

Adventist University of Africa

THEOLOGICAL SEMINARY  
RESEARCH HANDBOOK

September 2020

## TABLE OF CONTENTS

Mission, Vision, Objectives and Graduate Profile .....	1
Mission Statement.....	1
Vision Statement.....	1
Objectives.....	1
Theological Seminary Research Protocol.....	3
Introduction.....	3
Research Protocol.....	3
Preliminary Stage.....	3
The Writing Stage Project (Writing and Completion).....	5
MABTS Thesis and Doctoral Dissertation .....	5
The Completion Stage.....	6
Master of Divinity .....	7
Master of Arts in Missiology.....	7
Master of Arts in Pastoral Theology .....	8
Master of Chaplaincy.....	9
Master of Arts in Biblical and Theological Studies.....	9
Doctor of Ministry.....	11
PhD in Biblical and Theological Studies.....	12
Appendices .....	13
A - Projects/Theses/Dissertations Designs.....	13
B – Statement from AAA Handbook Appendix F .....	27

## **MISSION, VISION, OBJECTIVES AND GRADUATE PROFILE**

### **Mission Statement**

The Theological Seminary is an educational community committed to equipping faithful, resourceful, spiritual and intellectual leaders to engage in the task of declaring the saving grace of God and making disciples of all nations in the context of the everlasting gospel of Revelation 14.

### **Vision Statement**

The Seminary endeavours to be internationally acknowledged for its commitment to excellence and faithfulness in providing biblical, theological and missiological education which wholistically prepares men and women to embrace and engage in the diverse task of Christian mission.

### **Objectives**

The Seminary is guided by the following core objectives:

1. Uphold the Bible as the authoritative word of God and be a leading voice by equipping men and women with sound hermeneutical principles for biblical interpretation and learning.
2. Promote a stimulating academic and professional environment that provides for development of critical but responsible appraisal of different belief systems and worldviews.
3. Develop theological, religious and practical skills necessary for effective ministry and leadership in all phases of church life, Christian ministries, and callings at the local and global level.
4. Provide the Church and society with proficient, well-motivated and committed workers.
5. Offer a platform where intellectual and spiritual understanding of religion, ethics and morality may be pursued within the context of the Bible as the foundational and fundamental word of God.
6. Foster a cosmopolitan atmosphere that engenders synergy, productive mutuality, camaraderie that affirms human dignity, diversity and value.
7. Cultivate interest in personal spirituality which could influence the formation of strong spiritual, service and mission-oriented seminary community.
8. Offer advance skills, techniques and approaches for conducting independent research that can be utilized in the graduate's own practice of ministry in preaching, teaching, writing and leadership.

9. Continuously improve the quality of learning and teaching through the continuous self-improvement of faculty and students and seeking all necessary accreditations and collaborations.

## **THEOLOGICAL SEMINARY RESEARCH PROTOCOL**

**NB: The following protocols and guidelines are specific to the Theological Seminary and its Programs of study. Theological Seminary uses Turabian style (K. Turabian, *A Manual for Writers, of Research Papers, Theses, and Dissertations*, latest edition) and students must follow the *AUA Standards for Written Work*.**

### **Introduction**

The following types and definitions of research works have been designated for Theological Seminary.

1. A Project for MA in Pastoral Theology (MAPTh), or MA in Missiology (MAMiss), Master of Chaplaincy (MChap) and Master of Divinity (MDiv), is an applied theology and ministerial research, following the established structure. A Project is supervised by the primary adviser with the secondary adviser.
2. An MABTS thesis is an academic, more theoretical and thorough research, following specific methodologies required by various departments, and presenting a more rigorous literature review. A thesis requires the supervision of two research committee members and is defended before a three-five-member defence panel and a public.
3. A dissertation is a highly academic, comprehensive, exhaustive research document, written in partial fulfilment of the degree of DMin or PhD in Biblical and Theological Studies. A DMin dissertation is written under the supervision of three committee members and defended before a three-five-member defence panel and a public. A PhD dissertation is supervised by three research committee members and defended before a five member defence panel and a public.

### **Research Protocol**

#### **Preliminary Stage**

1. After an appropriate research course is taken and passed, a Primary Adviser is appointed by the Program Leader in consultation with the student, Head of the Department, and the Dean.
2. The student, primary adviser and the Program Leader consult on the relevance of the topic chosen by the student after which the Program Leader approves the topic if found relevant.

3. The topic as well as the Adviser (primary and secondary) who will form the project/thesis/dissertation committee is officially approved by the Theological Seminary Board.
4. The primary adviser in consultation with the Theological Seminary Research Assistant assists the student with the development of the proposal by following the guidelines of the Proposal and Research Design, and *AUA Standards for Written Work*, for the student's discipline and/or type of research.
5. The proposal must include the following: (1) Title page, (2) Tentative (yet comprehensive) Table of Contents, (3) Proposal (Statement of the Problem, (4) Purpose of the Study, (5) Methodology, (6) Delimitation, (7) Definition of Terms (if any). Other relevant documents (interview questions and/or questionnaires) must be attached.
6. The proposal committee composed of the Program Leader, Adviser, and the Theological Seminary Research Assistant approves the proposal.
7. The proposal is submitted to the Research office through the Program Leader for review and clearance by the Institutional Review Board for Ethics.
8. Where applicable in Master's Project/Thesis and doctoral Dissertation, a student may only defend the proposal when the method of data collection is clearly described in the proposal and the instrument of data collection and ethics form is attached and presented to the Adviser, who subsequently serves the Program Leader with a copy of the proposal.
9. As stated above, the Program Leader submits the proposal to the Research Director as the Chair of the Institutional Review Board for ethics review before final clearance is granted to schedule the proposal defence. The clearance shall be communicated to the student by a correspondence signed by members of the Institutional Review Board. This could be in form of a letter or the completion of an appropriate form. When the student is ready to defend the proposal where applicable, the Adviser informs the Program Leader who then makes arrangement for the proposal defence.
10. All members of the committee (the Program Leader and Advisers) are expected to attend the defence either in person, or via Skype or teleconferencing. Alternatively, a Master's degree proposal may be reviewed by the project/thesis committee and appropriate recommendations made to the student.
11. Where applicable, when a student defends a proposal successfully, the ethics approval form is signed by the Ethics Review Board, and the student is free to collect data and continue the research process under the supervision of the Adviser.

### **The Writing Stage Project (Writing and Completion)**

12. When the proposal is approved, the project committee (primary adviser and secondary adviser[s]), in consultation with the Theological Seminary Research Assistant (as applicable), continues the work with the student until completion. For a project, the committee consists of the primary adviser and the secondary adviser. For a Dissertation, a three member committee is formed consisting of the primary adviser and two secondary advisers. Each committee is constituted in consultation with the Program Leader and the Dean.

13. When the Adviser approves each chapter of the Project, it is sent to secondary Adviser(s) for inputs. The observations made and further corrections recommended by the committee member(s) are communicated in writing to the student through the Adviser.

14. For an MAPTh, MChap, MAMiss, and MDiv Projects the final document is sent to the Program Leader, as the final step in the process. The Program Leader then requests the Project grades from the Adviser and Secondary Adviser and signs the Copying and Binding Form.

15. The Project is submitted to the Research Office for editing, while the grade is processed through the Seminary.

16. After editing by the Research Office, the research document is copied and sent to the Dean for his signature of final approval.

17. The Project is prepared for printing and binding, with one copy reserved for the University Library. Students may request additional bound copies for their personal use by using the Printing and Binding Form.

18. The signatures on the completed Project should be those of the: a. Adviser b. Secondary Adviser c. Programme Leader d. Dean

### **MABTS Thesis and Doctoral Dissertation**

19. When the Adviser approves each chapter of the Thesis/Dissertation, it is sent to the committee member(s) for inputs. The observations made and further corrections recommended by the committee member(s) are communicated in writing to the student through the Adviser. Where necessary, the committee may hold consultations to agree on areas of differences. This is to ensure that the student is not unduly disadvantaged due to disagreements arising from the views of the committee members.

20. When the Adviser and the committee member(s) approve the final document, it is then sent to an External Examiner who shall be recommended by the Program Leader in consultation with the Dean.

## **The Completion Stage**

21. Upon receiving a satisfactory report from the External Examiner, and in consultation with him/her and the Program Leader, the Dean sets the date for the oral defence of the Thesis/Dissertation.
22. The Dean informs the members of the Oral Defence Panel: the External Examiner, Advisers, and Candidate in writing.
23. The Dean or his designee moderates the oral defence.
24. A defence shall not be scheduled if the student has not gone through the stated process, unless there are extenuating circumstances that are stated in writing by the concerned parties.
24. Thesis/Dissertation defences shall be open to the public. However, the audience shall not participate in the discussion and question during the oral defence.
25. A Thesis defence shall normally be no more than two hours and no less than one and a half hours long.
26. A Dissertation defence shall normally be no more than two and a half hours and no less than two hours long.
27. At the conclusion of the defence, and following the Executive Session by the Panel, the candidate is informed of the results of the defence whether it is a pass or fail.
28. The Program Leader or his/her designee shall communicate the recommended corrections and time frame needed to complete them to the student and his Adviser in writing.
29. The candidate works on recommended revisions in consultation with the Adviser, who then confirms that all the revisions are completed and turns in the final draft to the Program Leader or his/her designee for review and final approval.
30. The Program Leader sends the final document to the University Research Office for final editing. The editing process shall involve the Editor, Adviser and the student to ensure that the content of the work is not unduly altered.
31. After editing, the document is copied and sent to the Seminary Office for signing.
32. The signatures on the completed Thesis/Dissertation should be those of the:
  - a. Primary Adviser
  - b. Secondary Adviser(s)
  - c. External Examiner (as applicable)
  - d. Program Leader
  - c. Dean

33. One bound copy of the final research document is required for the University Library. Students may request additional bound copies for their personal use by using the Printing and Binding Form.

## **Master of Divinity**

### **Regulations for Project**

The Master of Divinity Project is fully explained in the course outline for GSEM 693. However, the Master of Divinity Project is research work which has a theoretical framework and a practical application. Students are introduced to the Master of Divinity Project in GSEM 607 Documentary Research and Writing, and select their topic and adviser at that time. The student will work with the appointed advisers for the approval of the proposal until the paper is complete. The project undergoes editorial check and approval before it is gets official approval and bound.

The project must be of 60 to 80 pages in length, prepared with the appropriate referencing and listing of sources as outlined in the “AUA Standards for Written Work.” The Project may be written in two styles: (1) Program Development or (2) Case in ministry/ Missiological/ Theological Issue

Program Development consists of the following chapters: 1) Introduction, 2) Theological Foundation 3) Review of Literature, 4) Description of Local Setting, 5) Programme Development, Implementation and Evaluation, and 6) Summary, Conclusion and Recommendations.

Case in ministry/ Missiological/ Theological Issue consists of the following chapters: (1) Introduction, (2) Theological Foundation, (3) Review of Literature, (4) Description of the Issue, (5) Analysis, Suggested Practical Solutions, and (6) Summary, Conclusion and Recommendations.

\* MABTS students who want to write a Thesis may follow MABTS Thesis Design.

## **Master of Arts in Missiology**

### **Regulations for Project**

The Master of Arts in Missiology Project is fully explained in the course outline for MSSN 695. However, the Master of Arts in Missiology Project is research work which has a theoretical framework and a practical application. Students are introduced to the Master of Arts in Missiology Project in GSEM 607 Documentary Research and Writing, and select their topic and adviser at that time. The student will work with the appointed advisers for the approval of the



proposal until the paper is complete. The Project demonstrates the student's mastery of necessary concepts in Islamic Ministry/African Traditional Religion ministry. Based on a practical ministry area, the Project provides a philosophical framework and theoretical base for the chosen ministry topic. Also provided is an adequate and supporting biblical and theological foundation. The Project may be designed to include the use of appropriate research instruments in a given community as a foundation for programme development. Such a Project must utilize appropriate methodologies to support its conclusions and recommendations. Alternatively, a student may choose a topic or motif that needs further research and investigation. In that case the issues that need clarification or the problems that need to be addressed must be clearly identified. Such a topic must have a clear link to ministry in the area of the major. A Project supervisor and co-supervisor are assigned at the beginning of the course of studies. The students can consult their Advisers regarding issues concerning their Project and receive guidelines and help throughout the course. The Project is to be completed and submitted by the end of the study programme. The Project must be of 60 to 80 pages in length, prepared with the appropriate referencing and listing of sources as outlined in the *AUA Standards for Written Work*.

The Project may be written in two styles. The first is a programme development project that consists of six chapters: 1) Introduction, 2) Biblical and Theological Foundation, 3) Literature Review, 4) Description of Local Setting (Field Research and Methodology), 5) Programme Implementation and Evaluation (the Addressing of the Problem with the development of the programme, its implementation and evaluation, and 6) Summary, Conclusion and Recommendations.

The second one is a case in ministry study with the following six chapters: 1) Introduction, 2) Theological Foundation, 3) Description of Local Setting (Field Research and Methodology), 4) Case Study, 5) Analysis of Theme, and 6) Summary, Conclusions and Recommendations. The project undergoes editorial check and approval before it gets official approval and bound.

## **Master of Arts in Pastoral Theology**

### **Regulations for Project**

The Master of Arts in Pastoral Theology Project is fully explained in the outline for GSEM 695. This Project is a research work with its theoretical framework and practical application to advance the students' research skills in a pastoral setting. Students are introduced to the writing of the Project in GSEM 607 Documentary Research and Writing. Students finally decide on their topics and the advisers. Each student will work with the appointed advisers for the approval of the project until the paper is complete. The Project undergoes editorial check and approval before it gets official approval and bound. The Project must be of 60 to 80 pages in length, and it may be written in two styles. The first is a programme development project that consists of the following chapters: 1) Introduction, 2) Biblical and Theological Foundation, 3) Description of

Local Setting, 4) Programme Development, Implementation and Evaluation, and 5) Summary, Conclusion and Recommendations. The second one is a case in ministry study with the following chapters: 1) Introduction, 2) Biblical and Theological Foundation, 3) Description of the Issue in Local Setting, 4) Analysis and Suggested Practical Solutions, and 5) Summary, Conclusions and Recommendations. The project must be prepared with the appropriate referencing and listing of sources as outlined in the AUA Standards for Written Work.

## **Master of Chaplaincy**

### **Regulations for Project**

The Master of Chaplaincy project is fully explained in the course outline for CHAP 695. This project is a research work with its theoretical framework and practical application to advance the students' research skills in a chaplaincy setting. Students are introduced to the Master of Chaplaincy project in GSEM 607 Documentary Research and Writing. CHAP 694 Seminar in Chaplaincy Research strengthens the skills and methodologies needed for chaplaincy research. i.e. Field Research where quantitative and qualitative approaches are explored. Students finally decide on their topics and are supposed to produce a proposal for their project, as a final assignment, at the end of taking CHAP 694.

Each student will work with the appointed advisers for the approval of the project until the paper is complete. A Secondary Adviser will be appointed after the approval of the primary adviser. The project undergoes editorial check and approval before it gets official approval for bounding.

The project must be of 60 to 80 pages in length, and it consists of the following chapters. The first type is a Program to address a problem: 1) Introduction, 2) Theological Foundation, 3) Review of Literature, 4) Field Research, 5) The Address of the Problem, and 6) Summary, Conclusion and Recommendations. The second one is an empirical study with the following six chapters: 1) Introduction, 2) Theological Foundation, 3) Literature Review, 4) Field Research Methodology, 5) Presentation of and Analysis of Data and Discussion of Findings, and 6) Summary, Conclusions and Recommendations.

The project must be prepared with the appropriate referencing and listing of sources as outlined in the AUA Standards for Written Work.

## **Master of Arts in Biblical and Theological Studies**

The Master of Arts in Biblical and Theological Studies Thesis is research work which has a theoretical framework, clear methodology and findings.

## **Regulations for Thesis**

The Master of Arts in Biblical Theological Studies The thesis demonstrates the student's ability to conduct academic research and to present the findings in an acceptable academic written format. Students are introduced to the writing of the Thesis in GSEM 607 Documentary Research and Writing. The student should select a broad area of interest from which a thesis topic will be developed. The following steps should be taken as subsequent steps:

1. In the process of doing coursework the student may identify some aspects of courses related to his or her broad thesis area. Reading and research in these related areas will help the student discover the viability of the proposed thesis topic.
2. Based on the student's proposed topic and the recommendation of the department of the major field of study, a three-member thesis committee is appointed by the program committee, and the programme leader informs the student of the decision. The chairperson of the thesis committee functions as the student's adviser.
3. After preliminary approval has been given to the thesis topic and the thesis adviser and committee have been assigned, the student writes a formal thesis proposal with the guidance of the thesis adviser, who works in consultation with the committee members. The student may orally present and defend the proposal to the thesis committee, chaired by any member of the programme committee. The thesis committee may accept, suggest modifications to, or reject the proposal.
4. Once the proposal has been accepted, the student works on the thesis under the supervision of the thesis adviser and committee. When the committee feels that the thesis is ready, and the University editor has cleared it for defense, they will schedule a pre-defense assessment of the student's readiness to defend the thesis. If in the oral examination the student demonstrates that he or she can publicly defend the work, the adviser asks the programme leader to schedule the defense. At least two weeks before the defense, unbound copies of the thesis should be distributed to the committee members, the programme leader, and the Dean of the Theological Seminary. The time for the defense should be set according to the timeline provided by the Research office.
5. The thesis undergoes editorial check and approval before it is gets official approval defense and bounding.
6. The Seminary dean or his designee chairs the defense. The acceptance or rejection of the thesis is decided by the thesis committee's vote. Four bound final copies of the thesis, approved by the thesis committee, the University editor, and the dean, should be turned in to the Dean's office no less than one week before graduation.

The final approval of the thesis, is given by the Dean of the Theological Seminary, based on the defense team's recommendation and recommendations is made from the Dean's office with the Thesis Completion Form to the Registrar's office.

The Thesis must be of 60 to 85 pages in length, and it may be written in two styles depending on the student's area of emphasis. The first is an Exegetical research that consists of the following chapters: 1) Introduction, 2) Review of Literature, 3) Passage in Its Context (Historical and Literary Analysis), 4) Exegesis, and 5) Summary, and Conclusion. The second format can be used for researches on History, Archeology, Systematic Theology, Biblical Theology, etc. This research style can have the following chapters: 1) Introduction, 2) Review of Literature, 3) Analysis of the issue, and 4) Summary, Conclusion, and Implication.

The Thesis must be prepared with the appropriate referencing and listing of sources as outlined in the AUA Standards for Written Work.

### **Doctor of Ministry**

The Doctor of Ministry Dissertation integrates theological reflection, scholarly research to resolve a practical ministry challenge. In preparation for writing this Dissertation students have to take two other requisite research courses, GSEM 754: DMin Dissertation Proposal Seminar, and CHMN 704: Seminar in Applied Theology Methods. GSEM 795 DMin Dissertation is a demonstration of the student's ability to conduct an academic research and to present the findings in a written acceptable format approved by the university as contained in the *AUA Standards for Written Work*.

After completing the DMin Dissertation Proposal Seminar students are expected to choose a topic for their Dissertation and an adviser. Working together with their advisers students are to obtain approval for their proposals whenever they become ready. Students continue working with their primary adviser and secondary advisers comprising the dissertation committee constituted to aid in completing the Dissertation in readiness for defense.

Elements incorporated in the dissertation include a theoretical framework, a biblical and theological foundation, a comprehensive literature review of current sources on the subject, a field research component, and the development of an intervention to respond to an observed ministry challenge.

Methodologies appropriate to the chosen topic shall be applied in order to derive fuller understanding of the research problem. From the research findings an intervention shall be developed incorporating elements from the biblical/theological foundations established, the extensive literature review conducted, and from the field research. The applied intervention shall eventually be implemented, evaluated, and reported. The entire Dissertation shall be between

120-150 pages. It shall have a bibliography listing in acceptable standard form for the seminary all the academic sources cited within the work.

## **PhD in Biblical Theological Studies**

### **Description and Rationale of Dissertation Requirements**

The culmination of the PhD programme is the dissertation that demonstrates the student's mastery and integration of theory and application gained during his/her studies. The research work takes the form of a theological-exegetical study, analytical or philosophical, conducted by the student relevant to the programme. The dissertation must constitute a definite contribution to knowledge. So, after the residency phase of the programme and the student had passed his or her Comprehensive Examination, the school will verify if the student possesses the requisite skill, aptitude, and knowledge to pursue a PhD dissertation research work which constitute 16 credits in the curriculum. This is done through series of colloquium organized by the university. The dissertation proposal represents the student's first attempt at seriously explaining what he/she proposes to do as he/she undertakes the research work.

The proposal is written in consultation with faculty adviser which must be approved by the Dissertation Committee of the programme. The dissertation must conform to University regulations and specifications with regard to format and method of preparation. This document can be found on the AUA website under the "Selected Regulations and Procedures for PhD Dissertation."

The entire Dissertation shall be between 200-250 pages. It shall have a bibliography listing in acceptable standard form for the seminary all the academic sources cited within the work.

See PhD Dissertation designs in the Appendix.

## APPENDICES

### MAPTh and MAMiss Sample Project Designs

**Table1. Programme Development**

Chap.1 Introduction	Chap.2 Theoretical foundation	Chap.3 Descript ion of local setting	Chap.4 Programme development, implementation, and evaluation		Chap.5 Conclusion	Appendices	
Overview of the situation, statement of the problem, purpose, significance, methodology and procedure, definition of terms (if any)	Bible, EGW, history, Adventist/other religious authors, secular authors, any research already done on the topic	Country and region profile, quantitative and qualitative research for the population/ place, subject under study	Design/preparation of the programme	Implementation (what happened/ how did it go?)	Evaluation (use quantitative and/or qualitative data to illustrate)	Summary, conclusions, and recommendations	Letters of permission, surveys/ interview guides, presentations, any other bulky information
4-5	18-25	10-12	6-8	6-8	10-15	5-6	No limit
Suggested page allotments for each section						Total 60-80 pages	

**Table2. Case in Ministry/Missiological/Theological Issue**

<b>Chap.1 Introduction</b>	<b>Chap.2 Theoretical Foundation</b>	<b>Chap.3 Description of the issue</b>	<b>Chap.4 Analysis Suggested solutions</b>	<b>Chap.5 Conclusion</b>	<b>Appendices</b>
Overview of the situation and research already done, statement of the problem, purpose, significance, methodology	Bible, EGW, history, Adventist/other religious authors, secular authors, any research already done on the topic	Description of the issue in its local setting (includes observations, surveys and interviews)	Analysis and Suggested, practical solutions, drawn from data, literature, and knowledge of the local situation	Summary and conclusions	Letters of permission, surveys/interview guides, presentations, any other bulky information
5-7	25-32	15-20	10-15	5-6	No limit
Suggested page allotments for each section				Total	60-80

## MDiv Sample Project Designs

### (1) PROGRAM DEVELOPMENT

Chapter 1 Introduction	Chapter 2 Theol. Foundation	Chapter 3 Review of Literat	Chapter 4 Description of Local Setting	Chapter 5 Program Develop. Implementation Evaluation			Chapter 6 Conclusion	Appendices
Overview (background) of the situation, statement of the problem, purpose, significance, delimitation methodology and procedure, definition of terms (if any)	Biblical- Exegetical- Theological in-depth study of the issue with valid and strong conclusion	Review of Literature Related studies relevant to the research study	Country and region profile Quantitative and qualitative research for the population/place, subject under study	(1)  Design/ Preparation of the Program	(2)  Implementation (report of what has been done, what happened/how did it go?)	(3)  Evaluation (may use quantitative and/or qualitative to illustrate)	Summary, Conclusions, and Recommend ations	Letters of authorization, questionnaires/ surveys/ interview guides, presentations, any other bulky information
<b>4- 6</b>	<b>10 – 15</b>	<b>10 -15</b>	<b>10 -15</b>	<b>8 -10</b>	<b>8 -10</b>	<b>8 – 10</b>	<b>5 - 6</b>	<b>No limit</b>
<b>TOTAL: 60 – 80 Pages</b>								



## (2) CASE IN MINISTRY/MISSIOLOGICAL/THEOLOGICAL ISSUE

<b>Chapter 1 Introduction</b>	<b>Chapter 2 Theol. Foundation</b>	<b>Chapter 3 Review of Literature</b>	<b>Chapter 4 Description of the Issue</b>	<b>Chapter 5 Analysis, Suggested Practical Solutions</b>	<b>Chapter 6 Conclusion</b>	<b>Appendices</b>
Overview (background) of the situation, statement of the problem, purpose, significance, delimitation methodology and procedure, definition of terms (if any)	Biblical-Exegetical-Theological in-depth study of the issue with valid and strong conclusion	Review of Literature Related studies relevant to the research study	Description of the issue (may include observations, surveys and interviews)	Analysis and Suggested, practical solutions, drawn from data, literature, and knowledge of the issue	Summary, Conclusions, and Recommendations	Letters of authorization, questionnaires/surveys/ interview guides, presentations, any other bulky information
<b>4 -6</b>	<b>10 – 15</b>	<b>10 -15</b>	<b>10 – 15</b>	<b>20 – 30</b>	<b>5 – 6</b>	<b>No limit</b>
<b>TOTAL: 60 – 80 Pages</b>						

\* MDiv students who want to write a Thesis may follow MABTS Thesis Design.

## MABTS Thesis Designs

**Table1. MABTS THESIS: EXEGESIS**

<b>Chap.1</b> <b>Introduction</b>	<b>Chap.2</b> <b>Review of literature</b>	<b>Chap.3</b> <b>Historical and Literary Analysis</b>	<b>Chap.4</b> <b>Theological and Practical Analysis</b>	<b>Chap.5</b> <b>Summary and conclusions</b>	<b>Appendices</b>
Passage selected and statement of the problem. Purpose and method of the study. History of interpretation. Recognition of difficulties (and or delimitations).	Other authors' views on the passage, organized into groups by time period and/or persuasion.	Author; Audience; Setting Literary Surrounding text Historical/geographical situation (Biblical or Israel, Secular (or neighboring peoples). Analysis of textual	Theology and message (Meaning for original readers). Application for today.	Summary of different parts of the paper Conclusions on meaning Suggestions for further study	As needed. Any relevant document related to the main issue.
6-8	15-25	15-20	22-30	5-6	No limit
<i>Suggested page allotments for each section</i>					Total 60-85

**Table2 .MABTS THESIS (History, Archaeology, Systematic Theology, Biblical Theology)**

<b>Chap.1</b> <b>Introduction</b>	<b>Chap.2</b> <b>Review of literature</b>	<b>Chap.3</b> <b>Analysis of the issue</b>	<b>Chap.4</b> <b>Summary and conclusions and implications</b>	<b>Appendices</b>
Background information to guide the reader into the study. Issue or problem to be studied. Purpose or task Justification for the study Delimitations	A synthesis of what other have written about the topic; organized or grouped by reasonable criteria.	The writer's study of the issue, using the Bible and other foundational literature to back up what is said.	Summary Conclusions Implications (this may include areas for further study)	As needed. Any relevant document related to the main issue.
6-8	23-30	25-35	6-8	No limit
<i>Suggested page allotments for each section</i>				Total 60-85

**Table 3 - MABTS THESIS DESIGN (Church History)**

	Abstract	Chap. 1	Chat. 2	Chap. 3	Chap. 4	Chap. 5
Content	A summary of the work in four paragraphs not exceeding 350 words. The paragraphs will contain in their order; statement of problem, methodology, Findings and contribution to knowledge.	i. Background to the study. ii. Statement of problem. iii. Purpose of study iv. Scope of study v. Significance of study. vi. Research methodology. vii. Definition of terms	A review of what others have said about the topic. This review could either be arranged according to themes or books, journals or academic papers on the internet.	The findings of the study as made by the researcher. This could be sourced from primary sources such as minutes of meetings, program outlines and interviews or secondary sources.	A discussion of the findings as made by the researchers. This could include the impact, significance, challenges or prospects determined in the study	A summary of the findings as made. Conclusion on the whole work as has been done. Recommendations to other researchers who may want to enter into that same area or others such areas as would find the work relevant
Number of pages		5-6	13-14	33-35	22-24	5-6
TOTAL PAGES: 60 – 85						

## MASTER OF CHAPLAINCY PROGRAM

### A: PROGRAM DESIGN/DEVELOPMENT

	Chapter 1	Chapter 2	Chapter 3	Chapter 4	Chapter 5	Chapter 6		
Abstract	Introduction	Biblical-Theological Foundation	Literature Review	Field Research Methodology of the Issue or subject being investigated that an intervention would be developed)	Program Development (preparation, presentation, evaluation)	Summary, Conclusion, Recommendations	Bibliography	Vitae
A summary of the work in four (4) paragraphs not exceeding 350 words. The paragraphs will contain in their order: statement of the problem, methodology, findings and contribution to knowledge.	In introductory part to the whole Project that has the following: i. Social and cultural background ii. Statement of the problem iii. Purpose of the study iv. Justification v. Delimitations vi. Methodology	A theological research to find out the biblical and theological foundation for the chosen topic under study. Ellen G. White support materials, biblical dictionaries, commentaries and other literature are used in this chapter.	A comparative study of selected literature on the topic under investigation. The literature review is organized around ideas, not the sources themselves. The reviewed works are put into conversation with each other and their studies are compared and	*Description of population (Country and region profile  *A description of the research design consisting of: i. The type of research ii. Its rationale iii. Appropriateness of study iv. Population v. Sample population vi. Criteria for sampling	This chapter could be divided into three sections (and evaluation); <b>Preparation:</b> This section restates the *Objectives *Description of the materials prepared for presentation *Length of the implementation *Frequency of implementation *The kind of infrastructure or equipment *Speakers/Presenters *Process of permission	A summary of the findings. A conclusion of the whole work. <b>Recommendations:</b> *To the population of study to improve the system *To other researchers who may want to enter into the same area or	An alphabetical list of all resources used in the Project.	A brief résumé in list format of the researcher's educational and professional accomplishments.

	and procedures vii. Expectations viii. Definition of terms		contrasted with each other.	procedures and selection vii. Instrumentation viii. Data collection procedure ix. Data analysis.	obtained from appropriate bodies <b>presentation</b> A concise narrative of the precise chronological implementation of the intervention based on the established theological, theoretical and field researches. <b>Evaluation</b> A brief final evaluation after the program implementation. This can be done via another survey, focus group, observations or interview	other areas but find the work relevant to their research.		
2 pages	6-7 pages	15-18 pages	15-18 pages	15-18 pages	15-18 pages	5-6 page	As needed	1 page

## MASTER OF CHAPLAINCY PROGRAM

### B: DESCRIPTIVE PROJECT (Empirical Research)

	Chapter 1	Chapter 2	Chapter 3	Chapter 4	Chapter 5	Chapter 6		
Abstract	Introduction	Theological Foundation	Literature Review	Field Research Methodology (of the Issue or subject being investigated)	Presentation of and Analysis of Data and Discussion of Findings	Summary, Conclusion, Recommendations	Bibliography	Vitae
A summary of the work in four (4) paragraphs not exceeding 350 words. The paragraphs will contain in their order: statement of the problem, methodology, findings and contribution to knowledge.	In introductory part to the whole Project that has the following: i. Social and cultural background ii. Statement of the problem iii. Purpose of the study iv. Justification v. Delimitations vi. Methodology and procedures vii. Expectations viii. Definition of terms	A theological research to find out the biblical and theological foundation for the chosen topic under study. Ellen G. White support materials, biblical dictionaries, commentaries and other literature are used in this chapter.	A comparative study of selected literature on the topic under investigation. The literature review is organized around ideas, not the sources themselves. The reviewed works are put into conversation with each other and their studies are compared and contrasted with each other.	A description of the research design consisting of: i. The type of research ii. Its rationale iii. Appropriateness of study iv. Population v. Sample population vi. Criteria for sampling procedures and selection vii. Instrumentation viii. Data collection procedure ix. Data analysis.	A report of the results/findings of the field data This could be done according to the objectives Data. You could use Tables, Figures, Pictures, etc). The results section should simply state the findings of the research arranged in a logical sequence without bias or interpretation	A summary of the findings. A conclusion of the whole work. <b>Recommendations:</b> *To the population of study to improve the systems <b>*To other researchers</b> who may want to enter into the same area or other areas but find the work relevant to their research (this is optional)	An alphabetical list of all resources used in the Project.	A brief résumé in list format of the researcher's educational and professional accomplishments.
2 pages	6-7 pages	15-18 pages	15-18 pages	15-18 pages	15-18 pages	5-6 page	As needed	1 page

**PhD BIBLICAL THEOLOGICAL STUDIES  
DISSERTATION DESIGN**

**PhD DISSERTATION FOR BIBLICAL STUDIES: EXEGESIS**

Chapter 1	Chapter 2	Chapter 3	Chapter 4	Chapter 5	Chapter 6
Introduction	Literature Review	The Context of the Study	The Meaning of Passage/Exegesis	The Theological Implications/Significance of the Study	Summary, Conclusion, Recommendations
<p>1. Selection of Passage, [background of Study]</p> <p>2. Statement of the Problem.</p> <p>3. Purpose of study,</p> <p>4. Delimitations</p> <p>5. Method of the study and Overview of the paper (procedure)</p>	<p>Other authors' views on the passage, organized into groups by time period and/or persuasion.</p>	<p>This chapter considers all the relevant aspects of the study related to the historical and literary contexts of the book in which the selected passage is located.</p> <p>General Background of the Book (authorship, date, and audience)</p> <p>The Historical Context of the Book</p> <p>The Literary Context of the Book</p> <p>The Biblical/Theological Context Themes of the Book</p>	<p>This section is the heart of the exegetical study; it consists of an in-depth analysis of the text.</p> <p><b>Preliminary analysis to confirm the text</b> (textual criticism and translation of the passage)</p> <p><b>Contextual Analysis</b> (the immediate historical and literary context of the periscope: Historical Setting, Literary Context)</p> <p><b>Verbal/ Lexical/Grammatical Analysis</b> (an investigation of the actual words in the passage, their meaning)</p> <p><b>Literary/Form Analysis</b> (Examination of the literary features of the passage to determine their influence on the meaning of the passage. E.g., Genre, Structure, Composition, Rhetoric)</p> <p>Structure/Exegetical Synthesis (in this section you try to pull together your exegetical findings)</p>	<p>This section addresses the contemporary significance of the passage, answering the question: What difference does it make? You may explore two kinds of significance: theological and/or application.</p>	<p>A summary of the findings.</p> <p>A conclusion of the whole work.</p> <p>Recommendations to other researchers who may want to enter into the same area or other areas but find the work relevant to their research.</p>
Total Pages: 200-250					



NOTE: ALL THE STEPS OF EXEGESIS MAY NOT BE RELEVANT DEPENDING ON THE SCOPE OF THE EXEGETICAL STUDIES. FURTHERMORE, EXEGESIS IS A METHOD WHICH CAN BE EMPLOYED IN WRITING PhD DISSERTATION, BUT NOT THE ONLY METHOD FOR BIBLICAL STUDIES STUDENTS.

**PhD DISSERTATION FOR SYSTEMATIC THEOLOGY:**

Chapter 1	Chapter 2	Chapter 3	Chapter 4	Chapter 5	Chapter 6
Introduction	Literature Review/ Current Views	Biblical Evidence (Identify and Analyze relevant Scriptures that Address the Topic)	Theory Construction	Contemporary Significance of the Study	Summary, Conclusion, Recommendations
<p>Background of Study (It states the “What,” the “why,” and “how” of the study.</p> <p>Statement of the Problem.</p> <p>Purpose of study,</p> <p>Delimitations</p> <p>Method of the study and</p> <p>Overview of the paper (procedure)</p>	<p>This section offers a clear, objective description of each of the significant current views on the issue under investigation.</p> <p><b>Key Scholars and their work</b></p> <p><b>Definitions, descriptions, and debates.</b></p> <p><b>Arguments and counter-arguments</b></p> <p><b>Analysis and Critique</b></p> <p>Scriptural Interpretation (description of each view should indicate how its advocates interpret the scriptures)</p> <p>Strength and Weaknesses (a critique of the apparent strengths and weaknesses of each view should be built into this section)</p>	<p>This chapter is an exhaustive inductive, and deductive analysis of all the relevant scriptures addressing the topic.</p> <p>The inductive phase consists of an exegetical study of each text touching on the topic.</p> <p>The deductive or theological synthesis of the exegetical data (categorizing, collating, harmonizing, summarizing)</p>	<p>This section tries to isolate the key ideas of the relevant text (<b>induction</b> and <b>deduction</b>) put them together to form a holistic picture of what the Bible teaches about the issue (<b>retroduction</b>)</p>	<p>This section addresses the contemporary significance of the study for today’s church and its believers.</p> <p>It should answer the question: What difference does it make? You may explore two kinds of significance: theological and/or application.</p>	<p>A summary of the findings.</p> <p>A conclusion of the whole work.</p> <p>Recommendations to other researchers who may want to enter into the same area or other areas but find the work relevant to their research.</p>
Total Pages: 200-250					

## PhD DISSERTATION FOR MISSIOLOGY/PRACTICAL THEOLOGY

Chapter 1	Chapter 2	Chapter 3	Chapter 4	Chapter 5
Introduction, description of ministry Context	Literature Review Social/Cultural Religious Context	Biblical/Theological Foundation	Field Research	Summary, Recommendation and Conclusions
<p>An introduction that articulates concerns directly related to the selected topic.</p> <p>Statement of the problem Purpose of the study Research Questions Theoretical Framework Justification Scope/ Delimitations Methodology and procedures Expectations Assumptions/Presuppositions Definition of terms</p>	<p>A comparative study of selected literature on the topic under investigation. The literature review is organized around ideas, not the sources themselves. Primary literature is emphasized, and secondary literature is used selectively.</p> <p>The reviewed works are put into conversation with each other, and their studies are compared with each other.</p>	<p>Theological research to find out the biblical and theological foundation for the chosen topic under study. Ellen G. White's support materials, biblical dictionaries, commentaries, and other literature are used in this chapter.</p>	<p>Description of the Context Field Research Design Data Collection Procedures Research Analysis-Processes Research Findings</p>	<p>A summary of the findings. A conclusion of the whole work showing whether or not the purpose of the study has been achieved.</p> <p>Recommendations to other researchers who may want to enter into the same area or other areas but find the work relevant to their research</p>
Total Pages: 200-250				

\* Kevin Gary Smith. (2008). *Academic Writing and Theological Research: A Guide for Students*. Johannesburg, South Africa: The South African Theological Seminary Press.

### DMin DISSERTATION

Chapter 1	Chapter 2	Chapter 3	Chapter 4	Chapter 5	Chapter 6
<b>Introduction, description of ministry Context</b>	<b>Theological Foundation/ Reflection</b>	<b>Literature Review</b>	<b>Description of Research and, Interventions</b>	<b>Project Implementation/ Evaluation of Narrative</b>	<b>Lessons Learned, Observations, Summary, Conclusion, Recommendations</b>
<p>An introduction that articulates concerns directly related to the selected topic.</p> <p>Social and cultural background</p> <p>Statement of the problem</p> <p>Purpose of the study</p> <p>Justification</p> <p>Delimitations</p> <p>Methodology and procedures</p> <p>Expectations</p> <p>viii. Definition of terms</p>	<p>Theological research to find out the biblical and theological foundation for the chosen topic under study.</p> <p>Ellen G. White's support materials, biblical dictionaries, commentaries, and other literature are used in this chapter.</p>	<p>A comparative study of selected literature on the topic under investigation.</p> <p>The literature review is organized around ideas, not the sources themselves.</p> <p>Primary literature is emphasized, and secondary literature is used selectively.</p> <p>The reviewed works are put into conversation with each other, and their studies are compared and contrasted with each other.</p>	<p>A description of the research design consisting of:</p> <ul style="list-style-type: none"> <li>i. The type of research</li> <li>ii. Its rationale</li> <li>iii. Appropriateness of study</li> <li>iv. Population</li> <li>v. Sample population</li> <li>vi. Criteria for sampling procedures and selection</li> <li>vii. Instrumentation</li> <li>viii. Data collection procedure</li> <li>ix. Data analysis.</li> </ul>	<p>A concise narrative of the precise chronological implementation of the intervention based on the established theological, theoretical, and field researches.</p> <p>A brief final evaluation after the program implementation.</p>	<p>A summary of the findings.</p> <p>A conclusion of the whole work showing whether or not the purpose of the study has been achieved.</p> <p>Recommendations to other researchers who may want to enter into the same area or other areas but find the work relevant to their research.</p>
9-11 pages	30-35 pages	30-35 pages	30-35 pages	30-35 ages	10-11 pages

## **APPENDIX B**

### **Statement from AAA Handbook - Appendix F**

“Transformational reflection on faith and sound theological thinking are an essential and evident part of scholarship. There is measurable evidence of rootedness in Adventist values and beliefs ranging from theological reflection in doctoral theses/dissertations, projects or capstone reports to proposals to resolve problems and challenges or to enrich the church and society through well-thought and designed programs or projects.

Masters/doctoral research program is a factor in making an institution an intellectual center which serves the church in its region and beyond by addressing issues of how Adventism relates to contemporary issues.

The research demonstrates reflection on how an Adventist worldview impacts on a particular disciple, yet at the same time show unequivocally that Adventism’s demand that students not merely be reflectors of others’ thought translates into research which is genuinely creative and original.”

[https://adventistaccreditingassociation.org/wp-content/uploads/2017/12/aaa\\_handbook\\_2013\\_appendices.pdf](https://adventistaccreditingassociation.org/wp-content/uploads/2017/12/aaa_handbook_2013_appendices.pdf)