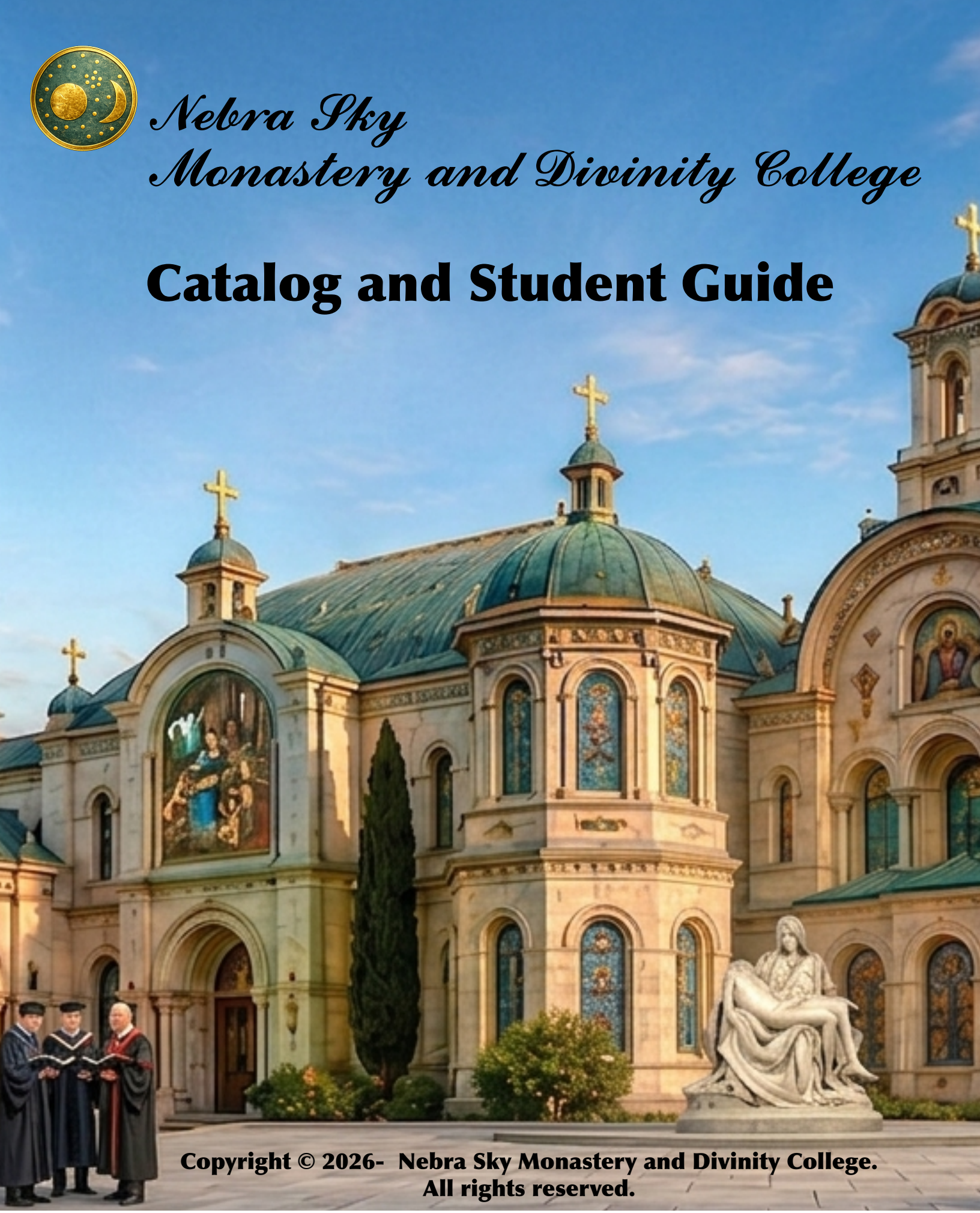
Nebra Sky Monastery and Divinity College

Catalog and Student Guide



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NEBRA SKY
MONASTERY AND DIVINITY COLLEGE

Catalog and Student Guide

Nebra Sky Monastery and Divinity College Inc.
A Florida Non-Profit Corporation

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Green Cove Springs, FL 32043

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We Welcome You and Are Excited to Have You Join Us!

This Student Guide contains important information which should be studied and retained by the student. Faculty will assume that you have read and studied this material.

(1) Overview

For Faith-Based Students and Christian Scholars

A Space…Not A Place. A Digital Creation Of A Building To Inspire Us
A Lesser Replica May Be Constructed In the Future If Funds Can Be Obtained

Nebra Sky Monastery and Divinity College was founded January 2026 as a non-profit religious institution in Florida. **The Monastery** is a space, not a place. It is a digital creation for the association of religious scholars to advance knowledge and writings about early Christian heritage, with emphasis on such things as the Shroud of Turin, the Ark of the Covenant, The Lost Bibles, The New Ethiopian Bibles, and the history of the early monasteries as centers of knowledge and science. As a research focused Monastery, no services or prayer meetings are held, yet it is the Monastery that defines and controls the religious offerings of the College. **The Divinity College** offers only 3 programs, a Bachelor level, Master of Divinity, and a 2-year Dissertation Only PhD in Theology. The College is exempt from licensure by the State of Florida as an independent private religious college, and is registered with the Commission for Independent Education, Florida Department of Education. Further information regarding the institution may be obtained by contacting the Commission for Independent Education, 325 W. Gaines St., Suite 1414, Tallahassee, FL 32399-0400, toll-free telephone number (888) 224-6684.

(2) Distance Learning vs E-Learning

All of our programs are "distance learning" programs. The principle difference between distance learning and e-learning is that in e-learning, all activities and learning occurs on the computer. For example, all learning materials are supplied to the student, all exams and tests are provided online. In many cases of e-learning, students are required to be online at the same time as their instructors. E-learning is best suited to high school (secondary) curricula which remain pretty much the same over time, and is less suited to dynamic programs which require a more flexible learning environment.

A distance learning program, such as that offered here, is delivered over the internet, but the student may be required to search for and find sources of knowledge. A student may be directed to a video lecture on a different website, or be required to conduct literature research via the internet. Likewise, assignments will be completed offline, and then uploaded or forwarded to the instructor by email. **The Nebra Sky "distance learning" program is asynchronous, meaning that the student and the instructor are not online at the same time.** This permits us to offer programs across many time zones and allows you to access your material 24/7.

(3) What Is Required of You

(A) Technical Computer Requirements

Because we are a virtual institution, it is necessary for each student to have adequate hardware and software, either personally or via study at a local library or local university/ college library, or at an internet cafe. At a minimum, your equipment must be able to run one or more of the **latest web browsers** (Chrome, Firefox, or Safari). Because we make use of many online videos for lectures and demonstrations, the **ability to view videos that play smoothly** without jerking and "buffering" delays is a must. A student should get his/her equipment organized for **downloading of videos** from the internet. There are many free "video downloaders" available (such as ant.com), and each web browsers sometimes provide video downloading as a free add-on extension. So, please check into this and be sure your set up is sufficient. The ability to move large files around (such as for downloading texts and materials) is also essential and requires a **fast internet connection**. Lastly, your software must include the ability to convert all of your work, handwritten drawings, images and so forth into PDF format for submission. **Only PDF format, the international standard, is permitted for assignments and exams.** Docx files (Word) are not accepted.

(B) Effort Needed

We expect you to make an "honest effort" to complete the program. This may be new and difficult for you because you have to be organized and push yourself to work independently without the camaraderie of other students in a typical classroom.

DO NOT EXPECT TO BE "SPOON FED". You are expected to work independently and solve your own problems. You will of course be guided by your instructors, and our mission is to help you complete the program successfully.

Get organized. You know you will have assignments, work to be delivered, reading materials, correspondence and the like. Get your computer organized with appropriate folders for each course, so that you can find the material you need at any time.

(4) About Textbooks and Literature Searches...Some Tips

As new students may soon discover, we do not use a lot of hard cover texts in our course presentations. Some courses may be text based, and we use some terrific sources. But for our other courses, there are several reasons for this, one of which is that primarily we try to save our students cost.

Of course, not having texts for many of the courses, makes it a lot harder on our faculty who have to guide you to other resources, and also makes it harder on you students who are required to actually do some digging to reach key knowledge for your chosen program.

During your course of study here, you must be able to master searches of the literature and reference works appropriate to your course of study. If you do not know how to conduct an internet search for Christian materials, please search "how to search Christian literature" or "how to search biblical archaeology literature" and obtain some guidance on this. Your mastery of this is not only needed now, but will be required when you get started on your future careers, whatever they may be. These suggestions are not meant to be comprehensive instructions to how to do biblical literature searches.

Lastly, as we said, don't just expect us to give you a text that you can read and replay back to us. **You will have to search for and find your own answers. This is how to really acquire knowledge that lasts past an exam...**You are going to have to, with our guidance and encouragement, learn to master the techniques of literature searching...it is an art that will pay you dividends in the future.

(5) Grading and Grading Philosophy

The purpose of grading is to maintain a record of your achievement in completing the program for you to present for purpose of employment or otherwise.

Undergraduates must maintain a “C” average to remain in good standing.

Graduate Students in our Master of Divinity program must achieve a grade of “B-" or better in order to every Graduate level course. This equates to a 2.66 on a 4.0 scale, or 80 out of 100 points.

Letter Grades are awarded in each course to reflect the Student's performance. Letter Grades correspond to a Grade Point System as follows:

Letter Grade	GPA Scale	0-100 Scale
A+	**Honors**	**100-97**
A	4.00	96.9-93
A-	3.66	92.9-90
B+	3.33	89.9-87
B	3.00	86.9-83
B-	2.66	82.9-80
C+	2.33	79.9-77
C	2.00	76.9-73
C-	0	0
D and F	0	0

We do not grade on a bell shaped curve. Each person is graded on his/her merit. Everyone can do well. If you make an honest effort to study and learn the material, you will be successful.

Promptness in completing homework, exams, and research papers is required. The failure to promptly turn in homework assignments, research papers, answers to exams by the designated due dates **results in an "F" score for that item**. Instructors and Mentors do not have the time to chase after students pleading for them to turn in their work. An "F" on any one item, depending on the weight given, most probably would result in a failure for the entire course, and hence our program.

Where a student has done well but fell down on one course, the Faculty considers on a case by case basis, whether a lower grade would be permissible, rather than to have to dismiss the student from the entire program. Our current policy is to permit the presentation of extra-credit work to correct subpar grades. However, this is reserved for special cases and is not routine. Permitting a student to correct every failing grade is not favored. A grade of "D" or "F" will result in suspension or dismissal from the **Master's program**; but may be accepted on a case by case basis for **Undergraduates**. The fact that we are a virtual institution does not also mean that sloppy, poor work indicative of a lack of study and effort will be acceptable.

As stated elsewhere, we want everyone to be successful and complete our program. If you make an honest effort to do so, you will graduate. An honest effort, of course, goes hand in hand with good results. We will meet you halfway, but you must also do the same.

Exams are handled by each instructor, and in most cases, may be in the format requiring the student to discuss important principles or to conduct literature searches relating to important principles. Grading may be done by AI. Some Instructors may use AI completely, while others may employ AI to assist in analyzing a student's work before making their own determination about a grade.

(6) Use of Artificial Intelligence and AI Agents by Students

At Nebra Sky, we believe that AI should be used to develop deeper and better organized exam answers, and to assist in researching topics in biblical archaeology, early Christian history and so forth. Because it is very important that students learn how to use AI, for some courses, the use of AI will be required. At Nebra Sky, it is believed that AI should be used fully to advance the Glory of God.

(7) Tuition And Other Costs

Bachelor Of Theology:
$2950 USD per year with Payment Plan

Master of Divinity
$3750 USD per year with Payment Plan
or
$3400 USD Advance Payment Per Year

2-Year Dissertation-Only Ph.D.
$3750 USD per year with Payment Plan
or
$3400 USD Advance Payment Per Year

Our tuition costs are kept to an absolute minimum. When payments are made by a student, contracts are initiated with faculty, as most of our faculty are part-time adjunct faculty. We believe that our tuition is lower than for other programs, either based on an annual cost or by credit. **Before making any payment, please be sure you want to commence the program, because refunds are limited.**

Tuition fees include ALL textbooks and other learning materials. You will not have to pay anything further for your education. Normally, students elsewhere have to pay about $500 per course for texts, which amounts to $1500 per term, or up to $4500 additional per year. We eliminate all costs for textbooks and learning materials, except for occasional “lab fees”, see below. Textbooks are supplied to students free in PDF form. So please keep in mind that our fees include all learning materials as well. All tuition fees include a no interest payment plan as well as a discount for advance lump sum payment.

(1) Application Fee: **NONE-** Please feel free to apply at any time.

(2) Graduation Fee: $350 USD. Billed after program completion, this fee covers preparation and distribution of Graduation Package, including preparation of the final Academic Record, calculation of GPA, finalization of permanently available Transcript online, Instructions from Staff concerning issuance of final papers, creation of Degree certificate in pdf and jpeg form. **For an additional fee of $250 USD**, we will send oyu a framed copy of your Degree printed on high quality photo paper and framed in the traditional beaded mahogany frame. **These are non-refundable items.**

(3) Bachelor of Theology Degree Program: **$2950 USD with Payment plan** [$1200 USD initial payment; 7 monthly payments of $250 USD.] Third Academic Year of 8 months is billed at $2225.00. **Students that take longer than 2 years 8 months for this program will be charged additionally.** In some situations, where a student has some loose courses, due to disruption of the program or otherwise, we may at our discretion bill at $500 USD/course. This section is not meant to create any right to any "self-paced" program. No "self-paced" program is offered. If a student student pays the initial deposit of $1200 prior to the due date established for each Start Date, a full refund can be issued. The Start Dates and Tuition Deposit Due dates are: January 1, Tuition deposit Due November 30. May 1, Tuition deposit Due March 30. September 1, Tuition deposit Due July 30. "Payment" means received into the Nebra Sky account, not when sent or wired by the student.

(4) Master's Degree Programs: $3750 USD with payment plan [$1350 USD down payment at enrollment, and 8 monthly payments of $300 USD thereafter]; or $3400 USD advance lump sum payment. A partial refund of an annual lump sum payment may be made depending on how far along the planned student course portal is to completion.

(5) Dissertation-Only PhD program: $3750 USD with payment plan [$1350 USD down payment at enrollment, and 8 monthly payments of $300 USD thereafter]; or $3400 USD advance lump sum payment per year, if dissertation period greater than 1 year. Otherwise full $3750 USD required for dissertations that can be finished within 1 year. **[However, no payment is due until pre-planning prior to Acceptance is completed, and your basic thesis topic and proposed scope of work is approved, which may take 1-2 months].** A partial refund of an annual lump sum payment may be made depending on the circumstances.

(6) Student Re-instatement Fee: $500 USD per time. This fee is **applicable** to students being reinstated after any suspension for non-tuition payments, in case of an academic suspension, or after any withdrawal or interruption. **This fee is non-refundable.**

(7) Texts and Other Learning Materials: Included in tuition cost above. However, some occasional nominal lab fees estimated at less than $300 per term may be required. See Below.

(8) Lab Fees: Nominal lab fees may be required for one or more "lab" type courses in some programs or for subscriptions to AI content creators, AI agents, use of AI, and certain specialized biblical archaeological research sources. These are estimated to be $0-$300 per term. **As these are paid to third parties, they are not refundable by the College.**

(9) Additional Supplies or Subscription Costs for Dissertation Students: Although not a required to go outside our program, any costs incurred by a doctoral student outside of our program relating to completion of the dissertation, such as video costs or otherwise, must be paid for by the student. Please note that the majority of dissertations are "review" type articles, books, videos, or otherwise that do not require any additional costs. Manuscripts may be published by the College at no cost to the student, for distribution and sale through the Monastery Library and Bookstore.

(10) Recommendation Letter: $200 USD per letter, no hard copies issued, only digital delivery via email or via receiving institution link. The Registrar's Office will select who can issue a recommendation letter based on Faculty availability. **This is a non-refundable item.**

(11) Change of Your Email Address: $300 USD. This is a non-refundable item, and is a necessary cost due to our administrative time in changing your records and notifying instructors.

(12) Additional Administrative Expense: Additional fees, charged at $100 USD per unit, will be incurred by you if we are asked by you to search/deliver some document, correspondence, and the like, which was already forwarded to you. The Nebra Sky is not the repository of your work, your communications, your Professors' communications with you. It makes it tough for everyone when a student cannot find this or that, and we have to search our records on your behalf. **This costs us money and time and must be offset by your paying additional charges and are non-refundable.**

Of course, accidents happen, and maybe you erased/deleted something that you really need. If so, we are happy to help, but an additional charge will be incurred. Please try to carefully maintain your own files, folders, and materials.

(8) STUDENT REFUND AND CANCELLATION POLICY

Nebra Sky Monastery and Divinity College maintains an equitable prorated refund policy applicable to all enrolled students.

1. Full Refund during 5 days after payment of tuition downpayment of lump sum payment.

Nebra Sky bills annually and not by time or credits. There is a payment plan each year requiring a down payment, or at the student's election, a discounted lump sum payment. Nebra Sky will refund 100% of tuition charges if the student changes his/her mind or withdrawal takes place within five (5) calendar days of making the first payment due for each year. The student may simply notify us by email. This applies as well in any subsequent program years for which a student has made a down payment: the student may obtain a full refund of that payment by notice within 5 days.

2. Cancellation Before Commencement of Studies

A student who cancels enrollment before the first scheduled day of the applicable course, term, program, or enrollment period shall receive a refund of 100% of all tuition and institutional charges paid for that enrollment period.

Because academic participation has not commenced, no academic grade or academic credit shall be recorded for the canceled enrollment.

3. Withdrawal After Commencement of Studies

A student who withdraws after commencing studies shall be entitled to a prorated refund based upon the portion of the applicable enrollment period that remained uncompleted as of the student's official withdrawal date.

The College shall calculate the amount of tuition earned by the College according to the following formula:

Percentage Completed = Number of scheduled instructional days or weeks elapsed through the withdrawal date ÷ Total scheduled instructional days or weeks in the applicable enrollment period.

The College shall retain only the corresponding earned percentage of tuition and institutional charges.

The student shall receive a refund of the unearned portion of tuition and institutional charges previously paid.

For example, if 25% of the applicable enrollment period has elapsed as of the student's withdrawal date, the College shall be entitled to retain 25% of the applicable tuition and institutional charges, and 75% of the amount paid shall be refundable.

The same prorated methodology shall apply without regard to the student's reason for withdrawal.

4. Determination of Withdrawal Date

For a student providing written notice of withdrawal, the withdrawal date shall ordinarily be the date on which the College receives the student's written notice of withdrawal.

If a student ceases academic participation without providing written notice, the College may determine the withdrawal date from the student's last documented academically related activity or other reliable institutional records demonstrating when the student ceased participation.

Administrative withdrawals shall be subject to the same prorated refund calculation applicable to voluntary withdrawals.

5. Refund Payment

Any refund due to a student shall be calculated promptly following determination of the student's withdrawal date and shall be issued within thirty (30) calendar days after the College determines the amount of the refund.

If the amount of tuition and institutional charges earned by the College as of the withdrawal date exceeds the amount previously paid by the student, the student remains responsible for the unpaid earned amount.

6. Students Receiving Federal Financial Assistance

Nebra Sky Monastery and Divinity College shall comply with all applicable federal refund requirements for any student receiving federal financial assistance.

If the College participates in a federal student financial assistance program to which the federal Return of Title IV Funds requirements apply, refunds and returns of federal student assistance shall be calculated and processed in accordance with applicable federal law and regulations, including the Return of Title IV Funds requirements generally contained in 34 C.F.R. § 668.22, as amended.

Where both an institutional refund calculation and a federal financial-aid refund or return calculation apply, the College shall perform each required calculation and comply with the applicable federal requirements concerning the disposition and return of federal funds.

Nothing contained in this provision shall be construed as representing that Nebra Sky Monastery and Divinity College currently participates in, or is eligible to participate in, any federal student financial assistance program unless such participation has been separately authorized.

7. Administration of Policy

This Refund and Cancellation Policy shall be published in the College Catalog and made available to students prior to enrollment.

Nebra Sky Monastery and Divinity College shall apply this policy consistently and equitably to all students and shall maintain records sufficient to document withdrawal dates, refund calculations, and refunds issued.

This policy is intended to comply with the fair consumer practice requirements applicable to Florida religious institutions, including Section 1005.04, Florida Statutes, and Rule 6E-1.0032, Florida Administrative Code, as applicable.

(9) Admission Requirements

Enrollment is limited: Simply meeting the technical requirements for enrollment does not guarantee admission. Your overall presentation, the number of applicants, as well as other subjective factors may play a role in determining if you are a good fit for our programs

Minimum Requirements for Consideration

- **Bachelors of Theology:** A High School Diploma, GED Certificate, or International Equivalent
- **Master of Divinity Degree:** An undergraduate degree issued by an acceptable college or university, or international equivalent.
- **Doctoral of Philosophy In Theology**: While an undergraduate degree issued by an acceptable college or university, might be considered for a superior student with a record of past writings within the religious context or other superior academic of faith-based achievements and contributions, for the most part, an applicant must possess a Masters Degree in a similar or related field of study. **No pre-application advisory opinions are given.**
- **See specific Programs for greater details:**

Bachelor Degree: https://nebrasky.org/wp-content/uploads/2026/08/BachelorCurriculumFlagship.pdf

Master's Degree: https://nebrasky.org/wp-content/uploads/2026/08/Final-MasterOfDivinity.pdf

Doctor of Philosophy Degree: https://nebrasky.org/wp-content/uploads/2026/08/FINAL-NebraSkyDissertation-OnlyPhD.pdf

(10) How To Apply

Please contact the College at admissions@NebraSky.org to apply.

(11) File Types, Large Files, and Transmitting in Your Work

PDF Files: As has been stated many times in our materials, ONLY PDF files (.pdf portable document file) are acceptable for any material you transmit to the College. PDF files are the global standard for collaborating and for transmitting material over various computer platforms and browsers.

Any work not in PDF format Will Not Be Accepted. Our faculty to not have the time to convert various file types that students send. You are required to convert all of your work to the pdf form. In some cases, you may have to scan materials and then convert to pdf form for transmission.

Images: When it is important to use an image, only JPEG image files (sometimes known as "jpg") should be used. A jpeg image can be inserted into a presentation, report, and the like, and then the entire report converted to PDF for transmission to Nebra Sky. Be careful of **image quality**. Image files less than 300 KB rarely convert well for a report and usually end up blurry. Blurry images ruin a report or an exam resulting in mark-downs. Try to use **large file sizes** if possible, try to modify to **increase resolution,** if taking a picture of your image as a screen shot, don't forget to **increase the brightness** of your monitor to maximum before taking the photo. Always try to enhance your images by increasing **sharpness.** Try to have software available that can get your images in great shape for presentation. You are learning how to present professional papers and reports!!

Large files: Over the course of the program, you will have occasion to send very large files. Large files can be a problem in that many email services limit file sizes to 25 MB, although the trend is toward larger 50 MB attachment sizes. Google Gmail permits up to 50MB. Your Instructor will guide you in this regard, but you as the student should understand the file size limitations of your email service, and think about how you would transmit large file sizes. For very large PDF files (over 25-50 MB), it may be necessary to "compress" your file to

make it smaller. Most computer systems are set up to do this, additional software can be obtained, and there are some free online services as well.

(12) Communicating With the Nebra Sky

Nebra Sky Monastery and Divinity College Inc.
411 Walnut St. #4387
Green Cove Springs, FL 32043

Email: Mailbox@NebraSky.org

Voicemail: 904-512-1320

Website: NebraSky.org

EMAIL TABLE

All General Inquiries	mailbox@NebraSky.org
Admissions Office for Admissions Matters	admissions@NebraSky.org
Billing Office	billing@NebraSky.org
Academic Records and Transcripts	records@NebraSky.org
Walter P. Drake, JD, PhD, Director	director@NebraSky.org

As digital internet offering, and as an virtual institution delivering educational courses over the internet, faculty and students may be separated by different continents, different time zones, and different schedules. Collaboration occurs via the internet. It is not useful to conduct any business by phone, and consequently, all communications with Nebra Sky are done by email and other messaging services like voicemail.

In an effort to commence and operate as a paperless endeavor, and to increase the efficiency of response, hard copy mail is discouraged. All business and educational matters should be conducted via internet, by using one of the email addresses listed above.

Necessary Attachments and Documents must be converted to Portable Document Format (.pdf) before sending. Photos may be sent as jpeg. NO OTHER FILE TYPES ARE ACCEPTED. Documents in Text Form (.txt) may be incorporated in the body of an email.

Our Email Address for any and all Inquiries is:

Mailbox@NebraSky.org

For routing purposes, please be sure that the Subject of your Email is clear and complete

(13) Transcripts and Form of Diploma

As to transcripts, we have developed a system that will allow you (or anyone authorized by you) to access your transcript online directly **at any time and at no charge**. Student transcripts will be published privately to the Web. Further information on this will be described in greater detail in due course.

Form and Text and Issuance of Degree:

Our degrees are issued by **Nebra Sky Monastery and Divinity College** upon the recommendation of the Faculty and Spiritual Advisor if any, and are in the usual form, and signed by appropriate Officers as per the following example:

****

Nebra Sky Monastery and Divinity College Inc.
St. Petersburg, Florida

Upon the Recommendation of the Faculty Has Conferred Upon

NAME OF STUDENT

the Degree of

Bachelor of Theology
With Concentration In Biblical History, Archaeology, and Christian Artifacts

or if appropriate:

Master of Divinity For Theological Professions (M.Div.)

or, if appropriate:

Doctor of Philosophy in Theology (Ph.D.)
Research Concentration:
Biblical History, Archaeology, Christian Artifacts, Sacred Texts, or Early Monasticism

With all Honors, Rights, and Privileges to that Degree Appertaining

In witness whereof the Seal of the institution and the signature of its Officials hereunto affixed on this _____day of _____, in the year 202_

Signed: Walter P. Drake, JD, PhD, Director of Nebra Sky Monastery and Divinity College

Signed : Acharaporn Drake, Registrar and Custodian of Records

Seal of Nebra Sky Monastery and Divinity College

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The Degree certificate is beautifully created in color in the approximate size 8 x 10 inches, using various fancy font styles. It is converted to the digital formats PDF and JPEG, and posted on the permanent records page for the student along with the student transcript. The Degree (and transcript) is available for free at any time by accessing the permanent student record page with the appropriate password. In this way, an original of the Degree is always available for printing in color by the student using a laser/inkjet printer or via a photo shop. In addition, it may be viewed or downloaded independently by any employer or other interested person to whom the student has given the password. **Framed hard copy degrees are available at an additional charge when ordered at time of graduation.**

(14) Academic Records Page

Nebra Sky has installed a new course content management system which is both revolutionary and elegant. Each student will have their own password-protected Academic Record Page, sometimes referred to as a Student Portal.

This will be your Go-To page for all your learning activities. On this page you will find your Curriculum, your Academic Record showing your Grades, the courses you may be excused from due to prior education, as well as the Links to each course Syllabus in our Library.

Once you are enrolled, you will be given our **Operations Manual** which will provide further details about how to conduct your studies.

Because the Dissertation-Only PhD program has no courses, there is no intital student portal, only a final Transcript prepared after completion of the program.

(15) Email Abuse and Other Improper Messaging

It is one of the great advantages of the online learning environment that students have convenient, unrestricted access to their Instructors. And likewise the Instructors benefit from the interaction as well. There is a far better opportunity for communications with Faculty in our online environment than can ever be achieved in a campus lecture hall with 300 or more students, taught by a professor who just wants to get out of there and get back to his/her

research lab. So we cherish this opportunity that we have and that can be afforded to our students.

Having said that, however, there are two areas of activity that may constitute "abuse" of the communications privilege: Volume of emails, and rude or disparaging messages.

(A) Volume: Many Adjunct Professors complain about email volume and that it not only detracts from handling their course duties, but that overall, answering emails leads to their spending significantly more time teaching an online course than for a campus-based course. On the other hand, students very much enjoy the instant access to their course instructors, and some like it so much, they email daily or even more than that with any and all ideas that pop into their heads! Sometimes is it hard to find a good balance.

As an online institution, we must strive for an excellent communication policy, particularly in practice. **We are all on the "honor system"** in that our Instructors must make themselves reasonably accessible, and our students must try to use email and other contact messages for important questions and interactions. We are not going to specify what volume of email constitutes "abuse", but for sure we can all probably agree that daily emails from students are not appropriate. If your email volume becomes too difficult to manage, your Instructor may notify you. Or you may find some of your messages unanswered.

(B) Rude or Disparaging Email and Messages: Rude or disparaging email and messages are not tolerated and will subject the student to immediate suspension or dismissal from our program **with no refund of tuition being made**. Feedback that may tend to make our program better, and legitimate constructive complaints are welcome, and can be addressed to either the Instructor for the course or to our central administrative staff. We will make every effort to answer such inputs. But name calling, lewd commentary, repeated complaining about our academic program, or any other inappropriate comments or messages are not welcome and will be dealt with by suspension and/or dismissal. As a faith-based student, you are a Christian scholar, and should therefore act as one.

(16) Suspension and Dismissal

We all have to recognize that sometimes "things" just don't work out. From our perspective, we want each and every student to complete our program, and go on to do great things in their careers to advance the Glory of God. We will try our best to help you get through our programs, which are not geared toward the geniuses among us but rather toward that student, even an average student, willing to make an "honest effort" to complete our program.

But life has a way sometimes of interfering with our plans. Students may find that changing circumstances make it impossible to complete the program. This could be due to changed financial circumstances, family obligations, time constraints, wrongful estimation of interest in the program, medical issues, or other unexpected events. So, we recognize that not everyone will in fact complete our program successfully.

Your unexpected events are not “excuses” for late tuition payments nor for poor academic performance or late exam/assignment submissions. This is what life is, and hence you need to best solve such issues before they impact you.

In addition to circumstances which arise not under the student's control, are those things related to performance and interaction with our program that may require suspension or dismissal. **Poor academic performance, failure to timely pay tuition or obtain learning resources, and rude or unpleasant emails, are the three main causes of Suspension and/or Dismissal.**

Respecting academic performance, a student must read and study the texts and other learning materials. You then have to demonstrate that have acquired an understanding of the material. And you have to do this in the context that this is a research-based monastery sponsoring scholarly educational programs, not a high school nor a career school. We do not grade on a bell shaped curve, but rather expect every student to achieve a passing grade in each course. If you will work at it, this will be achieved. But on the other hand, sloppy work, borderline effort, or worse, no effort at all, may, and most likely will, result in a Suspension or Dismissal.

(17) Four Year Limit for Completion

Any undergraduate student that has not completed our 2 year 8 month **Bachelor program** within 4 years will be considered to have abandoned the program. The student will be removed from the rolls of active students, and the Transcript will be finalized, recorded, and made available online.

The Four Year time limitation may be waived in appropriate circumstances such as for medical treatment, or in those cases where independent dissertation work is not yet completed but where clear and definite progress is shown. The burden is on the Student to show appropriate circumstances for waiver of the 4 year completion requirement, and all decisions in this regard are solely within the discretion of the Faculty. There is no appeal right.

(18) Problems

It is believed that most problems including complaints can be resolved between you and your Instructor. Don't hesitate to bring problems to his/her attention. **Don't let problems or concerns fester and become bigger than they should be. The Decision by your Instructor is final, with your Right to Appeal to the Director on any matter or grievance. The decision by the Director on any matter on Appeal is Final.**

We are in this together. It is a joint adventure. We want you to succeed and bring favorable commentary to our program.

If you are having any kind of problem or concern or complaint relating to any matter, you may also contact the Director at:

Walter P. Drake, Chancellor and Director
Nebra Sky Monastery and Divinity College

wpdrake@hotmail.com

(19) Required Consumer Disclosures

Information Regarding Compliance With
State of Florida Fair Consumer Practices in Education,
Florida Statutes Title XLVIII, Chapter 1005, Section 04
(As may be amended from time to time)

Additional information regarding the institution may be obtained by contacting the Commission for Independent Education, Department of Education, 325 West Gaines Street, Suite 1414, Tallahassee, Florida 32399-0400, Toll-free telephone number (888)224-6684

A. Mission: The purpose of the Nebra Sky Monastery and Divinity College is to serve as a center for religious scholars to conduct sacred research, to publish writings and papers to advance Christianity, and to issue Degrees based in Christian learning that reflect a completion of required education as defined by our Curricula.

B. Curriculums: Our three Curricula are fully detailed on our published website, and need not be repeated here. Please refer to the section "Online Faith Based Degree Programs" and click on the selected Curriculum Button on the main website, https://nebrasky.org . There is no "registration" nor any adding or dropping of courses. Every accepted student is automatically enrolled in every course in their program, upon paying appropriate fees.

C. No Campus: There are no physical facilities. All research, publications, and learning occurs online, as this is a distance education only institution.

D. Licensure: The Divinity College is exempt from licensure by the State of Florida as an independent private religious college, and is registered with the Commission for Independent Education, Florida Department of Education. Additional information regarding the institution may be obtained by contacting the Commission for Independent Education, Department of Education, 325 West Gaines Street, Suite 1414, Tallahassee, Florida 32399-0400, Toll-free telephone number (888)224-6684

E. Tuition and Other Costs are fully detailed in Section 7 above.

F. Refund Policy is stated at Section 8 above.

G. Transfer of Credits: The transferability of any courses or credits to any secular or other religious oriented institution is unknown. It is likely that no transfer of credits could be achieved when seeking to transfer to a secular college, such as the University of Florida or other State colleges and universities. Transfer of any credits to another religious based institution would be up to the institution, over which we have no control. If the transfer of credits might be important to you, Nebra Sky may not be the best choice for you.

H. Acceptance of Transfer Credits from Other Institutions: The request to transfer credits from another institution to Nebra Sky is handled on a case by case basis. Please keep in mind that since our Bachelor Degree program has no general education requirements, it is unlikely a student from a secular college or university would have many courses similar to Nebra Sky, and hence qualify for any credits. Generally speaking, students who already possess an Associate of Arts Degree elsewhere are favored for consideration.

I. Admissions Criteria: Acceptance is based on the quality of the applicant as may be shown by prior educational history, transcripts, career trajectory, and past writings or service., and application presentation. **Enrollment may be limited: Simply meeting the technical requirements for enrollment does not guarantee admission. Your overall presentation, the number of applicants, as well as other subjective factors may play a role in determining if you are a good fit for our programs as well as whether there is evidence that you can complete our programs successfully.**

J. No Financial Assistance: Nebra Sky does not offer any financial assistance, scholarships, or student loans. We keep our costs as low as we can so that students, particularly at the Bachelor level, may obtain a Bachelor degree at an affordable cost. Nebra Sky does not participate in any federal or State scholarship or loan programs. We are not a participant in Free Application for Federal Student Aid (FAFSA) form at Federal Student Aid: http://www.fafsa.ed.gov/ . We are not a participant in any military or VA benefits or tuition loand or tuition payments. Our tuition, with a payment plan is very low, and affordable by most everyone. We are too small an institution to handle any additional paperwork that various federal agencies may require.

K. No Emplyment Placement Service: Nebra Sky offers no employment placement services.

L. Degrees Not Accepted for Licensed Professions. No degree issued by Nebra Sky Monastery and Divinity College, nor any courses completed, may be used for any foundational education nor for any consideration for any State licensed occupations, or any occupational licenses issued by other States. For example, our Bachelor degree does not satisfy any educational requirement to become a nurse or physician. However, completion of our Master of Divinity program does qualify the graduate to serve in executive positions in ministry and churches, as well as to lead whole congregations. Whether or not your credentials are considered depends on the policies and requirements of the subject church or other employer.

M. No Accreditation. As a newly formed educational institution, Nebra Sky is not accredited. In due course, application to accreditors specializing in faith based education will be applied for.

(19) Faculty

Walter P. Drake, Chancellor

Dr. Drake holds doctoral degrees in Naturopathic Medicine (ND), Stem Cell Medicine (PhD), and Law (JD). His desire is to devote himself to advancing the glory of God by creating the go-to authoritative Library and Bookstore for the distribution of books, treatises, and videos concerning Biblical Archaeology and Christian Artifacts. He will lead a newly assembled and spiritually qualified Faculty in presenting the Nebra Sky educational curriculum.

End of Catalog and Student Guide

Come Join Us!!

See Addendum Below for Additional Required Disclosures

NEBRA SKY
MONASTERY AND DIVINITY COLLEGE

(20)Addendum to Catalog and Student Guide
For Distribution to Every Student at Time of Application

A. Total Costs and Fees for Each Program

Bachelor of Theology Degree:

Tuition: $2950 USD per year x 2.7 years = $7965 USD
Graduation Fee: $350 USD

TOTAL Intended and Expected charge: $8315 USD

Possible additional charges:
- **Student Reinstatement Fee $500 per time**
- **Lab Fees paid to third parties Including AI subscriptions: $0-$300**
- **Recommendation Letter: $200**
- **Change of Email Address: $300**

Master of Divinity Degree:

Tuition: $3750 USD per year x 1 years = $3750 USD
Graduation Fee: $350 USD

TOTAL Intended and Expected charge: $4100 USD

Possible additional charges:
- **Student Reinstatement Fee $500 per time**
- **Lab Fees paid to third parties Including AI subscriptions: $0-$300**
- **Recommendation Letter: $200**
- **Change of Email Address: $300**

2-Year Dissertation-Only Ph.D.

Tuition: $3750 USD per year x 2 years = $7500 USD
Graduation Fee: $350 USD

TOTAL Intended and Expected charge: $7850 USD

Possible additional charges:

- **Student Reinstatement Fee $500 per time**
- **Lab Fees paid to third parties Including AI subscriptions: $0-$300**
- **Recommendation Letter: $200**
- **Change of Email Address: $300**

(B) STUDENT REFUND AND CANCELLATION POLICY

Nebra Sky Monastery and Divinity College maintains an equitable prorated refund policy applicable to all enrolled students.

1. Full Refund during 5 days after payment of tuition downpayment of lump sum payment.

Nebra Sky bills annually and not by time or credits. There is a payment plan each year requiring a down payment, or at the student's election, a discounted lump sum payment. Nebra Sky will refund 100% of tuition charges if the student changes his/her mind or withdrawal takes place within five (5) calendar days of making the first payment due for each year. The student may simply notify us by email. This applies as well in any subsequent program years for which a student has made a down payment: the student may obtain a full refund of that payment by notice within 5 days.

2. Cancellation Before Commencement of Studies

A student who cancels enrollment before the first scheduled day of the applicable course, term, program, or enrollment period shall receive a refund of 100% of all tuition and institutional charges paid for that enrollment period.

Because academic participation has not commenced, no academic grade or academic credit shall be recorded for the canceled enrollment.

3. Withdrawal After Commencement of Studies

A student who withdraws after commencing studies shall be entitled to a prorated refund based upon the portion of the applicable enrollment period that remained uncompleted as of the student's official withdrawal date.

The College shall calculate the amount of tuition earned by the College according to the following formula:

Percentage Completed = Number of scheduled instructional days or weeks elapsed through the withdrawal date ÷ Total scheduled instructional days or weeks in the applicable enrollment period.

The College shall retain only the corresponding earned percentage of tuition and institutional charges.

The student shall receive a refund of the unearned portion of tuition and institutional charges previously paid.

For example, if 25% of the applicable enrollment period has elapsed as of the student's withdrawal date, the College shall be entitled to retain 25% of the applicable tuition and institutional charges, and 75% of the amount paid shall be refundable.

The same prorated methodology shall apply without regard to the student's reason for withdrawal.

4. Determination of Withdrawal Date

For a student providing written notice of withdrawal, the withdrawal date shall ordinarily be the date on which the College receives the student's written notice of withdrawal.

If a student ceases academic participation without providing written notice, the College may determine the withdrawal date from the student's last documented academically related activity or other reliable institutional records demonstrating when the student ceased participation.

Administrative withdrawals shall be subject to the same prorated refund calculation applicable to voluntary withdrawals.

5. Refund Payment

Any refund due to a student shall be calculated promptly following determination of the student's withdrawal date and **shall be issued within thirty (30) calendar days** after the College determines the amount of the refund.

If the amount of tuition and institutional charges earned by the College as of the withdrawal date exceeds the amount previously paid by the student, the student remains responsible for the unpaid earned amount.

6. Students Receiving Federal Financial Assistance

Nebra Sky Monastery and Divinity College shall comply with all applicable federal refund requirements for any student receiving federal financial assistance.

If the College participates in a federal student financial assistance program to which the federal Return of Title IV Funds requirements apply, refunds and returns of federal student assistance shall

be calculated and processed in accordance with applicable federal law and regulations, including the Return of Title IV Funds requirements generally contained in 34 C.F.R. § 668.22, as amended.

Where both an institutional refund calculation and a federal financial-aid refund or return calculation apply, the College shall perform each required calculation and comply with the applicable federal requirements concerning the disposition and return of federal funds.

Nothing contained in this provision shall be construed as representing that Nebra Sky Monastery and Divinity College currently participates in, or is eligible to participate in, any federal student financial assistance program unless such participation has been separately authorized.

7. Administration of Policy

This Refund and Cancellation Policy shall be published in the College Catalog and made available to students prior to enrollment.

Nebra Sky Monastery and Divinity College shall apply this policy consistently and equitably to all students and shall maintain records sufficient to document withdrawal dates, refund calculations, and refunds issued.

This policy is intended to comply with the fair consumer practice requirements applicable to Florida religious institutions, including Section 1005.04, Florida Statutes, and Rule 6E-1.0032, Florida Administrative Code, as applicable.

C. Exit Examination Requirements

NONE

D. Grade Point Average Required to Graduate

Bachelor of Theology: C-

Master of Divinity: B-

2-Year Dissertation-Only PhD: No courses, hence no grades.
[Published work or otherwise approved dissertation required]

E. Scope of Accreditation

None of the offered educational programs are accredited, and none of the courses or degrees may serve as any foundational coursework or meet any pre-requisites for any licensed profession.

End of Addendum Form