that needeth not be ashamed, rightly dividing the word of truth” (II Timothy 2:15).

In addition, we desire to equip each student through the teaching of the Word of God, how to successfully apply God’s Word and His Biblical principles in their lives, so that they may be victorious, and in doing so draw others to Christ. “Follow me and I will make you fishers of men.” (Mark 4:19).

Vision Statement

The vision of this college is to expand the Kingdom of God through the in-depth and prayerful impartation of His Word. Through obedience to His guidance and the support of a dedicated faculty and staff, this vision has been realized.

Unity Faith & Truth Bible College is available to pastors, church leaders, and parishioners who desire to launch out into the “deep” things of God. It is through studying His Word with a hunger and thirst for greater understanding under the tutelage and guidance of qualified instructors that this is accomplished.

Unity Faith & Truth Bible College

Staff

President and Founder: Dr. Candra Bethea, Th.D

Vice President: Dr. Marvin Anderson, Th.D

Dean of Academics: Dr. Latasha Wright, Th.D

Director of Admissions: Dr. Bernita Brown, Th.D

Student Advisor: Min. Latise Howie, MT.h

Secretary to President & Registrar: Minister Shauntaye Rankin M.Th

Chief Financial Officer: Min. Felicia Graham, B.A.

Administrator: Pastor Alice Perry, B.A.

Faculty

Dr. Marvin Anderson, D.Thd

Dr. Latasha Wright, D. Min

Apostle Regina Claxton, D.Min

Dr. Allen Bethea, D.Thd

Dr. Candra L. Bethea, D.Thd

Minister Latise Howie, M.Thd

Dr. Stacy Glover, D.Thd

Unity Faith & Truth Bible College

Board of Directors

Dr. Marvin Anderson, D.Thd

Pastor Alice H. Perry, B.A.

Pastor Robin Hampton, B.A.

Pastor Donald Anthony, B.A.

Dr. Candra L. Bethea, D. Min

Dr. Latasha Wright, D.Thd

Judge Juanita Boger-Allen

Admission Procedures

The student body of Unity Faith & Truth Bible College is limited to persons who show evidence that they are born again, yielded to the will of God, endowed with necessary spiritual gifts, and in agreement with the Doctrinal Statement of the College.

A nonrefundable application fee must accompany the application. Additionally, the credentials listed below must be submitted.

College and Seminary: Proof of completion of High School or GED for regular admission in the College Program. Additionally, students must provide official transcripts from all colleges attended.

Transfer Students: Should have transcripts of their college-level work sent directly to the Administrator of Unity Faith & Truth Bible College.

Nondiscriminatory Policy: The Unity Faith & Truth Bible College does not discriminate based on sex, race, color, or nationality and ethnic origin in the administration of its educational policies, admissions policies, and other school-administered programs.

Readmit Student: A student who has previously attended the UFTBC but who has not been enrolled for one semester or more. Former students wishing to be readmitted to UFTBC should be in good standing with the seminary in the academic, student development, and business areas. Returning students must complete a returning application.

Transcripts: Official copies of transcripts of previous academic or Biblical college work should be provided with the Application for Admission and Enrollment. Photocopies of transcripts in your possession are acceptable for evaluation purposes.

Ultimately, an official transcript must be forwarded to the UFTBC for each college listed on the Application for Admission and Enrollment. If you do not have copies of your transcripts in your possession, request that each college send one copy to you and one copy to the UFTBC.

Academic Administration

Class Attendance

Students are expected to check in virtually twice a week. Missing over two classes per term can result in an incomplete for the course. Adjustments to grades due to absences and tardiness will be made at the instructor's discretion, in accordance with school policy.

Credit students are expected to attend each class. In the event of necessary absences, make-up assignments must be arranged with the professor. Absences of more than two classes per term will result in automatic failure of the course (at the professor's discretion). Two unexcused tardies count as one absence.

Missed Exams

Students absent without excuse on the dates of mid-term exams or finals will receive a zero on the test. Absences will be excused at the discretion of the professor. Makeup exams must be completed within one week and will be scheduled at the professor's discretion. They must be obtained in advance. The Academic Dean must approve any exception.

Grading System

<u>Grade</u>	<u>Percent</u>	<u>Explanation</u>	<u>Points</u>	<u>Grade</u>	<u>Explanation</u>
A	90-100	Excellent	4.0	WP	Withdraw-Passing
B	80-89	Very Good	3.0	WF	Withdraw-Failing
C	70-79	Average	2.0	I	Incomplete
D	60-69	Passing	1.0	T	Transfer
F	Below 60	Failing	0.0		

When a course is repeated, the grade thus earned replaces the previously earned lower grade.

If a student withdraws from a course before taking the first examination or the midpoint of the course, whichever is earlier, the grade of WP will be given. If the student withdraws after the first examination, the grade of WP or WF will be determined by their scholastic achievement to

that point. If a student withdraws after the midpoint of the course, a grade of F will be automatically awarded.

A credit student who fails to complete all course requirements will receive an "incomplete" and is allowed 30 days from the last day of class to complete course requirements. If requirements are incomplete beyond this extension, the "I" will be changed to "F".

Academic Probation

A student who falls below a 2.0 GPA in two successive quarters will be on academic probation for the following quarter. Failure to remove oneself from probation after the quarter will result in dismissal from the credit program. Should a dismissed student wish to apply for readmission, they may submit an application to the Academic Dean for an evaluation of the cause for dismissal. If the student is deemed capable of achieving a grade of 2.0 or above, the student may be readmitted on academic probation.

Grade Reports

Grade reports are issued to each student at the end of each term, provided that financial obligations have been met. It is expected that the work done will represent faithfulness and conscientious application on the part of every student. Although grades are not regarded as an end in themselves, they typically represent not only the student's knowledge of the subject but also their diligence in studying it.

Transcripts

A transcript, which contains the cumulative record of courses taken, grades, and credits earned, is maintained for each student. Transcripts may be released only to another educational institution via mail. Official transcripts require a \$5 fee. Unofficial transcripts will be mailed for \$3 each.

Graduation Requirements

Candidates for graduation in the degree program must satisfactorily fulfill all required curricula, maintain a minimum grade point average of 2.0, and meet all financial obligations. Additionally, every student is expected to abide by the UFTBC Honor and Integrity Standards outlined in this catalog.

Undergraduate and Degree One-Year Programs

Associate of Biblical Studies

(Prerequisite: High School Diploma or GED)

COURSE NUMBER	COURSE NAME	CREDIT HOURS
ABS-101	English 101	7
ABS-102	Introduction to the Bible	7
ABS-103	Old Testament Study Part 1	7
ABS-104	Discipleship	5
ABS-105	Old Testament Study Part 2	7
ABS-106	New Testament Study	6
ABS-107	The Life of Christ	6
ABS-108	The Book of Acts	6
ABS-109	Cults and Heretical Doctrines	6
ABS-110	The Triune God	6
ABS - 111	Rightly Dividing the Word of Truth	5
ABS - 112	What is Worship	5
TOTAL CREDIT HOURS = 73		

Required Courses

COURSE DESCRIPTION

Associate Course Description

ABS-101 English Requirement: A study of the English language, including grammar, mechanics, punctuation, and usage with emphasis on composition, completed sentences, and paragraphs using correct spelling.

ABS-102 Introduction to the Bible: A comprehensive study of how we got the Bible.

ABS-103 Old Testament Study Part 1: A practical study of Old Testament law and history. This course covers the books Genesis through Esther. Emphasis will be placed on relating each book to the Bible as a whole and on practical application for today.

ABS-104 Discipleship: Study of a Christian's position in Christ. Students are also taught how to be a positive influence through an effective life witness that brings glory to God. 15

ABS-105 Old Testament Study Part 2: A practical study of the books Job through Malachi of the Old Testament. Special emphasis will be placed on the books Psalms and Proverbs, as well as Messianic prophecies and prophecy relating to today.

ABS-106 New Testament Study: A comprehensive study of the New Testament books. Students will study the principal theme and chronological sequence of each book. ABS-108 Rightly Dividing Word of Truth/What Christians Believe: Outline studies of the more important divisions of scripture, and scriptural studies of fundamental Biblical beliefs.

ABS-107 The Life of Christ: All four Gospels are consulted to survey the earthly life and ministry of Jesus Christ. Special emphasis is given to the chronology of events, the major discourses, the essential critical issues, and present-day applications.

ABS-108 The Book of Acts: This course will entail a detailed study of the special features of the Book of Acts, including the prominence of the Lord Jesus Christ and the Holy Spirit, as well as the power and growth of the Church.

ABS-109 Cults and Heretical Doctrines: This course helps the student understand the difference between true biblical teaching and beliefs that go against Scripture. The student will learn how to identify cults, recognize false doctrine, and see how these teachings twist the truth of God's Word. Also, the student will look at how and why these groups form, what they believe, and how to lovingly and wisely respond when you encounter them. By the end of the course, each student will be better equipped to stand firm in their faith and help others do the same.

ABS-110 The Triune God: This course covers the individuality of the Father, Son, and Holy Spirit and the Biblical teaching of the Trinity. Topics

include the character/work of God, the preexistence, incarnation, deity, death, resurrection, and return of Christ, and the personality and power of the Holy Spirit.

ABS -111 Rightly Dividing Word of Truth/What Christians Believe: Outline studies of the more important divisions of scripture, and scriptural studies of basic Biblical beliefs.

ABS - 112 What is Worship: This foundational class explores the heart, purpose, and power of worship from a biblical perspective. Together, we will uncover how worship goes beyond music and Sunday services, revealing it as a lifestyle of reverence, obedience, and intimacy with God.

Undergraduate and Degree One-Year Programs

Bachelor's of Biblical Studies, Theology

COURSE NUMBER	COURSE NAME	CREDIT HOURS
BTS-201	Theology and Christology	6
BTS -202	Epistles Part 1	6
BTS -203	Apologetics	6
BTS -204	Epistles Part 2	6
BTS -205	Great Doctrines of the Bible	6
BTS -206	Special Additional Entries	6
BTS -207	The Devil and Demonic Powers	6
BTS -208	Pneumatology/The Holy Spirit	8
BTS -209	Ministering in the Anointing	5
BTS -210	Christian Life and Ethics	5
BTS -211	Authority of the Believer	5
BTS - 212	Cults and Heretical Doctrines	6
TOTAL CREDIT HOURS =		71

Bachelor of Biblical Studies or Theology

(Prerequisite: Associate's in Biblical Studies or another Associate Program)

Bachelor Course Description

BTS-201 Theology and Christology: The study of God, His existence, attributes, His work in predestination, preservation, and providence. It also includes the study of Christ in His preexistence, deity, incarnation, humanity, death, and atonement.

BTS-202 Epistles Part 1: An examination of the argument and structural development of the Pauline Romans, 1 & 2 Corinthians, Galatians, Ephesians, Philippians, Colossians, 1 & 2 Thessalonians, 1 & 2 Timothy, Titus, and Philemon to discover God's great plan for our lives today. Special projects are assigned in some epistles to provide students with practice in inductive Bible Study.

BTS-203 Apologetics: This course is designed to generate confidence concerning the Christian faith through a rational defense and response to anti-Christian objections. Attention is given to a variety of Christian evidence that supports the claims of Christianity.

BTS-204 Epistles Part 2: An examination of the argument and structural development of James, 1 and 2 Peter, 1, 2, and 3 John, and Jude to discover God's great plan for our lives today. Special projects are assigned in some epistles to give the student practice in inductive Bible Study.

BTS-205 Great Doctrines of the Bible: Defines and discusses concisely the fundamental Bible doctrines in everyday language. Through proper study and interpretation, students are taught how to impart Bible doctrine to others in non-technical language.

BTS-206 Special Additional Entries: An overview of eighty (80) keys, doctrines, ordinances, and hard sayings of the Bible.

BTS-207 The Devil and Demonic Powers: A scriptural examination of the devil and demonic powers, the victory of believers over time with Christ, and the believer's authority over them. Emphasis will be placed on the ministry of deliverance.

BTS-208 Pneumatology/The Holy Spirit: This course analyzes the biblical concepts and principles of the Person and work of the Holy Spirit. It examines the gifts of the Holy Spirit and indicates how contemporary Christians may personally relate to them.

BTS-209 Ministering in the Anointing: This course will emphasize knowing the Anointed One, Jesus, in the spirit of anointing. Students will be encouraged to recognize the need to be sensitive to the anointing for worship and service.

BTS-210 Christian Life & Ethics: This course analyzes the formation of Christian ethical understandings about culture and society and how to deal with current social problems. Special attention will be given to areas such as racism, human sexuality, marriage and family, business, and Church and state.

BTS-211 Authority of the Believer: This course provides a scriptural analysis of the authority of the believer over the flesh, the world, and the devil

BTS - 212 Cults and Heretical Doctrines: This course helps the student understand the difference between true biblical teaching and beliefs that go against Scripture. The student will learn how to identify cults, recognize false doctrine, and see how these teachings twist the truth of God's Word. Also, the student will look at how and why these groups form, what they believe, and how to lovingly and wisely respond when you encounter them. By the end of the course, each student will be better equipped to stand firm in their faith and help others do the same.

Required Courses

Master of Divinity, Christian Education or Theology – One-Year Program

COURSE NUMBER	COURSE NAME	CREDIT HOURS
MDS-401	Introduction to Christian Counseling	6
MDS-402	Christian Education	6
MDS -403	Hermeneutics	6
MDS-404	Christian Counseling	6
MDS -406	Homiletics	6
MDS-407	Chaplaincies 1	6
MDS - 408	Church Administration	6
MDS -409	Thesis Writing and Formatting	6
MDS-410	Cults and Heretical Doctrines	6
MDS -411	Organizational Psychology Counseling	6
MDS-412	Developing a Thesis Topic Statement	6
MDS-413	Research and Composition of Thesis	6
MDS-414	Submission of Thesis Rough Draft	6
MDS-415	Effective Evangelism/Soul Winning	6
MDS-416	Pastoral Ministry	6
MDS-417	Defending/Thesis	6
MDS-418	Thesis Submission of Final Draft	6
TOTAL CREDIT HOURS =		102

(Prerequisite: Bachelor of Biblical Studies or Theology)

Required Courses

Master Course Description (year 1)

MDS-401 Introduction to Christian Counseling: The Course emphasizes the importance of having both ordained and non-ordained persons trained in basic counseling. In this course, students will recognize that deeply embedded behavioral problems require special attention. Focus will be placed upon right relations with God and fellow man, overcoming philosophies of defeat, and embracing a spirit of growth in Christ.

MDS-402 Christian Education: A study of Christian Education principles and methods that can be used with children and youth in a variety of urban settings. Students will explore and apply Christian Education principles in cross-cultural education settings.

MDS-403 Hermeneutics: An examination of the fundamental principles of interpretation as a basis for correct understanding, proper handling, and exegesis of Scripture.

MDS-404 Christian Counseling: This course is designed to acquaint the students with the four basic paradigms of Christian counseling: Insight-oriented, Behavioral, Cognitive, and Faith-healing. The philosophical assumptions and uses of specific techniques with each paradigm will be discussed.

MDS-406 Homiletics: An examination of the structure and preparation of Biblical messages. Primary emphasis on formulating a homiletical idea from a Biblical text, developing and supporting it with appropriate application to a given audience. Students will prepare and deliver messages in class.

MDS-407 Chaplaincies: This course first focuses on the chaplain's authority and conscience in relationship to the Word of God. The course then concentrates on the chaplains' ministry in the

following areas: healthcare, death and dying, Christian rehabilitation, prisoners and their families, morale, and family perspectives.

MDS-408 Church Administration: A study of organizational theory, administrative styles, and leadership in the local Church and/or ministry.

MDS-409 Thesis Writing and Formatting: To provide the student with information and steps in completing an outstanding thesis.

MDS-410 Cults and Heretical Doctrines: This course helps the student understand the difference between true biblical teaching and beliefs that go against Scripture. The student will learn how to identify cults, recognize false doctrine, and see how these teachings twist the truth of God's Word. Also, the student will look at how and why these groups form, what they believe, and how to lovingly and wisely respond when you encounter them. By the end of the course, each student will be better equipped to stand firm in their faith and help others do the same.

MDS-411 Organizational Psychology Counseling: A study of mindfulness tools that deliver an essential set of engaging, practical strategies along with key research and evidence-based information.

MDS-412 Developing Thesis Topic and Statement: Independent work and research.

MDS-413 Research and Composition of Thesis: Independent work, research, and advisement

MDS-414 Thesis Submission of Rough Draft: Independent work and advisement. Submission of Rough Draft.

MDS-415 Effective Evangelism/Soul Winning: Evangelism is the mandate for church growth today. This course explores the biblical foundations of evangelism, conversion, and regeneration, as well as strategies for leading individuals to a decision for Christ, age-specific techniques, collaborative efforts, visitation, discipling new believers, and the importance of prayer in the overall evangelism program.

MDS-416 Pastoral Ministry: The biblical foundations of pastoral ministry are explored in relation to the pastor's role. Special attention is given to the pastor's calling, character, commitment, and care for the local Church.

MDS-417 Defending Thesis: Meet with advisor and the defending committee.

MDS-418 Thesis Submission of Final Draft: Submission of Final Work

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DOCTOR OF MINISTRY – ONE-YEAR PROGRAM

(Prerequisite: Master of Divinity, Christian Education, or Theology)

COURSE NUMBER	COURSE NAME	CREDIT HOURS
DMS-601	Research Methodology	8
DMS-602	Purposeful Writing	8
DMS-603	Competency for Inquiry	8
DMS-604	Christian Leadership	6
DMS-605	Development of Dissertation Topic & Outline, Table of Contents	6
DMS-606	Examination	6
DMS-607	Research & Composition	6
DMS-608	Chaplaincies	6
DMS-609	Understanding your place in God's Kingdom	6
DMS-610	Cults and Heretical Doctrines	6
DMS-611	Dissertation Submission of Rough Draft	18
DMS-612	Defending of Dissertation	10
DMS-613	Dissertation Submission of Final Draft	6
TOTAL CREDIT HOURS =		100

Doctoral Course Description

DMS-601 Research Methodology: This research methodology course teaches you how to design, conduct, and document an effective scientific research project. We explain how to formulate a research problem, design research methods, select samples, and write a research proposal. The course then demonstrates how to collect, process, analyze, and present data before taking you through the steps required to write a clear and compelling research report.

DMS-602 Purposeful Writing: To provide the student with information and steps in completing a great dissertation

DMS-603 Competency for Inquiry: Independent work, research, and advisement.

DMS-604 Christian Leadership -

DMS - 605 Development of Dissertation Topic, Outline/Table of Contents: Independent work, research, and advisement.

DMS-606 Examination: Review for the examination process.

DMS-607 Research and Composition: Independent work, research, and advisement.

DMS-608 Chaplaincies

DMS-609 Understanding your place in God's Kingdom: This course teaches your original purpose for existence and the source of meaning behind your life.

DMS-610 Cults and Heretical Doctrines: This course helps the student understand the difference between true biblical teaching and beliefs that go against Scripture. The student will learn how to identify cults, recognize false doctrine, and see how these teachings twist the truth of God's Word. Also, the student will look at how and why these groups form, what they believe, and how to lovingly and wisely respond when you encounter them. By the end of the course, each student will be better equipped to stand firm in their faith and help others do the same.

DMS-611- Submission of Dissertation Rough Draft: Independent work and advisement.

DMS-612 Defending Dissertation: Meet with advisor and the defending committee.

DMS-613 Submission of Dissertation Final Draft: Submission of final work.

TUITION INFORMATION

ASSOCIATE PROGRAM ONE YEAR	
Associates of Biblical Studies	
Number of Credits in the Associate Degree Program	73
Application Fee	\$55.00
The anticipated total cost for books for the entire program is	\$375.00
Administrative Fee	\$150.00
Tuition Cost (10% Military-Active Duty, Retired, Dependents)	\$875.00
Graduation Fee	\$125.00
Night of Elegance (Gala - Awards Ceremony)	\$40.00
Non-Refundable - Non-Transferable	
TOTAL COST ASSOCIATE DEGREE PROGRAM	\$1,620.00

BACHELOR PROGRAM ONE YEAR	
Bachelor of Biblical Studies Bachelor of Theology	
Number of credits in the Bachelor Degree Program	71
Application Fee	\$55.00
The anticipated total cost for books for the entire program is	\$475.00
Administrative Fee	\$150.00
Tuition Cost (10% Military-Active Duty, Retired, Dependents)	\$1000.00
Graduation Fee	\$350.00
Night of Elegance (Gala - Awards Ceremony)	\$40.00
Non-Refundable - Non-Transferable	
TOTAL COST BACHELOR DEGREE PROGRAM.....\$2,070.00	

MASTERS PROGRAM ONE YEAR

The Master's Degree is a one-year program.

Master of Christian Counseling

Master of Divinity

Master of Theology

Number of credits in the Bachelor Degree Program71

Application Fee.....\$55.00

Anticipated total cost for books.....\$500.00

Administration Fee.....\$150.00

Graduation Fee\$475.00

Tuition Cost (10% Military Discount – Active Duty, Retired, Dependents). \$1,100.00

The Graduation fee for the Master's Degree program includes the cost of the robe package.
(Includes the robe, hood, and tam)

Night of Elegance (Gala - Awards Ceremony)\$40.00

Non-Refundable - Non-Transferable

TOTAL COST MASTER'S DEGREE YEAR ONE.....\$2,320.00

DOCTORAL PROGRAM ONE YEAR

Doctor of Ministry Doctor of Theology

A student should possess a Master's Degree with a Biblical background before being considered for the Doctoral Degree Program; however, you may have a rich history in Pastoring and Ministry that will be reviewed and considered by the President, respectively

In general, the admission process follows standard UFTBC procedures. It is based on the applicant's academic record, letters of recommendation, the master's degree record, and a summary of why they want to enter the Doctoral Degree Program

The Doctoral student must write a 25,000-word (50-page) Dissertation in his or her chosen field of study and must defend before a board.

To complete the Doctoral Degree Program, it will take one year of study and submission of the assigned dissertation work. Upon completion of all assigned work, the student will be evaluated for candidacy for the Doctoral Degree.

Number of credits for Doctoral Degree Program	100
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Application Fee	\$55.00
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Administration Fee	\$150.00
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Anticipated total cost for Books for the entire program.	\$450.00
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Graduation Fee (includes the Tam and Hood, not robe)	\$450.00
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Tuition Cost (10% Military Discount-Active Duty, Retired, Dependents)	\$2,150.00
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Night of Elegance (Gala - Awards Ceremony)	\$40.00
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Non-Refundable - Non-Transferable

TOTAL COST FOR THE DOCTORAL DEGREE PROGRAM	\$3,295.00
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