

GIBU is pleased to announce our newest model of degree acceleration through the mode of Degree by Dissertation (thesis).

Although this model Degree by Dissertation of learning can be done in a shorter amount of time compared to the traditional course work method, it is by no means less taxing.

The Degree by Dissertation program is a very rigorous endeavor, but just as rewarding.

Grace International Bible University offers the Degree by Dissertation to the following degree levels:

Master of Theology (M.Th.)

Master of Divinity (M.Div.)

Doctor of Theology (Th.D.)

Doctor of Philosophy (Ph.D.)

5. Doctor In Christian Education D.Ed.

NOTE: The Ph.D. degree requirements in the Degree by Dissertation are exactly the same as for the Th.D. Only the subject matter will differ between the two.

Master Degree level requirements are exactly the same as the doctoral level EXCEPT for the dissertation word count. SEE requirement below:

Doctoral Dissertation word count: 7000/250 pages

Masters Dissertation word count: 5000/150 Pages

The Handbook Description will only include the doctoral level program, since the same protocol is given for the Masters level with the exception of the word count.

Bank account address is on the Contact us page.

<https://grace.education/>

Make sure that you fill out your application on the ADMISSIONS Page.

Payment and enrollment should be done on the same day.

Doctor of Theology Degree (Th.D.)

Degree by Dissertation

Degree Requirements —Process

DOCTORATE by DISSERTATION —Description GIBU offers the opportunity to individuals interested in

Ministry,

Mission,

Christian Education

Theological Studies

And Bible Studies ETC.

to earn a Doctorate Degree for pastors in ministry who have established themselves in their chosen office area and have completed Master's level study in their major field or endeavor.

They should also have significant experience within the parameters of their clerical life. GIBC considers the completion of a Master's Degree program appropriate academic preparation for admission to the Doctorate by Dissertation program.

We believe the advanced and experienced Theological student has obtained sufficient academic progress up to this point and is now fully prepared to develop a cohesive and comprehensive dissertation.

The primary objective of the program is to provide the opportunity for qualified candidates to produce quality dissertations in an academic environment, working independently, while using the theological school as one of many possible resources.

ADMISSION REQUIREMENTS Admission to the GRACE INTERNATIONAL BIBLE UNIVERSITY Doctorate by Dissertation program is based upon the following criteria:

Individual participants will have completed a recognized Masters level degree.

It is appropriate that this degree be in one of the traditional areas of Christian Religious Studies. Participants should have at least a few years of meaningful professional ministerial experience (i.e., pastoral, religious education).

The dissertation topic must focus Christian disciplines which may include but not limited to the following:

**Theology,
Systematic Theology,
Biblical Theology,
Theory and Practice of Ministry,
Biblical Studies,
Christian Ethics,
Church History,
Christian Philosophy,
Pastoral Care,
Biblical Counseling,
Eschatology,
And Apologetics.**

All, however, must have a firm theological principle upon which they are based.

Participants are expected to be capable in English language skills.

Where English is a second language, it is expected that the participant, at their own expense, shall retain such assistance as to allow them to submit well written and prepared materials as long as the original work and thoughts are of their own creation.

Participants must have access to a computer, appropriate software, email and Internet, and academic library resources.

Typically, all work is expected to be submitted and exchanged on-line via the internet.

This program is intended for students who are self motivated and can work independently. As with all programs at GIBU, Th.D. students work with the Dean of Academics as well as other GIBU Professors who may serve as their advisors.

Students work independently, communicating with the Dean and/or advisers throughout the process.

There is no time limit to complete the program. However, at each phase of the doctoral process, prior to progressing to the next element, approval from GIBC is necessary. In order to remain in good standing as an active student, participating degree candidates must demonstrate effective progress toward achieving quality standards at each phase. The candidate must be in ongoing contact with their advisor on a regular basis, which is fundamental to this process.

APPLICATION AND ACCEPTANCE Application to the GIBU Doctorate program is an on-line process at <https://grace.education/> View Contact Us page.

Once the student has been admitted to the degree program, a registration/ Down Payment fee of at least \$175.USD is required.

Payment of this fee will be an acknowledgement by the student as accepting the GIBU admission process and to the Doctorate by Dissertation Program which will culminate at its completion with the award of a Doctorate in Ministry, Mission, Christian Education, and Theology (Th.D.) degree, once all work has been accomplished, and all fees and are paid. Once the candidate has been accepted, and has acknowledged that acceptance by paying the registration fee, they will be categorized as a Candidate for the Doctor of Theology degree. Manuscript guidelines for preparation and presentation of the dissertation will be provided to the student when the student has registered as a Doctoral Candidate by payment of the \$175.00 registration/Down Payment fee.

DOCTORATE BY DISSERTATION —DEGREE PROCESS Participants pursuing the doctorate degree by dissertation shall complete a ten-phase process equivalent to typical work beyond the Master's degree in a traditional doctoral program which shall include — Determination of the Dissertation Topic. In conjunction with the GIBU, develop a dissertation topic appropriate for this level of academic achievement.

All materials for the Degree by Dissertation throughout this process should be transmit to the candidate's advisor, which will be appointed once enrolled into the program.

Approval The student will receive official GIBU approval of the dissertation topic.

At this time the student may begin developing the research methods philosophy upon which the development of their dissertation with be based.

Research Methods Development.

Develop and present a strategy for researching the approved dissertation topic.

This will include research methods to be used, materials that will be used in this research and location of these materials to the student.

Lists of possible primary and secondary sources should be included in this document, whether or not they are actually used in the final development of the dissertation.

The length of this document will be solely driven by the nature of the research.

The student should be as comprehensive as possible in this process as it will assist and guide them in the development of the final dissertation itself.

This is the first document submission after the approval of the dissertation topic and this research strategy must also be approved before continuing on in the process.

Obtain Research Methods Approval.

Once the dissertation topic has been approved, and the research methods established, the student may then begin to develop the body of the dissertation.

As this writing process continues, the student is encouraged to engage the school through the Office of the candidate's advisor for ongoing reflection, direction and guidance.

Submit Initial Dissertation Text for Review.

Once the body of thought of the dissertation has been fully developed, it shall then be submitted for evaluation and comment. The submission should only include a

Title Page,

Body of the subject matter,

And endnotes (or footnotes).

They should be formatted as recommended in the formatting guide.

The body of the dissertation manuscript should meet or exceed 250 double spaced typewritten pages.

Dissertation Critique.

The dissertation will be critiqued at this point, presenting to the student specific comments, concerns and suggestions for improving the document.

These shall be presented in a detailed and identifiable written format for the student's response.

Dissertation Defense..

The student shall then "defend" their dissertation, responding in writing and/or oral to the specifics of the issues raised by the analysis.

All items identified in the Critique must be responded to with the student either justifying, in detail, the rationale for the area of concern, or present how they will reconsider the material presented.

Rewrite/Modifications to the first Dissertation Text. Once GIBU has conferred with the student on their response and come to agreement on any and all issues presented, the changes/modifications will then be made to the body of the dissertation.

Submission of Completed Dissertation, Ready for Publication.

The rewritten dissertation is submitted in final form including all front matter as required in the Manuscript Guidelines with proper formatting and including (as appropriate) a summary, conclusions, bibliography and appendices.

Final Approval — Degree Award. Once the final dissertation document is submitted, and approved, GIBU will award the student the doctoral Degree.

This represents the conclusion of the degree process.

This is “work experience” or “life experience.” This is an earned degree and the development of a doctoral dissertation is a major and significant life effort.

Tuition is Free!!

Graduation fee-Degree by Dissertation

for the Th.D. and Ph.D. by Thesis programs at GIBU is \$300.00.

Graduation fee-Degree for the M.Th. and M.Div. by Thesis programs at GIBU is \$2,50.00

It is payable in monthly installments, minus the down payment. Each monthly payment should be no less than \$100.00

SUBMISSIONS –Degree by Dissertation

1 — Determination of the Dissertation Topic / Proposal Process. During this phase of the process, participants prepare a formal proposal related to their concept of a dissertation topic. The proposal is completed under the direction of the student’s advisor at GIBU. The dissertation topic should be unique and represent a contribution to the theological area of the student’s choice.

2 — Research Methods Presentation. The Research Methods presentation is intended to guide the participant in developing the direction and methodology for effectively preparing a written argument in a quality academic pursuit.

The student should list specific resources to be considered such as libraries, museums, other academic institutions and scholarly individuals.

Additionally, details and examples of texts and manuscripts to be considered in developing the dissertation should be presented, indicating the scope and intention of the writing effort. If statistical research is to be part of the students work, the student should present how this will be done in a professional manner, care being given to the possible confidential nature of the information being obtained.

Proper safeguard of confidential information must be presented and maintained at all times.

3 – Conduct of Dissertation Project –Initial Submission of Draft Text. Following approval of the dissertation topic and the research methodology, participants will begin their research project. The dissertation may take the form of a traditional “research” project or it may be a major scholarly project of the type appropriate to the particular theological discipline.

Whichever approach to the dissertation is chosen, the resulting project must demonstrate mastery of a body of knowledge in the field and represent a meaningful and original contribution to the betterment of the theological community.

The dissertation project may be conducted by quantitative, qualitative, or participatory action research.

The body of the dissertation manuscript should meet or exceed 250 double spaced typewritten pages and be structured according to a set of approved manuscript guidelines provided separately. Dissertations must follow the guidelines provided by GIBC for such projects.

4 — Dissertation Defense. Once the participant has prepared and delivered the dissertation manuscript, the faculty will conduct a formal review process.

When completed, questions, concerns and suggestions will be sent to the student for their consideration.

Following receipt of the research manuscript, it typically takes the faculty two to four weeks to complete the physical review and prepare questions and commentary for student response/defense.

The dissertation Critique is intended to allow detailed investigation of the underlying review of the literature, the dissertation methodology, the mechanics of the project, presentation of the findings, and the preliminary conclusions of the doctoral candidate.

The student is required to respond in writing and/or oral to each of the points raised by the Critique.

This is the “defense” portion of the dissertation process.

One outcome of the dissertation review/defense process is a set of final expectations directing the participant through the remaining tasks for completing an acceptable dissertation manuscript.

5 — Submission of Final, Approved Dissertation. Upon the participant’s completion of the final tasks, submission of the dissertation in publishable form, including completed front matter, abstract, contents, appendices, etc.,

as well as the receipt of any needed records and documentation, GIBU will issue a letter of completion to the participant.

It will then make preparation for issuance of the transcript of record and diploma certificate once all tuition and fees have been paid. Degree by Dissertation Graduation Fee only.

Th.D. and Ph.D.\$300.00

M.Th. and M.Div.\$250.00

MORE INSTRUCTIONS

Grace International Bible University

How to Write a Bibliography, Research Paper

Research, writing and style guides Presentation Tips for Public Speaking Format for a Research Paper

What is your favourite play by Shakespeare?

Bachelor, Masters, PhD

Earn a Degree in your time with GIBU

self paced, and affordable program. What is a research paper?

A research paper is a piece of academic writing based on its author's original research on a particular topic, and the analysis and interpretation of the research findings.

It can be either a term paper, a master's thesis or a doctoral dissertation.

This Chapter outlines the logical steps to writing a good research paper. To achieve supreme excellence or perfection in anything you do, you need more than just the knowledge. Like the Olympic athlete aiming for the gold

medal, you must have a positive attitude and the belief that you have the ability to achieve it. That is the real start to writing an A+ research paper.

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1. HOW TO START A RESEARCH PAPER?

CHOOSE A TOPIC

Choose a topic which interests and challenges you. Your attitude towards the topic may well determine the amount of effort and enthusiasm you put into your research.

Focus on a limited aspect, e.g. narrow it down from "Religion" to "World Religion" to "Buddhism". Obtain teacher approval for your topic before embarking on a full-scale research. If you are uncertain as to what is expected of you in completing the

assignment or project, re-read your assignment sheet carefully or ASK your teacher. Select a subject you can manage. Avoid subjects that are too technical, learned, or specialized.

Avoid topics that have only a very narrow range of source materials.

STEP 2. FIND INFORMATION

For general or background information, check out useful URLs, general information online, almanacs

or encyclopedias online such as Britannica. Use search engines and others source of information

To find books in the Library use the (Online Public Access Catalog).

Check out other print materials

Available in the Library: Almanacs, Atlases, AV Catalogs

Encyclopedias and Dictionaries •

Government Publications, Guides, Reports • Magazines, Newspapers • Vertical Files • Yellow Pages, Zip or Postal Code and Telephone Directories Check out online resources, Web based information services, or special resource materials on CDs: Magazines and Journals

Newspapers International Public Library Subject Specific software (e.g. discovering authors, exploring Shakespeare, etc.)

Check out public and university libraries, businesses, government agencies, as well as contact knowledgeable people in your community.

Read and evaluate.

Bookmark your favorite Internet sites. Print out, photo copy, and take notes of relevant information. As you gather your resources, jot down Full bibliographical information (author, title, place of Publication, publisher, date of publication, page numbers, URLs, creation or modification dates on Web pages, and your date of access) on your work sheet, printout, or enter the information on your laptop or desktop computer for later retrieval.

If printing from the Internet, it is wise to set up the browser to print the URL and date of access for every page.

Remember that an article without bibliographical information is useless since you cannot cite its source.

STEP 3. MAKE YOUR THESIS STATEMENT

Most research papers normally require a

thesis statement. If you are not sure, ask your teacher whether your paper requires it.

A thesis statement is a main idea, a central point of your research paper.

The arguments you provide in your paper should be based on this central idea that is why it is so important.

Do some critical thinking and write your thesis statement down in one sentence.

Your research paper thesis statement is like a declaration of your belief.

The main portion of your essay will consist of

arguments to support and defend this belief. A thesis statement should be provided early in your paper – in the introduction part, or in the

Second paragraph, if your paper is longer.

It is impossible to create a thesis statement immediately when you have just started fulfilling your assignment.

Before you write a thesis statement, you should collect, organize and analyze materials and your ideas. You cannot make a finally formulated statement before you have completed your research paper. It will naturally change while you develop your ideas.

Stay away from generic and too fuzzy statements and arguments. Use a particular subject.

The paper should present something new to the audience to make it interesting and educative to read.

Avoid citing other authors in this section. Present your own ideas in your own words instead of simply copying from other writers.

A thesis statement should do the following:

Explain the readers how you interpret the subject of the research

Tell the readers what to expect from your paper

Answer the question you were asked

Present your claim which other people may want to dispute Make sure your thesis is strong.

If you have time and opportunity, show it to your instructor to revise. Otherwise, you may estimate it yourself.

You must check: Does my statement answer the question? of my assignment?

Can my position be disputed or opposed? If not, maybe you have just provided a summary instead of

Creating an argument.

Is my statement precise enough? It should not be too general and vague.

Does it pass a so-called "so what" test?

Does it provide new/interesting information to your audience or does it simply state a generic fact?

Does the body of my manuscript support my thesis, or are they different things?

Compare them and change if necessary. Remember that changing elements of your work in the process of writing and reviewing is normal.

A well-prepared thesis means well-shaped ideas. It increases credibility of the paper and makes good impression about its author.

STEP 4. MAKE A RESEARCH PAPER OUTLINE

A research paper basically has the following structure:

Title Page (including the title, the author's name, the name of a University or college, and the publication date)

Abstract (brief summary of the paper –250 words or less)

Introduction (background information on the topic or a brief comment leading into the subject)

matter – up to 2 pages)

Manuscript Body, which can be broken down in further sections, depending on the nature of research:

Materials and Methods Results (what are the results obtained)

Discussion and Conclusion etc.

Reference

Tables, figures, and appendix (optional)

An outline might be formal or informal.

An informal outline (working outline) is a tool helping an author put down and organize their ideas.

It is subject to revision, addition and canceling, without paying much attention to form. It helps an author to make their key points clear for him/her and arrange them.

Sometimes the students are asked to submit formal outlines with their research papers. In a formal outline, numbers and letters are used to arrange topics and subtopics.

The letters and numbers of the same kind should be placed directly under one another. The topics denoted by their headings and subheadings should be grouped in a logical order.

All points of a research paper outline must relate to the same major topic that you first mentioned in your capital Roman numeral.

Example of an outline:

INTRODUCTION - (Brief comment leading into subject matter -Thesis statement on Shakespeare)

BODY - Shakespeare's Early Life, Marriage, Works, Later Years A. Early life in Stratford

1. Shakespeare's family a. Shakespeare's father b. Shakespeare's mother Shakespeare's marriage

a. Life of Anne Hathaway b. Reference in Shakespeare's Poems B.

Shakespeare's works Plays a. Tragedies i. Hamlet ii.

Romeo and Juliet b. Comedies i. The Tempest ii. Much Ado

About Nothing c. Histories i. King John ii. Richard III iii.

Henry VIII 2. Sonnets 3. Other poems C. Shakespeare's Later

Years 1. Last two plays

Retired to Stratford

a. Death b. Burial i. Epitaph on his tombstone III. CONCLUSION A. Analytical summary 1.

Shakespeare's early life 2. Shakespeare's works 3. Shakespeare's later years B. Thesis reworded

C. Concluding statement

The purpose of an outline is to help you think through your topic carefully and organize it

logically before you start writing. A good outline is the most important step in writing a good

paper. Check your outline to make sure that the points covered flow logically from one to the other. Include in your outline an

INTRODUCTION, a BODY, and a CONCLUSION. Make the first outline tentative.

INTRODUCTION – State your thesis and

the purpose of your research paper clearly. What is the chief reason you are writing the paper? State also how you plan to approach your topic.

Is this a factual report, a book review, a comparison, or an analysis of a problem? Explain briefly the major points you plan to cover in your paper and why readers should be interested in your topic.

BODY – This is where you present your arguments to support your thesis statement. Remember the Rule of 3, i.e. find 3 supporting arguments for each position you take. Begin with a strong argument, then use a stronger one, and end with the strongest argument for your final point.

CONCLUSION – Restate or reword your

thesis. Summarize your arguments. Explain why you have come to this particular conclusion.

STEP 5. ORGANIZE YOUR NOTES

Organize all the information you have gathered according to your outline. Critically analyze your research data.

Using the best available sources, check for accuracy and verify that the information is factual, up-to-date, and correct. Opposing views should also be noted if they help to support your thesis. This is the most important stage in writing a research paper. Here you will analyze, synthesize, sort, and digest the information you have gathered and hopefully learn something about your topic which is the real purpose of doing a research paper in the first place. You must also be able to effectively communicate your thoughts, ideas, insights, and research findings to others through written words as in a report, an essay, a research or term paper, or through spoken words as in an oral or multimedia presentation with audio-visual aids. Do not include any information that is not relevant to your topic, and do not include information that you do not understand. Make sure the information that you have noted is carefully recorded and in your own words, if possible. Plagiarism is definitely out of the question. Document all ideas borrowed or quotes used very accurately.

As you organize your notes, jot y detailed bibliographical information for each cited paragraph and have it ready to transfer to your Works Cited page.

Devise your own method to organize your notes. One method may be to mark with a different color ink or use a hi-liter to identify sections in your outline,

STEP 6. WRITE YOUR FIRST DRAFT

Start with the first topic in your outline. Read all the relevant notes you have gathered that have been marked, e.g. with the capital Roman numeral I. Summarize, paraphrase or quote directly for each idea you plan to use in your essay. Use a technique that suits you, e.g. write

summaries, paraphrases or quotations on note cards, or separate sheets of lined paper. Mark each card or sheet of paper clearly with your outline code or reference, e.g., IB2a or IIC, etc. Put all your note cards or paper in the order of your outline, e.g. IA, IB, IC. If using a word processor, create meaningful filenames that match your outline codes for easy cut and paste as you type up your final paper, e.g. cut first Introduction paragraph and paste it to IA. Before you know it, you have a well organized term paper completed exactly as outlined.

If it is helpful to you, use a symbol such as “#” to mark the spot where you would like to check back later to edit a paragraph. The unusual symbol will make it easy for you to find the exact location again.

Delete the symbol once editing is completed.

STEP 7. REVISE YOUR OUTLINE AND DRAFT

Read your paper for any content errors.

Double check the facts and figures. Arrange and rearrange ideas to follow your outline.

Reorganize your outline if necessary, but always keep the purpose of your paper and your readers in mind. Use a free grammar and proof reading checker such as Grammarly.

CHECKLIST ONE:

Is my thesis statement brief and clear?

Did I follow my outline? Did I miss anything?

3. Are my arguments presented in a logical sequence?

Are all sources properly cited to ensure that I am not plagiarizing?

Have I proved my thesis with strong supporting arguments?

Have I made my intentions and points clear in the essay?

Re-read your paper for grammatical errors.

Use a dictionary or a thesaurus as needed. Do a spell check. Correct all errors that you can spot and improve the overall quality of the paper to the best of your ability.

Get someone else to read it over. Sometimes a second pair of eyes can see mistakes that you missed.

CHECKLIST TWO:

Did I begin each paragraph with a proper topic sentence?

Have I supported my arguments with documented proof or examples?

Any run-on or unfinished sentences?

Any unnecessary or repetitious words?

5. Varying lengths of sentences?

Does one paragraph or idea flow smoothly into the next?

Any spelling or grammatical errors?

Quotes accurate in source, spelling, and punctuation?

Are all my citations accurate and in correct format?

Did I avoid using contractions? Use “cannot” instead of “can’t”, “do not” instead of “don’t”?

Did I use third person as much as possible? Avoid using phrases such as “I think”, “I guess”, “I suppose”

Have I made my points clear and interesting but remained objective?

Did I leave a sense of completion for my reader(s) at the end of the paper?

STEP 8. TYPE FINAL PAPER

All formal reports or essays should be

Type written and printed, preferably on a good quality

Printer.

Read the assignment sheet again to be sure that you understand fully what is expected of you, and that your essay meets the requirements as specified by your teacher. Know how your essay will be evaluated.

Proofread final paper carefully for

spelling, punctuation, missing or duplicated words. Make the effort to ensure that your final paper is clean, tidy, neat, and attractive.

Aim to have your final paper ready a

day or two before the deadline. This gives you peace of mind and a chance to triple check.

Before handing in your assignment for marking, ask yourself:

GIBU