



## WELCOME TO THE A.C.E. WAY!

Thank you for inquiring about the A.C.E. program of learning. Our unique approach to education makes us the leaders in personalized, quality learning materials.

Doulos Education Enterprises under the authorization of Accelerated Christian Education Inc. (A.C.E.) and Accelerated Education Enterprises (A.E.E.) provides pre-primary to secondary academic program that combine the traditional one-roomed school with completely individualized, diagnostically-prescribed learning.

**Teaching them how to live, not just how to make a living!**

MATHS  
ENGLISH  
SCIENCE  
ACCOUNTING  
ECONOMICS  
ART



CHARACTER  
INCLUDED





## OUR UNIQUE APPROACH TO EDUCATION

- Bible-based
- Individualized
- Biblical Values
- Character Building
- Critical Thinking Skills
- Goal Setting
- Mastery-based
- Diagnostic Testing
- Academic Excellence
- Academic Prescription



## BENEFITS OF USING THE A.C.E. PROGRAMME

When you choose Accelerated Christian Education, you get more than an organization that just sells curriculum. You get a Christian team of professionals who are committed to supporting all your educational needs. Being part of not only a Nigerian family but also the A.C.E. international family, definitely has its privileges and rewards. Included in these benefits are the following:

1. The use of quality and Biblically-based Learner and Teacher Support Materials (LTSMs), including the **Package of Accelerated Christian Education (PACE)** curriculum and supporting materials available from our local Distribution Centre in Jos.
2. Doulos with the support of A.E.E. and A.C.E. has a committed Curriculum Development department that is continuously developing and updating LTSMs to meet the requirements of the Ministry of Education in Nigeria and in order to stay on the cutting edge of education.
3. Doulos will keep you in touch with current educational issues and developments through the Accelerator (our quarterly school magazine), Alerts (email communication), quarterly regional meetings and annual Educators' Conventions.
4. Government liaison by professional staff at Doulos undertaken on your behalf.
5. Provided the Graduation Handbook guidelines are adhered to, you have the wonderful privilege of having your learners graduate on the A.C.E programme in Nigeria. This certificate may allow learners access to universities of technology, colleges, and leading Nigerian and international universities based on merit and individual institutional requirements. *(See Graduation Handbook for more details.)*
6. In support of the schools, Doulos will set up EduZone offices in different regions for customer support based on need and feasibility. Each EduZone Manager is either running, or has run, a successful school. Not only are they highly qualified, but they are also dedicated Bible believers.





7. Doulos Education Enterprises holds regular regional meetings throughout the country. Pastors, Principals, Supervisors, Monitors and other interested parties attend these meetings. They serve to inform the schools of any new materials and procedures which A.C.E., A.E.E., or Doulos may have received or developed, as well as in-service staff training, sports co-ordination, fellowship, and business. Attendance at these meetings forms part of the minimum requirement for operation of the A.C.E. program in Nigeria.
8. Christian Educators' Conventions are held annually in the various centres around the country, and are attended by educators involved in the A.C.E. program. It is a time for refreshing and reviving ideas, and for encouraging educators in the continuation of educational excellence.

## HOW DO I REGISTER MY SCHOOL TO USE A.C.E.?

### 1. CONTACT

Arrange a meeting with a representative of Doulos Education Enterprises who will assist you with the requirements for registration.

### 2. REGISTRATION WITH THE MINISTRY OF EDUCATION

Legislation requires that every school be registered with the Ministry of Education in its state. Please enquire with your local Ministry of Education as to the specific requirement for your school. The Ministry will take into account the school's location, choice of venue and facilities available.

When submitting your application form, please include proof of your application for registration with the relevant Ministry of Education. These documents are required for the approval of your application with us. Should you require any assistance with the completion of the application, please contact the Doulos Distribution Centre.

*Note: All schools outside the borders of Nigeria will need to ensure that they meet all the requirements as set out by their country's Department of Education.*

### 3. DRAW UP A CONSTITUTION FOR YOUR SCHOOL.

A draft constitution is included in this pack to assist you in drawing up your own.

### 4. REGISTRATION FORMS

Complete the Doulos registration forms and submit these to our Office for recommendation. An administration fee is payable to Doulos Education Enterprises on submission of application.

### 5. STAFF QUALIFICATIONS

#### ▪ PRINCIPAL

It is essential that your school has a qualified educator as a Principal.

#### ▪ EDUCATORS (SUPERVISORS)

Your Learning Centres will require qualified educators to serve as supervisors.

#### ▪ MONITORS

These are paraprofessional parents or helpers who have completed the A.C.E. Monitors Training Course and assist the Supervisor in the Learning Centre. No qualifications are required. They must be competent in the English Language.





## 6. TRAINING

The Principal and the Senior Pastor/Administrator\*\* must attend the A.C.E. Administrators' Training Course in Jos. Bookings and any queries for training should be directed to Doulos Education Enterprises at 08035062123 or email [doulosede@gmail.com](mailto:doulosede@gmail.com). Doulos offers a small discount for training the two administrators, provided that they complete their training within a year of turning in the registration forms.

*\*\*Refers to the Senior Pastor of the church if the school is a church school or the Board Chair or the Proprietor if the school is an independent non-church school.*

All other educators (Supervisors) and Monitors will be required to complete the A.C.E. Supervisors' and Monitors' training course **prior** to the opening of your school. Our office can give you the training course dates.

## 7. INITIATION FEE

An initiation fee is payable to Doulos Education Enterprises before you attend the training. This fee includes training for the Principal and Senior Pastor or Administrator, a resource kit and registration.

## 8. NEW SCHOOL INITIAL ORDER

Once you have completed the training and everything is in place for your new school, you will need to place an initial order for the necessary items to get your school going. Someone from the Doulos Office can assist you with this order.

## 9. PRESCHOOL PROGRAMME

The Preschool with Ace and Christi Programme has step-by-step instructions that are easy to follow. This programme perfectly complements the ABC's with Ace and Christi Learning to Read Programme and helps to develop the necessary skills before a child begins to learn to read. The programme includes Bible Stories, Scripture Memory, Christian Character Traits, 2000 activity pages and more.

Before commencing with the Preschool Programme, it is essential that you purchase the Preschool with Ace and Christi Kit.

## 10. ABC'S PROGRAMME

The ABC's with Ace and Christi Learning-to-Read Programme is used in the first 15-18 weeks of Grade 1. This programme has two daily instruction manuals for the teacher to follow. The ABC's programme uses phonics in teaching the child to read. It is structured for spiritual, physical and academic development.

## 11. DISTRIBUTION CENTRE

Learning materials called PACEs (Package of Accelerated Christian Education) are purchased from the Distribution Centre according to your requirements. There are 12 PACEs per subject per academic year in five major subjects. Purchases are made on a cash-before-dispatch basis, and details of the warehouse operating and ordering procedures are included in your Resource Kit.





## 12. FURNITURE

You will be required to equip your learning centre with the appropriate desks and scoring stations. *These are to be according to the A.C.E. requirements in the Administration Manual.* The Official furniture manual is available at <http://aceministries.com/training/?content=lc/furn>. They are simple constructions of plywood and could be made either by parents or a cabinet maker or carpenter.

Please contact the Doulos Education Enterprises for more information.

## VOCABULARY LIST OF TERMINOLOGY

### ABC'S WITH ACE AND CHRISTI

A phonetic reading programme teaching the basic reading fundamentals. This programme is used in the first 15 weeks of the Grade 1 year.

### ADMINISTRATION FEE

A fee payable to Doulos on submission of your application to start a school using the A.C.E.(NIG

### DIAGNOSIS

A process of determining a student's academic strengths and weaknesses by use of *diagnostic tests*. This testing assists a Supervisor in accurately placing a student in the curriculum on a performance level.

### INITIAL ORDER

This order must be placed by the school once it has been registered with Doulos and its staff members have been trained.

### INITIATION FEE

A once-off fee paid to Doulos to cover the training of two administrators [excluding the cost of transportation and accommodation], and three essential manuals, and a registration fee.

### LEVEL

The level of learning where academic mastery is possible (not based on chronological age).

### LTSMs

Learner and Teacher Support Materials. The LTSMs of A.C.E. are the PACEs that learners work in.

### MONITOR

A paraprofessional aide who checks goals, records attendance, observes students and files material.

### PACE

Package of Accelerated Christian Education material.

### PRESCHOOL WITH ACE AND CHRISTI

A complete preschool (Grade 0) programme leading into the ABC's with Ace and Christi.





### **PROMOTION COSTS**

The cost of advertising and promoting your church school.

### **RESOURCE BOOK**

A resource book for information not contained in a unit of curriculum.

### **SCORE KEY**

A booklet containing the answers to questions in PACEs.

### **SCORING STATION**

A counter at which the student checks the accuracy of his/her PACE answers.

### **STUDENT OFFICE**

A three-sided study area or student desk area designed to minimise distractions while the student performs academic tasks.

### **STUDENT CURRICULUM CHARGE**

A monthly PACE fee enabling the school to purchase PACEs for your children. This fee is determined by the school.

### **SUPERVISOR**

A professional staff member who meets the standards established by the school and the Department of Education, who answers academic questions and administers diagnostic tests and achievement tests.

### **TUITION FEES**

The amount, if any, determined by the Church or Board, which is charged to the parents for educating their children who attend the school.

