
Renfrew Counseling & Training Center



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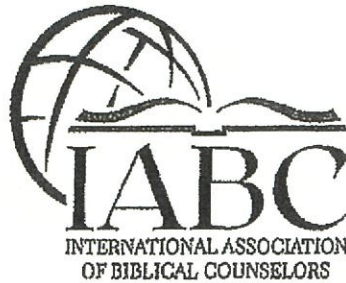
Phase 2: Writing Phase

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Mentoring Guideline
Mentoring Record

STEPS	DURATION	ASSOCIATED FEES	COMPLETION
Become a Member of IABC https://iabc.breezechms.com/form/1a7cdb	Thursday Classes	\$60.00 (Paid monthly to Renfrew, and we will cover all below costs!) First two months nonrefundable.	
Biblical Principles Course Level 101	11 Weeks	\$40 (2 books)	
Biblical Principles Course Level 102	11 Weeks	None	
Take Oral Exams for Level 101 & 102		None	
Meet With Mentor Walk through IABC Certification	↓↓↓↓	None	
Begin Work on Exams (Theological/Counselors) <i>*Prepped in class on 3rd Thursday Nights</i>		None	
Turn in Both Exams https://renfrewchurch.breezechms.com/form/91aefd		\$50.00	
Pay Exam Review Fee (2nd review to be sent to another training center)		\$100	
Begin Practicum/Supervised Hours (50 Total Hours)		None	
Complete 5 Book Reviews (Digital submission to us) • Scholarship available for books upon request		\$100.00 (pick from Book List) renfrewtrainingcenter@gmail.com	
3 Character References (friend/Pastor/colleague) https://iabc.breezechms.com/form/9d80cc		None	
Letter from your Church (Verifying Active & Serving in Ministry)		None	
Recommendation from Training Center (Mentor will Provide)		None	
Certification Application Form 1 (Once have received diploma from Renfrew Training Center) https://iabc.breezechms.com/form/1a7cdb37		\$49.00 *This completes the Background Checks and Child Safety Training	
Certification Form 2 (Meet with Mentor to Complete form which will upload full portfolio)		\$99.00	
<i>*If 1 year lapses before completion trainee is responsible for renewing</i>	Expected Time of Completion: 1 - 1.5 Years		



COMPREHENSIVE CHECKLIST FOR CERTIFICATION

Please use this Quick Review to ensure that you have completed all of the necessary steps to receive IABC Biblical Counselor Certification. These documents will be collected by your Training Center Director. Your TCD will coordinate and submit your finalized portfolio to IABC Member Services.

DONE IN-PROCESS

1. **Membership.** I have joined IABC as a member, I am a member in good standing, and my fees are paid and up-to-date.
2. **Mentor.** I have selected a Training Center/Certification Mentor. I have read and understood the IABC Certification Requirement provided by my Training Center Director.
3. **Curriculum.** I have completed the academic requirements toward IABC Biblical Counselor certification, as per the Course of Study Syllabus (as provided by your Training Center)
4. **Exams.** I have completed the "Theological Examination," and the "Counselor's Examination," and my answers have been approved.
5. **Practicum.** I have completed a minimum of fifty (50) supervised sessions of mentored counseling under the supervision of a Certification Mentor or provided through an IABC Training Center and have paid the mentoring fee to my IABC Training Center or my Directed Study Program Mentor.
6. **Recommendation.** I have fulfilled all requirements necessary and understand that a letter of recommendation from my Training Center is being submitted regarding my Biblical Counselor certification.
7. **Submission.** I have sent a letter of recommendation from my church or organization verifying my involvement in a ministry in which counseling skills are utilized.
8. **References.** I have asked three individuals (one Friend, Pastor, and Colleague) to complete the Confidential Character Reference Form and send it to IABC.

2026-2027 Counselor's Training Syllabus

LOCATION 1: Renfrew Church (951 Geer Hwy, Travelers Rest, SC 29690
Main Building/ Room 301)

LOCATION 2: Sanctuary Church (302 Parkins Mill Rd., Greenville, SC
29607/ Main Building/ Coffee Cafe)

TIME: 6:30-8:30 pm

FREQUENCY: Every Thursday of the month

STUDIES BREAK DOWN:

- *Phase 1 Studies (Biblical Principles Course)*
- *Phase 2 Studies (IABC Certification Course)*
- *Counseling Records & Software Training (2 Online Classes)*

PHASE 1 STUDIES: Classes are held every Thursday **except for the third Thursday of each month**. Participation in the **Biblical Principles class**, along with the **written and oral exams**, is a required component of the Biblical Counselor training track.

PHASE 2 STUDIES: Every third Thursday of the month.

- Will maintain these elements
 - (45 min) Foundational/Theological training,
 - (45 min) Counseling Subject Matter,
 - (30 min) Case Study Discussion or Counselors' Resource Highlights.

Our time will end with consultation availability regarding progress on IABC book reviews and exams on our Advanced Studies training nights.

ONGOING TRAINING: All counselors in training will be assigned observation hours in live counseling with a certified counselor and will complete 50 observation hours (minimum) during the training period.

ADDITIONAL STUDIES: COUNSELING RECORDS & SOFTWARE

TRAINING: These Online courses can be accessed through our online archive by password once the mentor deems the trainee is ready for practicum hours, and can be completed in two sessions, and then the homework can be completed. There will be a training class on February 11, 2027, if you have not completed by that time.

CLASS SCHEDULE

May 28th, 2026 (Instructors: (Ray & Carolyn)

Self Confrontation/Lesson 1 (You Can Change Biblically) Pt 1

June 4th, 2026 (Instructors: (Scott & Terry)

Self Confrontation/Lesson 2 (You Can Change Biblically) Pt 2

June 11th, 2026 (Instructors: (Ray & Carolyn)

Self Confrontation/Lesson 3 (Man's Way & God's Way) Part 1

June 18th, 2026 (Instructors: **Michael Baker**)

Advanced Discipleship/IABC

- **Theological Training:** AUTHORITY & SUFFICIENCY OF SCRIPTURE (Bibliology)
- **Counseling Subject Matter:** Questions 1-3 (Philosophy of counseling & Integration)
- **Resource Focus:** John Frame & Wayne Grudem Systematic Theology

June 25th, 2026 (Instructors: (Scott & Terry)

Self Confrontation/ Lesson 4 (Man's Way & God's Way) Part 2

July 2nd, 2026 SUMMER BREAK

July 9th, 2026 (Instructors: (Ray & Carolyn)

Self Confrontation/Lesson 5 (Biblical Dynamics Of Change)

July 16th, 2026 (Instructors: **Jeff Garrett, Michelle Hamilton**)

Advanced Discipleship/IABC

- **Theological Training:** GOD THE FATHER (*Theology Proper*)
- **Counseling Subject Matter:** Question 4, 15 (*Self-Esteem & Loving Yourself, forgiveness dynamics*)
- **Case Study**

July 23rd , 2026 (Instructors: (Scott & Terry)

Self Confrontation/Lesson 6 (Biblical Basis For Change)

July 30th, 2026 (Instructors: (Ray & Carolyn) **Self-Confrontation/Lesson 7 (Biblical Structure For Change)**

August 6th, 2026 (Instructors: (Scott & Terry)

Self-Confrontation/Lesson 8 (Biblical Practice Achieves Lasting Change)

August 13th, 2026 (Instructors: (Ray & Carolyn)

Self Confrontation/Lesson 9 (Dealing with Self) Part 1

August 20th, 2026 (Instructors: **Jeff Garrett, Scott Catoe**)

Advanced Discipleship/IABC

- **Theological Training:** GOD THE SON (*Christology*)
- **Counseling Subject Matter:** Question 5 (*Sovereignty of God in counseling*)
- **Case Study**

August 27th, 2026 (Instructors: (Scott & Terry)

Self Confrontation/Lesson 10 (Dealing with Self) Part 2

September 3rd, 2026 (Instructors: (Ray & Carolyn)

Self Confrontation/Lesson 11 (Anger & Bitterness)

September 10th, 2026, **ORAL EXAMS** (All Homework turned in for Lessons 1-11 and Memory verses ready to recite)

September 17th, 2026 (Instructors: **Michael Baker, Michelle Hamilton**)

Advanced Discipleship/IABC

- **Theological Training:** GOD THE HOLY SPIRIT (Pneumatology)
- **Counseling Subject Matter:** Questions 6, 16-17 (Providence of God, Priorities, Philippians 4 Principles)
- **Resource Focus:** John Piper's Book, *Providence*

September 24th, 2026 (Instructors: (Scott & Terry)

Self Confrontation/Lesson 12 (Interpersonal Problems) Part 1

October 1st, 2026 (Instructors: (Ray & Carolyn)

Self-Confrontation/Lesson 13 (Interpersonal Problems) Part 2

October 8th, 2026 (Instructors: (Scott & Terry)

Self Confrontation/Lesson 14 (The Marriage Relationship) Part 1

October 15th, 2026 (Instructors: **Michael Baker**)

Advanced Discipleship/IABC

- **Theological Training:** MAN (Anthropology)
- **Counseling Subject Matter:** Questions 7, 18, 20 (God's Justice, Spiritual guidance in the home, moving past regret)
- **Case Study**

October 22nd, 2026 (Instructors: (Ray & Carolyn)

Self Confrontation/Lesson 15 (The Marriage Relationship) Part 2

October 29th, 2026 (Instructors: (Scott & Terry)

Self Confrontation/Lesson 16 (Parent-Child Relationship) Part 1

November 5th, 2026 (Instructors: (Ray & Carolyn)

Self Confrontation/Lesson 17 (Parent-Child Relationship) Part 2

November 12th, 2026 (Instructors: (Scott & Terry)

Self Confrontation/Lesson 18 (Depression)

November 19th, 2026 (Instructors: **Dustin Drake, Michelle Hamilton**)

Phase 2/IABC

- **Theological Training:** Salvation (Soteriology)
- **Counseling Subject Matter:** Question 8-11 (The Love of God & Current events, Marriage issues)
- **Case Study**

November 26th FALL BREAK

December 3rd, 2026 (Instructors: (Ray & Carolyn)

Self Confrontation/Lesson 19 (Fear & Worry)

December 10th, 2026 (Instructors: (Scott & Terry)

Self Confrontation/Lesson 20 (Life-Dominating Sins) Part 1

December 17th-31st CHRISTMAS BREAK

January 7th, 2027 (Instructors: Ray & Carolyn)

Self-Confrontation/Lesson 21 (Life-Dominating Sins) Part 2

January 14th, 2027 (Instructors: Scott & Carolyn)

Self Confrontation/Lesson 22 (God's Standards for Life)

January 21st, 2027 (Instructors: **Jeff Garrett, Michelle Hamilton**)

Phase 2/IABC

- **Theological Training:** SATAN (Demonology) & THE CHURCH (Ecclesiology)
- **Counseling Subject Matter:** Questions 13-14 (Bipolarism, Codependency, OCD, Anxiety, Addiction, Verbal Abuse)
- **Resource Focus:** Mark Shaw Resources

January 28th, 2027 **ORAL EXAMS** (All Homework turned in for Lessons 12-22, Memory verses ready to be recited, and written exam ready to be turned in)

February 4th, 2027 (Guest Speaker: _____)

February 11th, 2027 (Biblicare Software & Counseling Records)

Online Quiz at end of class

February 18th, 2027 (Instructors: **Dustin Drake, Michael Baker**)

Phase 2/IABC

- **Theological Training:** CHRISTIAN LIVING (Practical Theology) & MARRIAGE & FAMILY (Biblical Sociology)
- **Counseling Subject Matter:** Questions 12, 19 (Homosexuality, Sexual relationship in marriage)
- **Resource Focus:**

OTHER IMPORTANT DATES:

March 6, 2027: Training Center Graduation Night

- Banquet 6-8 PM in _____ Church Fellowship Hall
- Tonight, we will recognize all phase 1, 2, & Certification
- Promotions and Graduations from the training center
- Families are invited, please bring them to celebrate with you!
- Business Casual

NOTES:

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YOUR MENTOR: Your Greatest Resource

You will have a guide to help you through this process. Our training center will provide you with a mentor to walk you through the advanced study portions, leading to your IABC certification.

The purpose of mentoring is to assist the applicant through fifty hours of supervision of their Biblical counseling. The mentor also provides feedback to the applicant on active cases in which you are co-counsel. Only active cases will be considered towards the fifty hours, unless otherwise agreed upon with the mentor.

The applicant's *Certification Mentor* will become an **invaluable resource**, and we hope a trusted colleague in the ministry. New Certified Biblical Counselors should Check in with their Mentor at least once per month for the first two (2) years of Certification. "Iron sharpens Iron," as scripture promises, and we know this relationship will apply what you learn in our time together to life and counseling ministry. Embrace this relationship and all God has to offer you. Talk through your cases with them as you encounter your first solo counseling sessions and celebrate the Lord's work when God matures those whom you counsel.

Our counseling center team is ready to begin this journey with you and take you to the certification finish line. Let's get started now!

TRAINING CENTER CONTACTS

ALL HOMEWORK SHOULD BE SENT TO

renfrewtrainingcenter@gmail.com

Barbara Caruso

Phase 1 Consult/ Evaluator

(864) 238-5088

carusob317@gmail.com

Rev. J. Michael Baker

Phase 3 Coordinator

michael@renfrewchurch.com

Rev. J. Michael Baker

Training Center Director

(864) 420-9007

Stacy Brantner

Training Center Assistant

(256) 630-1556

sbrantner rtc@gmail.com

Mentors for Phase 2-3

Jeff Garrett

Rev. J. Michael Baker

Dr. Scott Catoe

Michelle Hamilton

Barbara Caruso

Dustin Drake

Maureen Birkett

Miranda Duty

Phase 1

Foundational Phase



- **Class time:** 22 lessons **Biblical Principles** (Every Thursday except 3rd Thursday)
 - **Homework:** Completion each week
- **Memory verses** each week (Recited at Oral Exams)
- **Written exam each Week:** Lesson 23 (Open Book)
Oral Exams: At end of lesson 11 & 22

Oral Exam Preparation

Biblical Principles Part One

Note: This document is meant to be used as a study guide and may not be present during the actual examination.

Also, you may take this exam in 2 parts or all at once. If you take it in 2 parts, you may take 1-11 (Part 1) after lesson 11 is taught, and then 12-22 (Part 2) after lesson 22 is taught.

Introduction-Why Self-Confrontation?

- Why is Self-Con necessary?
 - Gal6:3
- What should you do instead of exalting yourself?
 - Matt 23:12
 - 1 Cor 11:31
 - Jeremiah 17:9
- What is the first thing we must do about our sinful state?
 - Recognize, understand, and fully acknowledge our hopelessness
 - Psalm 14:1-3
- What is the next thing we must do?
 - Hopelessness equals absolute and complete spiritual death.
 - Romans 6:23
- The object of your focus is one of the main themes of Self-Con; Describe with references.
 - 2 Cor 5:9

Lesson 1- You Can Change Biblically, Part 1

- **Explain salvation in detail**, with references (Study manual p. 19)
 - Ecclesiastes 7:20
 - Proverbs 20:9
 - Psalm 49:7
 - Isaiah 64:6
 - Acts 2:38
 - Ephesians 2:8-9
 - Ephesians 1:7
- Please support or defeat the statement **Salvation isn't a "decision only" or merely a "prayer"** but is evidenced through "continual commitment-driven obedience" to KNOW the Messiah more and more deeply through loving, passionate service and study (Study manual p. 21)
- **What is God's plan for you to change?**
 - Because God's standards are ones of perfection, you cannot meet them by your efforts alone. (Leviticus 19:2, Matthew 5:48)
- **How does God empower you to choose His solution for your spiritual problem?**
 - When you recognize God's love (John 3:16), you will be enabled, through faith, to believe in Jesus Christ. (John 5:24, Romans 10:8-13)

Lesson 2- You Can Change Biblically, Part 2

- **How are you to establish a Biblical pattern of life?**
 - (Study Colossians 2:6-10, Hebrews 5:12-14)
- **Explain & compare man's philosophy to God's Word**
 - (Study Colossians 2:4-10)
- **Please discuss being a doer of the word**
 - (Study James 1:22-25)

- **Where do we find true wisdom from God?**
 - (Study 2 Timothy 3:16-17)
- **Should I judge others? (Explain with references)**
 - (Study Matthew 7:1-5)
- **What is the importance of daily devotions & prayer?**

Lesson 3-Man's Way and God's Way, Part 1

- **Are you confident the Scriptures are reliable?**
 - Study these verses:
 - Psalm 19:7-11
 - 2 Timothy 3:16-17
 - Hebrews 4:12
- **What is the importance of the Holy Spirit?**
 - Study these verses:
 - John 14:26, 16:7-14
 - Romans 8:5-11
 - 1 Corinthians 2:9-14
- **What is the importance of prayer?**
 - Study these verses:
 - Psalm 145: 18-19
 - Matthew 7:7-8
 - 1 Thessalonians 5:17
 - 1 John 3:22
- **Is the Bible all you need?**
 - Study these verses:
 - Psalm 19: 7-11
 - Proverbs 30:5-6
 - 2 Timothy 3:16-17

- **Emphasize the importance of the power of Scripture.** (Study pages 50-52)
 - Study these verses:
 - Romans 10:17
 - 2 Peter 1:3

Lesson 4-Man's Way and God's Way, Part 2

- **Describe the difference between man's way and God's way** (Study p. 65)
 - Study these verses:
 - Ecclesiastes 12:13-14

- **Explain the Order of Salvation in detail** (know the term and the order):

*Term & Definition (verse for each term is a plus)

- **Election**: The Act of picking out, *God choosing by the act of His own free will* to choose some men for salvation. This occurred before the foundations of the earth.
- **Predestination** God put into motion His redemptive plan in the life of those He had chosen, determining their eternal destination through the effectual call, but based on His good pleasure, as He is Holy.
- **Gospel Call**: The Call for all men to repent and turn to Jesus as Savior
- **Inward Call**: The personal call of the Holy Spirit to repent and turn to Christ and to follow Him alone
- **Regeneration** - God's calling, being born again, the miraculous work of the Holy Spirit in which a spiritually dead person is made alive in Christ
- **Conversion** spiritual turn to faith and repentance
- **Justification**-right relationship with Christ through His blood; the revived heart repents and trusts Christ in saving faith as the only source of justification
- **Sanctification** test of an authentic work of God in one's life; as God continues the moral transformation He began in regeneration. This

transformation will continue until the redeemed person is resurrected and made completely holy in Heaven

- **Glorification**- Completion of salvation; when God exalts us after we die and go to Heaven.

- **Explain the biblical view of self-esteem** (pp. 68-73)

- Study these verses:
 - Proverbs 14:12
 - Matthew 10:38-39

Lesson 5-Biblical Dynamics of Change

- **Describe and Scripturally support:** Once a person who has been delivered from the power of sin by the Father, placed their wholehearted trust in the Lord, and been filled with the Holy Spirit, true change is possible.
- **Describe the Downward Spiral** (Study p. 83)
 - Study these verses:
 - Proverbs 1:25-32
 - **How do you stop the downward spiral and begin the “upward path”?**
 - Study these verses:
 - 1 John 2:3-6
- **Describe the 3 levels of a problem:**
 - Start in the **heart**- Matthew 15:18-19
 - Followed by unbiblical **deeds** (thoughts, words, actions)-Rom 1:18-32
 - Resulting in bad **feelings**- Genesis 4:6-7; Psalm 38:1-10
- **Describe the Upward Path** (Study p. 86)
 - Study these verses:

- Psalm 51
 - James 5:16
 - Matthew 7:1-5
 - Ephesians 5:18-20
- **What is the importance of “doing” the Word?** (Study p. 87)
 - Study: 2 Corinthians 5:10

Lesson 6-Biblical Basis for Change

- **What is the Biblical basis for change? Who accomplishes it?**
 - Study these verses:
 - Romans 8:28-29

Lesson 7-Biblical Practice Brings Lasting Change

- **Describe the change process** (Study Principle 27).
 - “Put off” the old sin pattern and “Put on” the new practice of holiness and righteousness
- **How does change happen? Give us an example of the change process happening in life...**
 - Give an example of Put-off and put-on (Study Ephesians 4:22-24)

Lesson 8-Biblical Practice Brings Lasting Change

- **What are your first steps to lasting change?**
 - Study these verses:
 - Revelation 2:4-5
 - Luke 6:46-49
 - Hebrews 5:14
- **What does Hebrews 5:14 say, and what does it mean?**
- **What are the three levels of temptation, and where do you find them?**

-
- Study these verses:
 - Genesis 3:6
 - 1 John 2:15-16
 - James 1:13-15
 - **What do we mean when we say “Knowing isn’t enough - you must be committed to doing”**
 - **What are Satan’s methods to get you to:** (Study Genesis 3:1-7)
 - *Trust your wisdom*
 - *Follow your feelings*
 - *Satisfy your flesh*
 - **Reinforce 8 Steps for Practical Change** (Study pp. 129-130)
 1. Ask God for wisdom
 2. Be subject to the Holy Spirit
 3. Conduct a thorough self-evaluation and make a list of all the ways you have failed Biblically-“put-offs”
 4. Confess unbiblical deeds (thoughts, words, actions)-to the Lord
 5. Make a list of biblical “put-ons” to replace the unbiblical deeds
 6. Develop a **basic plan** for living a changed life daily.
 7. Develop a **contingency plan** to deal immediately with temptation when it occurs
 8. Whenever possible or necessary, obtain help from others
 - **Emphasize that the basis for change starts with DESIRE**
 - James 1:5-wisdom
 - Galatians 5:16-Holy Spirit
 - Romans 6:12-self evaluation
 - 1 John 1:9-confession
 - 2 Peter 1:5-11- detailed list of “put-ons”
 - Ephesians 2:10-
 - Philippians 4:6-7
 - 2 Timothy 2:15-Scripture
 - 1 Thessalonians 5:22-Holiness

- John 14:15-Obedience
- Hebrews 10:24-25- fellowship with the body
- Matthew 7:1-5-Self Confrontation
- 1 Peter 5:8-9- Contingency Plan
- Galatians 6:1-2-Recruit Help

Lesson 9-Dealing with Self, Part 1

- Display that A self-centered person can't grow spiritually
 - Study these verses:
 - Luke 9:23-24, Jeremiah 10:23
- **Back this statement:** Our problem is not that we think too little of ourselves, but rather too much of ourselves
 - Study these verses:
 - Ephesians 5:29
 - Matthew 22:37-40
- Describe A proper view that comes from the understanding of who we are **IN CHRIST**
 - Study: 1 Peter 2:9

Lesson 10- Dealing with Self, Part 2

- **Describe and reference the “put-off/put-on”**
 - Study: Matthew 20:26-28

Lesson 11-Anger & Bitterness

- Teach the James 1:19-20 principle
- **What does anger and bitterness reveal?** (Study p. 173)
 - Proverbs 25:28
- **What can you do to overcome anger and bitterness?**
 - Study Principle 49

Oral Exam Preparation

Biblical Principles Part Two

Lesson 12-Learning How to Love Your Neighbor, Part I

- How do interpersonal relationships affect your relationship with God?
 - Study these verses:
 - Matt 5:23-24
- **How has God enabled you to forgive?**
 - Study these verses:
 - Ephesians 4:32
 - Luke 6:27-35
 - 1 Corinthians 13:4-8a
 - Colossians 3:13
- **Describe what the Bible says about “loving others”.**
 - Study these verses: Matt 22:36-40
 - 1 John 2:10-11; 4:7-11, 20-21
 - Psalm 38:1-18
 - 2 Corinthians 7: 9-10
 - James 4: 8-10
- **Describe the Spiritual Evidence for Biblical Forgiveness** (Study p. 197)
- **What are the key Elements of Restoration?**

Lesson 13-Learning How to Love Your Neighbor, Part II

- **Be prepared to teach Philippians 2:3-4**

- **How do you actively seek reconciliation with others?**
 - Study these verses:
 - Matthew 5:9, 23-24, 18:15-18
 - Romans 12:18
 - Colossians 3:14-15

- **Love has specific characteristics. (Describe several of these.)**
 - Study I Corinthians 13:4-8a

- **What is the Golden Rule?** (Give Scripture)

- **On what scripture is the “Golden Rule” based? What does it mean?**
 - Study Matt 7:12

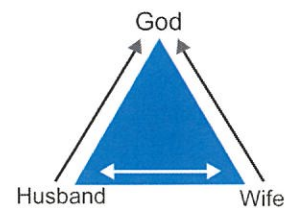
Lesson 14-The Marriage Relationship, Part I

- **Be prepared to illustrate Eph 5:21**

- **Be prepared to illustrate (Covenant v. Contract)**
 - God-covenant
 - World-contract

- **Describe Biblical Submission**

- **If you are married, what does God’s Word instruct you to do?**
 - Study these verses:
 - Ephesians 5:25
 - Titus 2:4
 - Romans 5:5



Lesson 15-The Marriage Relationship, Part II

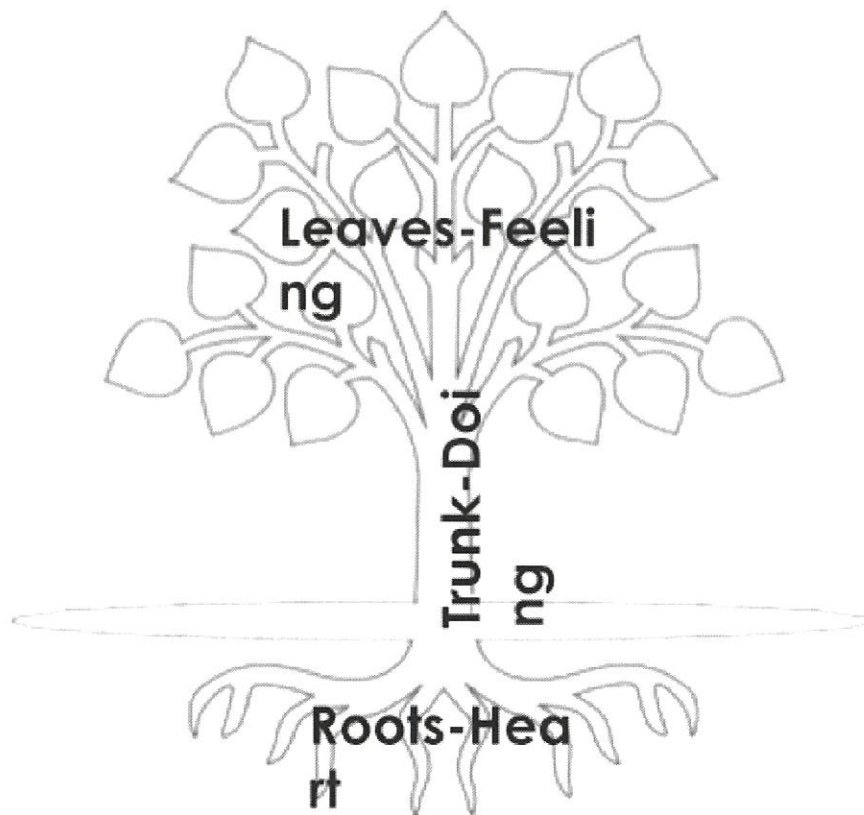
- **Describe what Biblical love is, and how it relates to marriage.** (Study pg. 261)

Lesson 16 - Parent/Child Relationship, Part I

- Be prepared to teach principles from these verses:
 - Proverbs 3:5-6
 - Proverbs 22:6
 - Eph 6:1-4
 - Phil 2:3-4
- **Describe Provoking your children**
- **Be prepared to teach Principles 71-72, support the primary responsibility of parents in training their children**
- **Describe and illustrate the 4 P's (4 ways of dealing with problems)**
 - *Link to teaching Upon request
 - Reducing symptoms instead of the true problem
 - Being scared of the problem, to then turn tail & run
 - Not dealing with the entire problem, but instead sidestepping the problem, and dealing with the smaller issues of the problem
 - DEAL WITH THE PROBLEM-NOT THE SYMPTOMS

Lesson 17- Parent/Child Relationship, Part II

- **As parents, what are you to stop doing?**
 - Study these verses:
 - Ephesians 6:4
 - Colossians 3:21
 - Eph 6:1-3
- **What does discipline accomplish?** (Study pg. 301)



Lesson 18-Depression

- **Be prepared to teach** James 1:22

- **What is “depression”?**
 - Support it, as it is not a disease, but a feeling.
 - It should never be ignored but dealt with in practical, Biblical ways to overcome

- **How do you overcome it?**
 - Be obedient to the Word and keep a schedule, whether you “feel like it or not.”

- **What are some possible factors that may lead to depression?** (Study pg. 322)
- **Difference between depression & discouragement**
 - Depression, from a diagnostic perspective-- loss of functionality

Lesson 19 - Fear & Worry

- **Overwhelming fear and worry come from where?**
 - Study these verses:
 - I John 4:15-19
 - I Peter 3:13-16
 - II Corinthians 11:24-30
 - I John 4:18
 - Matthew 6:33-34
- **What does the Bible say about fear & worry?**
 - Study 2 Timothy 1:7
 - Talk about Worry being self-focused & concern-focused on serving others

Lesson 20-Life Dominating Sins, Part I

- **What is your hope in overcoming your sin, based on principle 92?** (Provide Scriptural support)
- **Study Romans 6:6-13** (known as "KRDP or KCDP")
 - **K**now your old self was crucified with Christ & sin does not rule over you
 - **C**onsider yourself dead to sin
 - **D**o not let sin reign in your mortal body
 - **P**resent/**O**ffer yourselves to God

- Be able to illustrate that our ability to have an overwhelming victory over sin comes from knowledge and commitment to living victoriously because of our union with the Messiah and His resurrecting power.

Lesson 21-Life Dominating Sins, Part II

- **How do we combat deep and powerful sins?**
 - Putting on the full armor of God- Ephesians 6
 - What are the parts of the armor of God?
 - Study Ephesians 5:18
- **How are you to deal with someone else having a life-dominating sin?**
(Study pg. 389)
 - Study these verses:
 - Ephesians 5:18
 - 2 Corinthians 5:14-20
 - Galatians 6:1-5

Lesson 22- God's Standards for Life

- **What does an obedient follower of Christ look like?**
 - Include scripture references
 - Manual pages 403-405 (**PICK AT LEAST FIVE FROM LIST**)
- **Are you confident that following God's way will work? Why?**
 - Back your belief with scripture references
- **How are you to obey God's standards?** (Study pg 405)
 - Provide Scriptural Support
 - Study Galatians 5:22-25

Closing Note:

Leave the graded Oral exam from the examiner in your syllabus packet as this will be turned in at the end with your portfolio

Phase 2

Writing Phase



- **Class time: Advanced Discipleship class** (Every third Thursday)
- **Write 2 Exams** guided by studies in these classes (Turn 2 Exams in as completed)
 - **Write 5 Short Book Reviews** (These can be done at anytime during your time with us)
- **Meet with your Mentor regularly** to go over counseling records

Level 1 Oral Examination Checklist:

(To be used by Oral Examiner) OFFICE USE ONLY

Name: _____ Date: _____

Pre-Exam Checklist:

- ☐ Memory verses Done (lesson 1-11)
- ☐ Written Exam turned in through lesson 11
- ☐ All Homework is completed through lesson 11
- ☐ Notes: _____

Lesson 1

- ☐ _____
- ☐ _____
- ☐ _____
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Lesson 2

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Lesson 3

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Lesson 4

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Lesson 5

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Lesson 6

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Lesson 8

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Lesson 9

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Lesson 10

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Lesson 11

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VERIFICATION:

Examiner #1: _____

Examiner #2: _____

Level 2 Oral Examination Checklist:

(To be used by Oral Examiner) **OFFICE USE ONLY**

Name: _____ Date: _____

Pre-Exam Checklist:

- ☐ *Memory verses Done (lesson 12-22)*
- ☐ *Written Exam turned in through lesson 22*
- ☐ *All Homework is completed through lesson 22*
- ☐ *Notes:* _____

Lesson 12

- ☐ _____
- ☐ _____
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- ☐ _____
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Lesson 13

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Lesson 14

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Lesson 15

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Lesson 21

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Lesson 22

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- ☐ _____
- ☐ _____
- ☐ _____

VERIFICATION:

Examiner #1: _____

Examiner #2: _____



BIBLICAL COUNSELOR'S THEOLOGICAL EXAMINATION

- Please read carefully and provide complete answers to the following areas of inquiry.
- Type the number of the question and the question which is to be addressed.
- Type one-page answers for each question below using the formatting instructions for the reading and lecture submissions.
- Submit to your Certification Mentor.

You may use any source you believe appropriate to develop your responses and be sure to identify your sources in parentheses or footnotes.

Please support each answer with Scripture.

- I. AUTHORITY & SUFFICIENCY OF SCRIPTURE (Bibliology)
 - a. Demonstrate by using your Bible, its own claim to authority.
 - b. What is meant by the term "The Inspiration of Scripture"?
 - c. Give your understanding of "Biblical Inerrancy."
 - d. Explain your understanding of the "Sufficiency of Scripture."
 - e. Explain the following statement: "As inerrancy speaks to the rule of faith, so sufficiency speaks to the rule of practice."
 - f. Define and explain the importance of (1) General Revelation and (2) Special Revelation to the process of Biblical Counseling.
- II. GOD THE FATHER (Theology Proper)
 - a. What is the unique ministry of God the Father in the Godhead?
 - b. What difference does the fatherhood of God make in your life?
 - c. Choose and define five attributes of God.
 - d. Define: "The Decrees of God."
 - e. Defend biblically how the sovereignty of God and man's will are both essential truths.
- III. GOD THE SON (Christology)
 - a. Give your understanding of who Jesus is.
 - b. What is meant by the term "the deity of Christ"?
 - c. What is the role, if any, of the Lordship of Christ in Biblical Counseling?



BIBLICAL COUNSELING EXAMINATION

Please type the number of the question and the question which is to be addressed.

Type one-page answers for each question below using the formatting instructions for the reading and lecture submissions.

Submit to your Certification Mentor or Training Center Director.

1. With what Christian counselor or counseling organization would you align your philosophy of counseling? Why?
2. Please list the five most influential counseling books you have read and how each has influenced you.
3. What is "integration" as applied to the discipline of Biblical Counseling? Why do you think IABC takes a non-integrationist stance?
4. Should a Biblical Counselor make the following statement? "You cannot really love God unless you love yourself." Why or why not?
5. Define the sovereignty of God and its importance to the counseling process.
6. Define the providence of God and its importance to the counseling process.
7. Define the justice of God and its importance to the counseling process.
8. Define the love of God and its importance to the counseling process.
9. How would you counsel someone struggling with fear concerning world events? What homework assignment might you assign him/her?
10. Explain the importance of James 4:1-5 (within the greater context of James 4:1-12) for counseling a couple with marital issues.
11. To what portions of Scripture would you appeal to help someone who believes his trials indicate God is punishing Him.
12. Briefly explain the biblical teaching on homosexuality and outline how you would help one who wants to overcome a life of homosexuality.

Training Center Book Reviews

Track 1- Counseling Track Required Reads

(Pick 5/ Highlighted may not be substituted)

- **A Theology of Biblical Counseling: The Doctrinal Foundations of Counseling Ministry** *By Heath Lambert*
- **The Christians Counselors Manual** *By Jay Adams*
- **PsychoBabble: The Failure of Modern Psychology and Biblical Alternative** *By Richard Ganz*
- **Instruments in the Redeemer's Hands: People in Need of Change Helping People in Need of Change** *By Paul David Tripp*
- **Curing the Heart: A Model for Biblical Counseling** *By Howard E. Eyrich & William L. Hines*
- **How to Counsel God's Way** *By Bob Hoekstra*
- **Why Christians Can't Trust Psychology** *By Ed Bulkley*
- **The Dynamic Heart in Daily Life** *By Jeremy Pierre*
- **Gospel Treason** *By Brad Bigney*
- **Out of the Blues** *By Wayne Mack*

Suggested Resources

- **Systematic Theology** *By Wayne Grudem*
- **Systematic Theology** *By John Frame*

Instructions for Writing Your Book Reviews

- *Microsoft Word or Google Docs*
- *12 pt./ Times New Roman or Arial Font/1.5 spacing/1 inch margins*
- *Include the title of the book and your name at the top of all reviews*
- *Length shall be 2 pages per review*
- *Must be submitted digitally*
- *When Quoting please include (Title of source quoting/name of Author/page number)--Example: (Curing the Heart, Eyrich, pg.3)*
- *You may submit to your Mentor by Email when all are complete*

Training Center Book Reviews

Track 2- Replant/Revitalization Track Required Reads

(Pick 5/ Highlighted may not be substituted)

- **Replant Roadmap** *By Hallock*
- **Flickering Lamps** *By Henry & Richard Blackaby*
- **Pathways to Partnership** *By Bob Bickford & Mark Hallock*
- **Am I A Replanter?** *By Bob Bickford & Mark Hallock*
- **Reclaiming Glory/Revitalizing Dying Churches** *By Mark Clifton*
- **Biblical Church Revitalization** *By Brian Croft*
- **The Pastor's Soul** *By Brian Croft & Jim Savastio*
- **The Conviction to Lead** *By Albert Mohler*
- **The Perseverance of a Faithful Minister** *by Mark Hallock*
- **Transformational Church** *By Ed Stetzer & Tom Rainer*

Suggested Resources

-

Instructions for Writing Your Book Reviews

- *Microsoft Word or Google Docs*
- *12 pt./ Times New Roman or Arial Font/1.5 spacing/1 inch margins*
- *Include the title of the book and your name at the top of all reviews*
- *Length shall be 5 pages per review*
- *Must be submitted digitally*
- *When Quoting please include (Title of source quoting/name of Author/page number)--Example: (Curing the Heart, Eyrich, pg.3)*

Training Center Book Reviews

Track 3- Leadership Training Track Required Reads

(Pick 5/ Highlighted may not be substituted)

- **Shepherding God's Flock** *By Jay Adams*
- **Providence** *By John Piper*
- **The Church** *By Mark Dever*
- **Christ-Centered Preaching** *By Bryan Chapell*
- **The Dynamic Heart in Daily Life** *By Jeremy Pierre*
- **Gospel Treason** *By Brad Bigney*
- **Deep Discipleship** *By J. T. English*
- **Christian Beliefs** *By Wayne Grudem*
- **Everyday Evangelism** *By Matt Queen*

Suggested Resources

-

Instructions for Writing Your Book Reviews

- *Microsoft Word or Google Docs*
- *12 pt./ Times New Roman or Arial Font/1.5 spacing/1 inch margins*
- *Include the title of the book and your name at the top of all reviews*
- *Length shall be 5 pages per review*
- *Must be submitted digitally*
- *When quoting, please include (Title of source quoting/name of Author/page number)--Example: (Curing the Heart, Eyrich, pg.3)*

Phase 3

Practicum Phase



- **Complete two online classes** for Counseling records and Biblicare Software training
 - **2 quizzes** after these online tutorials
- **Practicum: Complete (50) hours** of live counseling
 - **Meet with your Mentor regularly** to go over counseling records

Renfrew Training Center

Mentoring Guideline

The Mentoring Timeline

You will receive your trainee after you have completed your Biblical Principles course at the latest. However, students with potential may also be accelerated in this process. We ideally want a student moving from Member status to receiving their Counseling Certification in 1 year to 1.5 years; however, some may take longer, and this is not a problem, as we at Renfrew Training Center understand the varying paces of life. Please focus on forward movement and determine your pace and pressure based on the unique circumstances of that student.

Areas of Oversight

Communication

- ☐ **Talk once per week** about prayer needs, current workflow, and any problem areas
- ☐ **Meet face to face once per month** for 30 minutes Minimum, to see work and discuss the timeline
- ☐ Please learn to **utilize Biblicare software to communicate with the Trainee about cases**, as we are not to print or copy from due to security issues (See Pastor Michael for Biblicare training if needed)

Book Review Phase

- ☐ **Review 5 book reviews** (determine if you have an understanding of the central idea of each book)

Exam Writing Phase

- ☐ **Have student submit their exams through this link**, where our office can then send them to you for grading (everything must be in digital format):
<https://renfrewchurch.breezechms.com/form/91aefd>
- ☐ **Critically grade both Theological & Counselors Exams** (these must be graded in digital format with your grading as comments in the document. When you have gotten an acceptable and corrected copy of the exams, proceed to submit them to the training center director in the close-out portion below.

Practicum Phase

- ☐ **Have your mentee observe only in the first three sessions** by completing the [Session 1-3 Evaluation Form](#).
- ☐ **Review their notes for these first three sessions via their form submission**. These forms may be sent to you as the mentor automatically as they report to our office, and

are forwarded by our staff. Be looking for them in your email inbox. If you do not see them within three days of the mentee's submission, then request them by email:
renfrewchruch951@gmail.com

- ☐ **Meet with the trainee once per month at minimum and review case records** (will have access to their records through **Biblicare** after their first 3 sessions)
- ☐ They will need a total of 50 hrs in live counseling, and these hours are assigned by Mrs. Barbara Caruso (you may reach out to her if they need more hours)
- ☐ Print out 3 sessions of counseling notes from the **Biblicare software** and include them in the final Portfolio upload as a reflection of their efficiency in their counseling practicum

Close Out

- ☐ **Present Trainee to Training center director for Graduation by this form:** <https://renfrewchurch.breezechms.com/form/b284a7>

Compensation Available to Mentor

- ☐ **In the 2025-2026 teaching year, First Graders will receive \$200.00** for the submission of the two exams required by IABC

My Mentor: _____ **Start Date:** _____

- Date _____ Purpose _____ Time spent _____
 Session # _____ Counselor _____ Time Counseling _____
 Session # _____ Counselor _____ Time Counseling _____
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- Date _____ Purpose _____ Time spent _____
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ALL HOMEWORK SHOULD BE SENT TO
renfrewtrainingcenter@gmail.com

Barbara Caruso

Phase 1 Consult/Evaluator
(864) 238-5088
carusob317@gmail.com

Rev. J. Michael Baker

Phase 2-3 Coordinator
michael@renfrewchurch.com

Rev. J. Michael Baker

Training Center Director
(864) 420-9007

Stacy Brantner

Training Center Assistant
(256) 630-1556
sbrantner rtc@gmail.com

Mentors for Phase 2-3

Jeff Garrett
Rev. J. Michael Baker
Dr. Scott Catoe
Michelle Hamilton
Barbara Caruso
Dustin Drake
Maureen Birkett
Miranda Duty