For Students Taking Project in Ministry Design Workshop Spring 2026 Semester

Timeline and Helpful Hints for Completing the Final Project Proposal and Final Project Report

Fall 2026 registration: PDPM8010 Project Proposal

For Proposal approval:

A Field Mentor must be enlisted **BEFORE** the Final Project Proposal will be approved.

The link for Proposal template is found in the Project in Ministry Handbook.

According to the Project In Ministry Handbook (p13), students are encouraged to submit proposals to the Project Coordinator and ProDoc office sixty days before the desired approval date.
To be eligible for review for Proposal approval by the ProDoc committee, your finalized Proposal must be sent, in cooperation with your Project Mentor and the Project Coordinator, to the ProDoc committee at least a week before the ProDoc meeting. (For example, to have the Project Proposal approved at the May 13 ProDoc meeting, it has to be ready for the committee by May 6. To be ready by May 6, it is recommended to send your Proposal to the Project Coordinator by March 1. March 1 should give the Project Coordinator and her team enough time for review for corrections and you enough time to resubmit before the Proposal is ready for the committee.)

Final Project Report:

The link for Final Project Report template is found in the Project in Ministry Handbook.

After your Proposal is approved, you may implement your project and write your Final Project Report. See the Project in Ministry Handbook for the templates and requirements for your Final Report.

Graduating Semester:

You will need to register for a course in your graduating semester-see the following schedule for details.

Your Final Project Report must be completed and approved by your Project Mentor and is due to the Project Coordinator by **August 15 (for December graduation) or January 15 (for May graduation)**. During the graduating semester, you will revise your Final Project Report, according to the corrections directed by the Project Coordinator, her team, your Project Mentor and Field Mentor, when applicable, and readers at the Exit Interview. (Exit Interview readers are assigned by the ProDoc office.) All corrections must be made and submitted to the Project Coordinator and Project Mentor before you may receive your diploma at graduation.

March 30- April 24, 2026 – Fall 2026 Semester Registration

No summer registration required.

*Watch NOBTS student email for exact registration dates.

*Beginning January 2026, new fees on tuition and fees page for ProDoc students.

*Fall 2026 registration***:** PDPM8010 Project Proposal

G	**August 15, 2026** – Deadline to submit Final Project Report to Project Coordinator for **December 2026** graduation. (Further graduation steps will be needed and will be explained during your graduating semester.)

October 22- November 14, 2026 – Spring 2027 Semester Registration.

*Watch NOBTS student email for exact registration dates.

Select one of the following for spring- Four Options:

(1) If you have not submitted your Final Project Proposal, Audit PDWS8203 Project in Ministry Design for spring. (You have one calendar **year** to submit a Project Proposal, before you must retake/audit PDWS8203 Project in Ministry Design.)

(2) If you do not have an approved Proposal but are awaiting Project Proposal approval, register for PDPM8010 Project Proposal.

(3) If Final Project Proposal has been approved, register for PDPM8601 Project In Ministry.

(4) If you are in the implementation and writing stage and have completed PDPM 8601 Project in Ministry, register for PDPM8030 Project Writing.

G	**January 15, 2027** – Deadline to submit Final Project Report to Project Coordinator for **May 2027** graduation. (Further graduation steps will be needed and will be explained during your graduating semester.)

March 22-April 14, 2027– Summer and Fall 2027 Semester Registration.

No summer registration required.

*Watch NOBTS student email for exact registration dates.

Select one of the following for summer or fall- Five Options:

(1) If you have not submitted your Final Project Proposal, Audit PDWS8203 Project in Ministry Design for summer or fall. (You have a **year** to submit a Project Proposal, before you must retake/audit Project in Ministry Design.)

(2) If you do not have an approved Proposal and are either awaiting Project Proposal approval *or* have retaken PDWS8203 Project in Ministry Design, register for PDPM8010 Project Proposal.

(3) If Final Project Proposal has been approved, register for PDPM8601 Project In Ministry.

(4) If you are in the implementation and writing stage and have completed PDPM8601 Project in Ministry, register for PDPM8030 Project Writing.

(5) If you have completed PDPM8601 Project in Ministry and PDPM8030 Project Writing, but still need another semester to continue to edit, register for PDRS8030 Project Writing.

G **August 15, 2027** – Deadline to submit Final Project Report for **December 2027** Graduation. (Further graduation steps will be needed and will be explained during your graduating semester.)

October 22- November 14, 2027 – Spring 2028 Semester Registration.
*Watch NOBTS student email for exact registration dates.
Select one of the following for spring- Five Options:
(1) If you have not submitted your Final Project Proposal, Audit PDWS8203 Project in Ministry Design for spring. (You have one calendar **year** to submit a Project Proposal, before you must retake/audit PDWS8203 Project in Ministry Design.)
(2) If you do not have an approved Proposal and are either awaiting Project Proposal approval *or* have retaken PDWS8203 Project in Ministry Design, register for PDPM8010 Project Proposal.
(3) If Final Project Proposal has been approved, register for PDPM8601 Project In Ministry.
(4) If you are in the implementation and writing stage and have completed PDPM 8601 Project in Ministry, register for PDPM8030 Project Writing.
(5) If you have completed PDPM8601 Project in Ministry and PDPM8030 Project Writing, but still need another semester to continue to edit your Final Project Report, register for PDPM8030 Project Writing.

Special Notes:

* Adjustment in program procedures and names began January 2026.
PDPM8010 *Project Proposal* to be registered for/taken the semester right after Project In Ministry Design Workshop, up to two semesters, excluding summers
PDPM8020 *Project Approval* -not a course, but will be added to your program after your Proposal is approved
PDPM8601 *Project In Ministry* the 6-hour credit course while you implement and write your Final Project Report
PDPM8030 *Project Writing* use this course if you need to continue to edit your Final Project Report

1. The ProDOC Committee meets every month except June.
2. Registration PDPM8010 Project Proposal only for two consecutive Semesters following completion of the Project in Ministry Design Workshop.
3. The Final Project Proposal **MUST** be evaluated by your Project Mentor, the Project Coordinator, and a ProDoc Style Reader **BEFORE** submission to the ProDoc Committee.
4. The Registrar will not move you to PDPM8601 Project in Ministry mid-semester. You will remain in PDPM8010 Project Proposal until the next semester. However, if your proposal is approved in between semesters (for example, over the summer), we can move you from PDPM8010 Project Proposal to PDPM8601 Project In Ministry.