JEHOVAH JIREH BIBLE INSTITUTE HL

"A Tradition of Biblical Learning"

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September 3, 2025

Jehovah Jireh Bible Institute of Higher Learning
(AL, FL, GA, LA, TX)
1410 Hillabee Street, P.O. Box 1334
Alexander City, Alabama 35010

Re: Annual Verification of Approved Academic Policy and Operations Procedures

Attention: JJBIHL Faculty, Staff, and Student Body

At the regular scheduled meeting of the Board of Directors for Jehovah Jireh Bible Institute of Higher Learning held on September 3, 2025, in Alexander City, AL the JJBIHL Board of Directors by unanimous vote approved the revisions for JJBIHL Academic Policy and Operational Procedures for the Fall of 2025 through the Fall of 2030 Academic Year.

This letter serves as notification of the approved revisions for JJBIHL academic and operational procedures stated below.

Pre-application Requirements for Ph.D.

1. Effective school year Fall 2025, the school will uphold eligibility requirements for acceptance into the Ph.D. program.
2. Candidates will be required to present transcripts from all accredited schools or universities to the examining committee.
3. Committee will invite candidates to apply after meeting all pre-application requirements. Students must complete PhD online application.
4. Three reference letters will be required for all applicants. One from a Dean of an

   accredited school or university, one from a secondary school principal or school

   superintendent, and one from a city, county, or state elected official.

5. Pre-selected candidates must write a one-page essay on why they are applying for the

   Ph.D. program.

6. Candidates who have been selected to interview for the PhD Program will be sent a letter by the examining committee.
7. **Students must be invited to apply for pre-approval.**

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Page 2 Revisions

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1. Doctoral Candidate Requirements

1. Three reference letters will be required for all Doctoral candidates. One from a Dean of an accredited school or university, one from a Pastor of a church that you are not a member of, and one from a city, county, or state elected official.
2. Candidates must write a one-page essay on why they would like to be accepted into the Doctoral Program of Study.
3. Must submit a thesis topic with all four Thesis chapters outlined.

1. Master of Divinity

1. Must attend at least two scheduled Writer's Workshops to prepare for courses and thesis.

School Course Policy

1. All courses/classes will be offered through 100% online, Hybrid Learning, and Mini-Campus Sessions and re-evaluated for the school year 2030.

2. The standard semester system will apply for all online classes, hybrid learning and mini-campus sessions for all degree programs of Study.
3. All programs of study can be accelerated. **(Students must be evaluated, meet certain requirements and approved by the Dean and Office of Academic Affairs to accelerate any degree program of study)**
4. Students will be eligible for six modules per semester (18 Credit Hrs.), which equates out to 36 credit hours per year.
5. A new module will go out every two to four weeks after course has been completed with a satisfactory grade and their tuition payments are current or paid in full.
6. ALL Graduation Ceremonies, Activities and Venues must be approved by Board of Directors.
7. Applications for registration and admissions into JJBIHL will be done 100% online through school's website, Facebook Page or Admissions Office.

Sincerely Yours,

Alphonso Thomas, PhD

Jaminson Smith, PhD

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Page 3 Revisions

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School Hybrid and Campus Learning Policy

8. JJBIHL no longer have learning centers due to the new era of online courses and AI platforms to enhance educational communities' learning. JJBIHL Board and Faculty will utilize (Hybrid Classroom) locations anywhere and anytime, for student and faculty academic collaboration for their learning. JJBIHL's main campus will house most onsite and virtual face to face academic sessions.

9. All students that enroll in JJBIHL certificate and degree programs of study will be able to complete their studies 100% online. This includes all electives and core courses for degree program majors and minors.

10. JJBIHL Board of Directors have approved the strategic plan I and II for school improvement through 2030.

11. JJBIHL Board of Directors recommend that the institution's administration, adjunct professors, and deans participate in staff development training in partnership with institution, ASIC and other postsecondary institutions and educational organizations providing professional development for staff training.

12. Staff and Professional development training will have to be approved by the Office of Academic Affairs and Chancellor.

Sincerely Yours,

Alphonso Thomas, PhD

Jaminson Smith, PhD