

PACIFIC  
ISLANDS  
BIBLE  
COLLEGE



# Pacific Islands Bible College

*Overseen by Forest Park Church of Christ*

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## PIBC INSTRUCTOR'S PACKET

### (1) WHAT IS REQUIRED OF PIBC TEACHERS:

1. Reading, signing, dating, and sending in the "Teacher/Worker Questionnaire".
2. Teachers must submit "PIBC class syllabus" before leaving for the field. "PIBC class syllabus" form enclosed.
3. Preparation of outlines and test to be used in teaching course on the field. Be prepared in some cases to have test translated and photo copied on the field.
4. Two "PIBC student enrollment applications" are enclosed for duplicating and use on the field. Note: cut-off age 15 with exception of bright student.
5. Two copies of "PIBC student roll and grade sheet" enclosed for duplicating and use on the field.
6. Teachers are to be aware of some situations where blackboard, chalk, and erasers are not available. Check with director or PIBC office before leaving to teach on the field.
7. Teachers must submit all "PIBC student enrollment applications" to PIBC office during first week of classes on the field. Please advise all new enrollees that their application is pending until they receive notification from the PIBC office.
8. Teachers must submit all "PIBC student roll and grade sheets" to the PIBC office within two to four weeks of getting back to the States.
9. Teachers do not enter any grade on class attendance record if student misses more than three times without an excuse given to teacher.

## (2) WHAT IS REQUIRED OF PIBC STUDENTS:

1. Students can only miss three days (without an excuse before credit is forfeited). Teachers judgment on excuses. Student can continue to attend the class, but will not be given credit for course.
2. Students must make a grade of 60 or above to receive a passing grade and receive credit for course. The PIBC office requires the teachers to use the following grade scale.

100 - 93	.....	A
92 - 83	.....	B
82 - 73	.....	C
72 - 60	.....	D
59 and below	...	..failing

Note: Test length should be equivalent to length of class period.

3. Students must bring to class: pen, notebook for note taking, and Bible.
4. Students are to be encouraged to: follow the teacher from the textbook or outline of the teacher, and to take notes in class.
5. Students are to be required to: be orderly in class (raising of hand to be recognized, and quiet in class).
6. Students are required to do any homework assigned by the teacher.