

U.S.
Extension
STUDENT
HANDBOOK

2023 – 2024



Equip faithful men and women for the work of the ministry by teaching spiritual truths, imparting biblical knowledge, providing practical ministry opportunities, and grounding them in the message of God's unconditional love and grace.

March 2023 Revision



Dear Student,

Jamie and I welcome you to Charis Bible College. We are so glad you are here. You are part of a very special miracle of God. We believe that through the ministry of Charis, the Lord will not only touch your life in a miraculous way, but that through you and your fellow students, the Lord will impact the nations of the world.

The most important thing you will ever do to prepare yourself for the work the Lord has called you to is to receive revelation knowledge of God's Word and then live it. Charis Bible College is uniquely designed to marry these two elements into a practical course of study and discipleship. Over the next year, you will experience some of the most anointed ministry and personal discipleship available. The Lord has some very special things in store for you.

We pray that the Lord will give unto you the spirit of wisdom and revelation in the knowledge of Him (Eph. 1:17) filling you with all the fullness of Himself (Eph. 3:14-19). We agree with you that the time you spend at Charis will be one of the most rewarding times of your life.

We are excited and ready. Together let's advance God's kingdom here on the earth (Mat. 6:10).

We love you,

Andrew and Jamie

Andrew & Jamie Wommack

TRANSFORMING LIVES, TRAINING LEADERS, AND CHANGING THE WORLD
CHARISBIBLECOLLEGE.ORG



Dear Student,

Welcome to Charis Bible College! We are thrilled you are here.


I firmly believe that God brings the right people to the right places at the right times. Therefore, I believe that God has brought you here for such a time as this to equip you for the purposes He has for your life. We champion your decision to invest in yourself and step into this season of preparation.

The Charis staff is here to prayerfully support you as you discern your calling and work to activate your dreams! We handpick instructors who have revelation from God, a love for teaching the Word, and a heart to help you succeed. Do not hesitate to reach out to them if you need help or a listening ear.

While you are at Charis, I pray that you will see God work in your life like never before, experience supernatural power over strongholds, and see victory over areas of your life that you thought were impossible to fix.

Raise your expectations. You created the space for God, and now He's going to fill it.

The best is yet to come!



Billy Epperhart



Dear students,

You are getting ready to embark on a life-changing journey.

Jeremiah 29:13 says, *"Seek me, and you will find me, when you search for me with all your heart"*.

You coming to Charis is truly a reflection of you choosing to seek the Lord. Now I commission you to do it with all your heart. Be here spirit, soul, and body each day with focus and intentionality. Determine that you will not be distracted, that you will do everything with excellence, and that no attack of the enemy can pull you away.

The Word is a seed, a powerful life-changing seed, full of supernatural power and possibilities. The secret of it producing a harvest in your life rests on the condition of your heart. We believe you are here because your heart has the ability to receive, not to be distracted or choked out by this world! Let the Holy Spirit truly be your guide this year, not only in receiving revelation, tending the soil of your heart, but also in applying every truth you receive.

Do this, and you will not only see radical transformation in your own life, but you will change the world. I promise!

A handwritten signature in black ink that reads "Carrie Pickett".

Carrie Pickett

Director of Charis Bible College Woodland Park

CONTENTS

CHARIS BIBLE COLLEGE LEADERSHIP	8
FALL SEMESTER.....	9
SPRING SEMESTER	9
SUMMER SEMESTER (Spring Enrolled Students Only).....	9
WELCOME TO CHARIS BIBLE COLLEGE	10
DEFINITION OF A CHARIS STUDENT.....	10
I. ATTENDANCE	11
A. Standard Class Hours – Fall and Spring Semesters	11
B. Attendance Grade	11
C. Attendance Exceptions	12
II. SERVING.....	13
A. Service Hours – Year 1 and 2.....	13
B. Mission Trips – Year 2.....	15
III. TESTS	15
A. Grading System	16
B. Online Testing	16
C. Test Results.....	16
D. Failed Tests.....	17
E. Missed Tests	17
F. Test Retakes.....	17
G. Essay Tests	21
H. Test Protocol for Charis Sponsored Mission Trips/GTC/etc.	21
I. Grade Corrections	21
IV. DISCIPLESHIP EVANGELISM GROUPS AND INTERACTIVE (IAG) HOURS.....	21
V. TUITION.....	22
A. Credit/Debit Card Payments.....	23
B. Refunds.....	23
C. Discount Policy.....	23
D. Tuition paid in Advance	23
VI. STUDENT CONDUCT.....	23

A.	Student Identification (ID) Badge.....	23
B.	Dress Code.....	24
C.	Worship	26
D.	Classroom.....	26
E.	Breaktimes.....	28
F.	Food and Drink.....	29
G.	Morality	29
H.	Soliciting	30
I.	Forms of Student Correction and Disciplinary Action.....	30
J.	Student Relationships.....	31
K.	Counseling.....	32
VII.	SPRING SEMESTER-START STUDENTS (<i>YEAR 1 ONLY</i>).....	32
VIII.	YEAR 2 MISSION TRIPS	33
A.	Student Selection for Mission Trips.....	33
B.	Mission Trip Requirements	33
C.	Mission Trip Conduct.....	33
D.	Mission Trip	34
IX.	VISITORS ON CAMPUS	35
A.	Children and Minors on Campus	35
B.	Dismissed Students.....	35
X.	CAMPUS SAFETY AND SECURITY.....	35
A.	Firearms and Weapons	35
B.	Emergency Evacuation.....	35
C.	Emergency Situations.....	36
	Information Needed When Calling PD/911.....	36
	Medical:.....	36
	Law Enforcement:	36
	Fire:.....	36
D.	Smoking and Drug Use.....	37
E.	Medical	37
XI.	CAMPUS POLICY	37

A.	ID/Lanyard Policy	38
B.	Building Stewardship.....	38
C.	Campus Safety, Access, and Use.....	38
D.	Inclement Weather	38
E.	Communication.....	38
F.	Small IAGs and Other Breakout Groups/Class Hours.....	39
G.	Local Church Attendance	39
XII.	Kansas City Requirements	40
A.	Charis Kansas City Student Handbook Addendum to Grievance Policy	40
B.	COMPLAINT PROCEDURE.....	40
C.	Charis Kansas City Record-Keeping	42
D.	Andrew Wommack Ministries	43
	STANDARD OF CONDUCT.....	44
	Statement of Faith & Doctrinal Statement	45

CHARIS BIBLE COLLEGE LEADERSHIP

ANDREW WOMMACK	-	PRESIDENT AND FOUNDER
BILLY EPPERHART	-	CHIEF EXECUTIVE OFFICER
ANDREW WERTZ	-	SENIOR VICE PRESIDENT
MIKE PICKETT	-	VICE PRESIDENT
CARRIE PICKETT	-	ASST. VICE PRESIDENT/DIRECTOR OF CHARIS WP
DEANNE GISSEL	-	DIRECTOR OF STATESIDE OPERATIONS
WANDA WATSON	-	REGION "A" DIRECTOR
JAMES BENNETT	-	REGION "B" DIRECTOR



2023 - 2024 ACADEMIC CALENDAR U.S. EXTENSION CAMPUS

FALL SEMESTER

August 26, 2023	9:00AM - 3:00PM
September 9, 2023	9:00AM - 3:00PM
September 23, 2023	9:00AM - 3:00PM
October 7, 2023	9:00AM - 3:00PM
October 21, 2023	9:00AM - 3:00PM
November 4, 2023	9:00AM - 3:00PM
November 18, 2023	9:00AM - 3:00PM
December 2, 2023	9:00AM - 3:00PM
December 16, 2023	9:00AM - 3:00PM

SPRING SEMESTER

January 6, 2024	9:00AM - 3:00PM
January 20, 2024	9:00AM - 3:00PM
February 3, 2024	9:00AM - 3:00PM
February 17, 2024	9:00AM - 3:00PM
March 2, 2024	9:00AM - 3:00PM
March 16, 2024	9:00AM - 3:00PM
April 6, 2024	9:00AM - 3:00PM
April 20, 2024	9:00AM - 3:00PM
May 4, 2024	9:00AM - 3:00PM

Graduation May 11, 2024

SUMMER SEMESTER (Spring Enrolled Students Only)

Summer Semester Begins	May 25, 2024
Summer Semester Ends	Aug 10, 2024

WELCOME TO CHARIS BIBLE COLLEGE

Welcome! The policies in this handbook are designed to help students succeed during their time at Charis. These policies are meant to help remove distractions and to create an environment of unity, so that students can focus on spiritual growth.

Students are required to follow all policies within this handbook and conduct themselves in accordance with them while enrolled as a student—both on and off campus, including summer break. Students are encouraged to take ownership of their success at Charis and to be proactive. The staff wants to help students who are struggling or falling behind, so students are encouraged to reach out to staff as soon as assistance or advice is needed.

Important Note:

It is impossible for any handbook to cover every single situation that may arise. If something isn't specifically mentioned, students should follow the heart and intent of these policies. If there is any doubt about a policy or the code of conduct, students should ask their Director for clarification. Students should not make assumptions or look for policy loopholes that may jeopardize their success at Charis. Director and Regional Director may amend, add, or clarify any policies if needed.

DEFINITION OF A CHARIS STUDENT

A student of Charis Bible College is one who has fully completed an official application, been accepted by the Registrar, completed the registration process, is current in payment of tuition, and has a picture identification (student ID) badge for the current school year. All students must also read and agree to follow the policies in this handbook.

Student status will continue throughout the academic school year until graduation, withdrawal, or dismissal. Charis students, as defined above, are subject to the policies found in this Student Handbook.

ACADEMIC POLICIES

The school year at Charis is divided into 2 semesters: Fall and Spring. Year 1 part time students who begin in the Spring semester will complete their Fall semester by attending the Summer Semester. Each student must successfully complete both semesters in order to complete the first half of year 1 in order to move on to the last half of year 1.

I. ATTENDANCE

A. Standard Class Hours – Fall and Spring Semesters

Hybrid Saturday School

On-Campus Saturdays
9:00 a.m. until 3:00 p.m.

*Summer School days/hours may vary

B. Attendance Grade

Sitting under the Word is what transforms lives at Charis. That is why there are strict policies for attendance and listening to every lesson. Sometimes students make major changes in their lives to attend Charis, but then lose focus in day-to-day life. These policies are intended to help minimize that.

Students are expected to be in class every Saturday hybrid school day for the entire year and are encouraged to make Charis a priority in order to get the full experience. Students are permitted to miss up to two Saturday hybrid class days each semester and still receive a passing grade in attendance.

The semester cannot be passed if a student has failed attendance (an attendance grade below 70%), so failing attendance will result in an immediate academic dismissal.

There will be an attendance grade for each semester. The attendance grade is intended to let students and staff keep track of absences and tardies in order to avoid dismissal.

Students are expected to sign in upon arrival in order to receive full credit for that day's attendance. If a student fails to sign in during the appropriate times, they will be counted absent for the day. Students that are up to 20 minutes late will be recorded as tardy. After 20 minutes the student will be considered absent. Students are allowed three tardies per semester and subsequent tardies will be marked absent. Being diligent about signing in is part of the student's grade.

By signing in, the students are giving their word that they were in class all of the class hours for that day.

- Students may not sign in for other students (or vice versa).
- Students may not skip entire class hours or portions of class hours, on or off campus, without an approved reason.
- Students may not use class time to purchase snacks or congregate in the hallways.

Situations may come up where a student needs to leave before the school day is over. Students need Director approval before leaving the building unless there is an emergency evacuation. Violating the attendance policy may result in disciplinary action, such as attendance grade point deductions, probation, dismissal, etc.

C. Attendance Exceptions

All absences should have a valid reason, but only some valid reasons are excused. Staying within the limit of two allowed absences per semester, while leaving room for unexpected situations, is the responsibility of each student. Exceptions will be extremely rare and only under very extenuating circumstances. In those cases, the validity of all absences and tardies will be looked at, not just the ones that were over the limit. As such, students should notify their Director as to the reason for every absence so that it can be documented and can be taken into consideration, if necessary, in the future.

Excused Late Arrivals or Early Departures

Excused late arrivals or early departures must be authorized by the Director and are only for limited situations that occur on a regular basis. Reasons for late arrivals or early departures must be verifiable and could include drop off times for school-aged children and conflicting work schedules. Students need to email the Director with the request and an explanation. The student will be contacted and informed if the

request has been approved or denied. If approved, the student's attendance record will indicate this exception.

Excused Absences

The only excused absences (no percentage deduction) are the following:

1. Bereavement leave for the death of an immediate family member (e.g., spouse, parent, sibling, child, member of household)
2. Jury duty
3. Temporary military duty (National Guard/Reserve)
4. Hospitalization that lasts more than 3 days
5. COVID

If students with children ever need to miss class to take care of their children, those absences can be excused **if** they are for an **approved reason** (e.g., children have the day off from school due to school closure or early release). Students must email the Director for the request to be considered. Approvals will be limited, and on a case-by-case basis.

Other absences due to work, family issues, doctor's visits, transportation issues, or trips **are not** excused. **An email to the Director by the student must be sent for a request to be considered.** Excused absences can only be approved by the Director.

II. SERVING

Serving is an important part of Charis' curriculum. Among many other benefits, it helps build community and gives an opportunity to put revelation into practice. This is why serving is part of the curriculum for both years.

There are different requirements in each year.

Types of Serving:

A. Service Hours – Year 1 and 2

Service Hours are a great way to serve classmates, guests, and the local community.

Some Service Hours are required to take place at official, on-campus events. Others may be off campus, at churches, ministries, or other qualified organizations. Service Hours are not maximums. Students are encouraged to serve beyond the minimum requirement, both on-campus and in the community. There is a minimum requirement because serving is an important part of the experience. Each school year has different requirements.

The requirements for Year 1 Hybrid School students:

- Full Time Students
 - 20 hours per semester
- Part Time Students (both Part Time A and B)
 - 10 hours per semester

The requirements for Year 2 Hybrid School students:

- Full Time Students
 - 10 hours in the Fall semester
 - No Service Hours are required in the Spring semester due to the Year 2 Mission Trip
- Part Time A Students
 - 5 hours in the Fall semester
- Part Time B Students
 - No Service Hours are required for a Part Time B student

Service Hour Policies:

Service hours are graded, and students who fail will face dismissal the same as with any other course.

The Service Hours Program is designed to help each Year 1 student discover and display a servant's heart of integrity, accountability, and faithfulness through volunteering, as these are important facets of discipleship. The Service Hours grade carries the same weight as a regular course. What qualifies as service hours, and how to submit completed hours, will be communicated during orientation.

Students will be allowed to complete their Service Hours requirement through an approved church, ministry, or non-profit, including various service opportunities at Charis Bible College and Andrew Wommack Ministries. Qualifying service is to be done under recognized supervision. Private, one on one Bible studies, praying with a fellow student, personal evangelism and other such ministry will not be counted.

Important Dates for Service Hours:

October 31st – 1st Semester Checkpoint

At least 30% of the required service hours for the 1st semester should be complete by this date.

December 20th – 1st Semester Deadline

All service hours for the 1st semester must be complete by this date. If they haven't been completed, the student will not complete the semester and will face dismissal.

February 28th – 2nd Semester Checkpoint (Year 1 and Year 2 Part Time A only)

At least 30% of the required service hours for the 2nd semester should be complete by this date.

April 21st – 2nd Semester Deadline (Year 1 and Year 2 Part Time A only)

All service hours for the 2nd semester must be complete by this time. If they haven't been completed, the student will not complete the semester and may face dismissal.

B. Mission Trips – Year 2

All Year 2 and Year 2 Track B students must go on a Year 2 mission trip in order to graduate. This is an important part of Charis' curriculum and is a great opportunity to put into practice what is being learned. The mission trips are to many different locations and involve various types of ministry.

For more details, see the section on Mission Trips on page 30.

III. TESTS

Tests are used to evaluate students' comprehension of the material.
All tests must be passed with a minimum score of 70%.

A. Grading System

A = 90 - 100%

B = 80 - 89%

C = 70 - 79%

D = 60 - 69% (failing grade)

F = 50 - 59% (failing grade)

B. Online Testing

Charis Bible College uses the Desire2Learn (D2L) website for online testing and to access course materials. D2L can be accessed by going to <https://charisbiblecollege.desire2learn.com>. Students will receive an email from Admissions to set up their D2L account; this email will include their unique username (**firstname.lastname**) and a link to set up a password.

A test schedule with open and close dates will be furnished by your Director. Students will have seven days to take the test. Once a test has been started, students have **90 minutes** to complete it.

Students can email the Director if they have any issues or questions regarding testing or the D2L website. Assistance with tests is not available 24/7, so waiting until the last available evening to take a test is not recommended.

Our online testing is based on the honor system. Students are expected to conduct themselves with honesty and integrity. Unless otherwise indicated, all tests are closed book, and should be taken without using resources of any kind, including class notes, the Bible, internet, other people, etc. Sharing test questions or answers with other students or creating study guides for others after seeing the test, is not permitted. Abuses of the honor system will be addressed and may result in probation or dismissal.

C. Test Results

Students can see their percentage grade in D2L immediately after taking the test. If the grade is below 70%, the test was failed. Students will also be able to see the

results of each question immediately after the test has been completed. If students need assistance to see their test results, they may contact their Director.

D. Failed Tests

If a student gets a failing grade on their first test attempt, they will automatically be given up to two more opportunities to retake the test within the original seven-day testing window. If the test is still not passed with a 70 or higher, a second seven-day testing window is permitted with up to three more opportunities to retake the test.

A third, and final, seven-day testing window may be opened after discussion with your director where you may be given up to three more opportunities to pass the test. At whatever point the test is passed with a 70 or higher, that passing grade is recorded and no more attempts are permitted.

If a student is struggling to pass a test, they are encouraged to ask their Director for help.

E. Missed Tests

Not taking a test during the original testing window in which it is assigned is considered failing that test. As stated above, all tests must be passed in order to continue at Charis or participate in promotion or graduation.

F. Test Retakes

Students will automatically be given two testing windows (each one a week long) with up to three opportunities to pass the test in each window. The first passing grade (70 or greater) will be recorded as the student's final grade. A Student cannot continue to take the test until they get a 100%.

Tests must be completed in the order the courses were assigned. Students are not permitted to proceed to the next course test until the assigned test is successfully completed.

A course schedule was provided to you. It is the responsibility of each student to know when their tests are due and to complete them on time. A "Work To Do" tool in D2L will assist and remind you of overdue or upcoming tests. Students are

encouraged to be proactive and contact their Director as soon as possible if they fall behind on a test or need help.

The testing window at the end of each semester may be shorter than the standard testing window. Students will be notified of any changes to the testing window and will be expected to complete all tests within the communicated window.

Managing your testing schedule and completing all tests within the first two open test windows displays your maturity and dependability. A student who repeatedly takes tests late will be contacted by their Director and a solution determined to help the student with taking tests in the allotted time frame. If the student is not able to comply, it could result in dismissal.

How “Work To Do” Works

You will see a new item on your home page. This will help you keep up to date with your exams.

The screenshot shows a student dashboard for the Dallas TX Campus. At the top, there are navigation links: "Browser Recommendations", "Student Handbook", and "Help - Hybrid". The main heading is "Dallas TX Campus". Below this, there is a "Work To Do" section with a dropdown arrow. Underneath, it shows the date range "September 6 - September 19" with a notification icon (a circle with the number 2). Two exam items are listed:

- Exam - Galatians
End Sep 10 • Galatians
- Exam - Introduction to the Bible
End Sep 17 • Introduction to the Bible

Two red callout boxes are present:

- A callout box pointing to the "Work To Do" section with the text: "Always 2 week window from today."
- A callout box pointing to the exam list with the text: "How many tests in the next 2 weeks."

Other elements on the dashboard include a "Hybrid Community" dropdown, a banner for "Fall Start Students BIBLE READING PLAN", a "CHARIS LIVE STREAM" section with "Praise & Worship: Monday and Wednesday 9 AM MT" and "Healing School: Tuesday 10 AM MT", a "CHARIS BIBLE STUDIES" section with "Connect with like-minded believers in your area", a "CHARIS DAILY LIVE BIBLE STUDY" section, and a "Ministry Service Hours Form" link.

The “Work To Do” will let you know of “Upcoming” exams as well as “Overdue” exams.

The screenshot shows a 'Work To Do' notification panel. At the top, it says 'Work To Do'. Below that is a section for 'Overdue' with a red circle containing the number '1'. There is one overdue exam: 'Exam - How to Get Along with People' due on Aug 26. Below this is a section for 'September 6 - September 19' with a red circle containing the number '2'. There are two exams in this period: 'Exam - Biblical Leadership' due Sep 9, and 'Exam - New Testament Survey I' due Sep 16. A button labeled 'Starts Sep 12' is located below the second exam.

If you select the “Work To Do” words, it will take you to a page that will show all Overdue and Upcoming exams.

If the exam has already opened, you can select the exam you would like to take from here.

Work To Do ▾

September 6 - September 19

2



[Exam - Galatians](#)

End Sep 10 • Galatians



Exam - Introduction to the Bible

End Sep 17 • Introduction to the Bible

You can select the test from here.

Quiz List ▸ Summary

Summary - Exam - Galatians ▾

Description

Note: This is a closed-book exam. You are not allowed to use your notes, the syllabus, and/or re-listen to lessons after beginning the test.

You are not allowed to share answers with other students. As a reminder, you are required to listen to all the lessons in the course.

Details

Current Time

11:15 AM [Update](#)

Current User

Paula Aguilar (username: Paula.Aguilar)

Quiz Period

Available on Sep 2, 2022 12:01 AM until Sep 10, 2022 11:59 PM

Time Allowed

1:30:00

Attempts

Allowed - 3, Completed - 0

You can start your exam here.

Instructions

Before you submit the quiz, you will have the opportunity to return to questions that you may have missed or have not yet answered. Once the allocated time period that was set for this quiz expires, you are required to submit your quiz responses.

Note: Any responses entered after the time limit expires will not be submitted.

[Get Started!](#)

[to begin attempt 1.](#)

[begin until after the set up process is finished.](#)

G. Essay Tests

Some courses require a paper or essay to be written for the final grade instead of a standard multiple choice or true/false test. The deadline to submit these papers/essays is the same as it is for regular tests; they are due the following Monday (after the course ends) by 11:59 p.m. Any exceptions to the deadline will be decided by the Director.

The Director will also communicate if the papers/essays must be submitted in D2L, by email, or by turning in a physical copy. Students who fail to turn in their papers during the established test window will be subject to the \$15 test reopen fee and a 70% maximum grade as previously stated.

No test will be made available to any student before the scheduled date of the test.

H. Test Protocol for Charis Sponsored Mission Trips/GTC/etc.

Students who participate on a Charis sponsored trip (e.g., Year 2 Mission trip, GTC, Mardi Gras, or other school sanctioned trip) must listen to the audio files of the lessons they missed and will have full grade potential. The tests are still closed book. Any makeup tests will be on D2L in the Work to Do section.

Any tests that are not taken during the dates that have been established will be subject to the standard test retakes protocol.

I. Grade Corrections

If students have questions or concerns regarding grades they received on a test, they may email the Director. Every effort will be made to respond within two business days of the inquiry.

IV. DISCIPLESHIP EVANGELISM GROUPS AND INTERACTIVE (IAG) HOURS

Year 1 students will also have Discipleship Evangelism Groups (DE Groups). DE Groups is a class and is graded. It consists of reading three DE lessons in advance

and discussing them as a group. Students must read the assigned lessons before each session.

Year 2 students have Interactive Groups (IAGs) throughout the year. IAGs are a graded class. Some tasks require preparation outside of class hours.

During interactive hours, students will often not be in their normal classroom. The location of their group will be communicated in advance.

GENERAL POLICIES

V. TUITION

All students will be billed at the beginning of each semester for the entire semester.

For students who choose to pay monthly, tuition is due on the 1st calendar day of each month. There are four monthly payments each semester – September through December and January through April. (In the Fall semester, the monthly payment for September is due at registration.)

For Year 1 students who enroll in the Spring semester, monthly payments will begin during registration (for January) and run through August.

The monthly tuition payments are divided evenly over this period of time. It is not related to the number of class days in each month. Regular, monthly tuition payments will continue through the breaks during the school year.

There is a grace period until the 10th of the month for late payments. Students who will not be able to pay by the 10th should contact their Director as soon as possible. If the tuition for the calendar month is not paid in full by the 10th of that month, the student must turn in his/her lanyard and student ID badge to their Director.

If tuition is paid before this final deadline, the student's lanyard and ID badge will be returned.

Students with unpaid financial obligations (including tuition, fees, and mission trip payments) will **not** receive a Certificate of Promotion, diploma, and/or license, nor will they be able to participate in any ceremonies. If late financial obligations are paid in full after the conclusion of the school year, a Certificate of Completion,

diploma, and/or license will be issued to the student. Students with unpaid financial obligations may not return to Charis as a student until these obligations have been paid.

Students who withdraw or are dismissed from school are responsible for paying their past due tuition, fees, and mission trip balances.

A. Credit/Debit Card Payments

Students may make payments by credit/debit card on Saturday hybrid school days or by calling their Director to make the payment over the phone. You may also set up automatic reoccurring payments that will run on the same day each month.

B. Refunds

Students who withdraw or are dismissed will be granted a tuition refund for all months that have not yet begun. All payments toward the mission fund (including donations) are non-refundable. If there is an outstanding balance due for your mission trip, any overpayment of tuition may be used to pay this missions balance.

C. Discount Policy

Course credits are applied against tuition during the month the course comes up in the schedule. Any other applicable discount will be applied at the end of the school year upon successful completion of the requirements, and therefore affect the final payment(s).

D. Tuition paid in Advance

Students may pay tuition in its entirety for the current school year they are attending. Any amount of Tuition for the following school year will not be accepted until the close of the current school year. This includes the Summer School program.

VI. STUDENT CONDUCT

A. Student Identification (ID) Badge

Each student will be issued one student ID badge and a colored lanyard. Students must always wear the student ID badge visibly around the neck while on any ministry property. This is a requirement. Going to class without a student ID badge or with a visitor's badge is not allowed.

Students without their ID badge (or one that isn't visible around their neck) can be stopped by any Charis staff member. Students are not allowed access to any ministry building without the student ID badge and lanyard. This applies to all on campus events.

Students who are dismissed or withdraw from school must turn in their student ID badge and lanyard.

Students may not deface, decorate, attach a nickname, or punch holes in the student ID badge or lanyard.

Procedure for students who arrive without their student ID badge:

1. Students will be given a lanyard to wear for the day
2. Students must pay \$30 to replace the lost or stolen student ID card/lanyard using a credit card

If the ID badge is lost, a new one may be purchased for \$30, using a credit card. If the old one is found, it must be turned in to the Director.

The new ID badge will become the official badge from that point forward.

B. Dress Code

Modesty and good taste are to be considered the principle for all students while on campus or at Charis/AWM functions. Casual dress that is clean and neat is appropriate for classes and daily campus activities. Ceremonies (e.g., Graduation, Banquet, etc.) and class pictures dictate more formal attire, but the modesty standards below still apply.

Students are not required to agree with all aspects of the dress code, but they are expected to adhere to them. It is important to have a standard for unity on campus.

Good personal hygiene is expected of all students. This includes daily bathing, clean

clothes, hair combed, use of deodorant, nice breath, etc. Clothing or bad hygiene should not be a distraction to other students.

As a general rule, clothing that is dirty, distracting, or revealing is not appropriate for school, on-campus activities, mission trips, or Charis related events.

Dress Code Policy:

- No hats (e.g., ball caps, cowboy hats, etc.) are to be worn in the building by men or women, with the exception of knit, ski type hats during the colder months, if they are close fitting and not a distraction.
- No spaghetti strap, tank-top, or strapless tops may be worn on campus or at any school related functions or events off campus, unless covered with a sweater, cardigan, or other shirt. Tops, shirts, and blouses must cover the shoulders.
- Wrinkle free, colored T-shirts may be worn, but may not contain any offensive wording or slogans. Button-up shirts, polo shirts and dress shirts are preferred. Plain white undershirts (T-shirts) are not appropriate for outer wear. No low-cut V-neck shirts should be worn by men or women.
- Shirts and blouses must be long enough to cover the midsection when hands are raised above the head.
- Pants/jeans must be worn at the hips and cannot have holes or rips that reveal skin underneath. They should also be free from stains.
- Overly tight pants for men or women are not appropriate and may not be worn.
- Leggings, jeggings (jean leggings), yoga pants, and any other skin-tight legwear are not considered pants and may not be worn without a skirt or dress of the appropriate length.
- Shorts or miniskirts of any kind are not to be worn. Skirts and dresses should be no shorter than 3 inches above the knee.
- Sweatpants or pajama pants may not be worn.

- Military uniforms and military styled clothing may only be worn by active-duty personnel.
- Clothing must not be revealing. Clothing deemed too tight or too revealing is not appropriate on campus or at other school functions.
- Appropriate footwear must be worn at all times. Toe shoes are not appropriate. Flip flops and sandals are permitted for women only, but more substantial footwear is preferred for safety reasons.
- Strongly scented perfumes, colognes or lotions are not allowed while in school. Many students have adverse reactions to such fragrances.
- If a student's attire doesn't meet the dress code, they will be asked to go home and change and they will be marked absent for the day. All Charis staff members are authorized to speak to students about inappropriate dress and/or hygiene, and students are expected to comply.

C. Worship

The desire at Charis is for students to be able to worship in an environment that is safe, free of distractions and enjoyable for students who come from many backgrounds.

- Dancing that requires extra space, including with flags, is only permitted where space is available and must be tasteful and respectful of others in the surrounding area.
- Running in the aisles, yelling, bull horns, inappropriate physical contact with others, loud noises, and other similar behavior is not appropriate.

D. Classroom

The following policies will help maintain an appropriate classroom atmosphere:

- Students should always be respectful to staff, instructors, and other students, and should not cause any disruptions during class time.
- Students should not interrupt the speaker with questions, comments, or to speak to the class unless invited by the speaker to do so.

This includes shouting from the seats or walking to the front of the classroom.

- Students must be in their scheduled class, Chapel, Worship sessions, or assigned breakout groups.
 - Students cannot be in any break areas, the Bookstore, the Café, another classroom, or roaming the halls during class time.
- Bathroom breaks should be taken during scheduled break times if possible.
- Students should not leave the classroom during a class hour unless there is an emergency, or their departure has been pre-approved by the Director.
- Students who sleep in class will be asked to leave and will receive an absence for that day.
- No saving of seats is allowed. Seating is on a first come, first served basis.
 - If a student has a special need that requires sitting in a specific location daily, they should contact their Director for assistance.
 - Handicap sections are reserved for students with a handicap or for special circumstances with prior approval from their Director.
- All devices should be off or silenced during class hours.
 - Use of headphones, ear buds, air pods, etc. are not permitted during class.
 - Cell phone use is not permitted during class time. If an emergency arises, please step out of class to attend to the issue and return to class as soon as possible.
 - Other electronic devices are permitted for note taking or to access course syllabi, Bible apps, or other course related resources.

- When using such items, students need to be aware of others around them and not disrupt their concentration.
- Internet browsing, watching movies, playing games, and social media are not permitted during class time.
- Audio recording devices for personal use are permitted but must not interfere with Charis filming or disrupt the instructor.
 - All equipment must remain with the student at their seat.
 - No video recording or livestreaming during classes is permitted.
 - Any audio recorded for personal use may not be publicly shared.
- Only authorized personnel may operate the audio, video, or lighting equipment.
- Students are not permitted in the sound booth, recording areas, backstage, or in any roped off area, unless officially approved.

E. Breaktimes

Hybrid School Class Hours and Break Times:

9:00 – 9:50 a.m.	First hour
9:50 – 10:00 a.m.	First break
10:00 – 10:50 a.m.	Second hour
10:50 – 11:00 a.m.	Second Break
11:00 – 11:50 a.m.	Third hour
11:50 – 12:00 p.m.	Third break
12:00-1:00 p.m.	Lunch
1:00 – 1:50 p.m.	Fourth Hour

1:50 – 2:00 p.m. Fourth Break

2:00 – 3:00 p.m. Fifth hour

F. Food and Drink

Classroom

- Eating is permitted during the designated lunch time.
- All beverages must be in a covered, non-spill container to be allowed.
- Glass containers are not allowed.
- There should never be any evidence of food, drink, or trash. It is the responsibility of each student to throw away their trash. If drinks or food, including containers, are left on the premises after school, they will be discarded.

G. Morality

Charis Bible College Students are expected to conduct themselves in accordance with the Student Handbook while enrolled as a student—both on and off campus, including summer break.

Immoral behavior, sexual activity outside of marriage or unmarried co-ed living/overnight stays, drunkenness, illegal drug use (including use of marijuana), abusive or threatening talk or behavior, disrespectful or rebellious attitudes, continual rule breaking, or conduct deemed dangerous to others will be grounds for correction, probation, and/or dismissal.

While marijuana is now legal in Colorado, it is considered unacceptable drug use by Charis Bible College and its use on or off campus is deemed grounds for dismissal.

Spreading doctrine that contradicts or goes against Charis' doctrinal statement and statement of faith is not allowed. Charis is a learning environment and asking

questions and looking into various topics can be part of the learning process. However, it is not appropriate to try to undermine or teach against the doctrines in Charis' statement of faith and doctrinal statement (See pages 37-40). Agreement with them is a prerequisite for being a Charis student.

H. Soliciting

Students are not permitted to solicit business or money while on campus or in the community.

Student-initiated offerings may not be taken for any reason.

Personal business (e.g., multi-level marketing, clothing sales, etc.) may not be conducted during school hours. Students are not allowed to promote a business with students or staff while on campus.

Flyers or pamphlets of any sort (whether ministry, business, housing, etc.) may not be passed out or left in the building or on cars. All flyers and other kinds of advertisements must be submitted to the Director for approval prior to being posted/distributed.

I. Forms of Student Correction and Disciplinary Action

- Verbal Warnings: The Director may speak to a student and bring correction when needed. Students are expected to respect all staff but may bring concerns over any incident to the Regional Director.
- Written Warnings: The Director may give formal written warnings to students. These may include requirements which must be followed to avoid probation and/or dismissal.
- Probation / Final Warning: This usually follows inadequate response to verbal and/or written warnings (but not always). The Director or Regional Director may put a student on probation with a variety of parameters and requirements. Probation and final warnings are a final chance. The goal is for every student to

succeed, and probation/final warnings give very clear boundaries to help reach that goal.

- Dismissal: If a student fails to respond adequately to any or all the above forms of correction, or if the problem is of a serious nature, they may be dismissed immediately.

Any activity in the life of a student deemed unacceptable by the Director or other Charis leaders will be considered grounds for immediate dismissal from Charis. This includes, but is not limited to, violating the code of conduct.

A dismissed student may be allowed to re-enroll the following school year if an acceptable change has taken place. That decision is at the discretion of the Director and Regional Director.

A dismissed student must request permission to apply at least 30 days before the beginning of the semester they wish to attend.

Transcripts will not be provided for any semester or school year in which a student was dismissed and/or did not complete the required course requirements.

J. Student Relationships

Appropriate Christian behavior is expected on and off campus. Immorality is considered grounds for immediate dismissal from Charis. Charis does not permit unmarried men and women (who aren't family) to live together or stay overnight together. Students are encouraged to avoid even the appearance of evil and use wisdom in all relationships.

Sexual harassment will not be tolerated.

Romantic physical contact, even among married couples, can be a distraction and is not appropriate while on campus.

Please keep in mind that Charis students come from diverse cultures and backgrounds. What may be normal to some may make others uncomfortable. If a student feels uncomfortable with the attention of any other student on campus, they should let that person know that the attention is not welcome. If the student is not

able to or not comfortable addressing the situation directly with the other student, or if the issue persists, they may speak with their Director and the situation will be addressed.

Matthew 18:15-17

15 “Moreover if your brother sins against you, go and tell him his fault between you and him alone. If he hears you, you have gained your brother. 16 But if he will not hear, take with you one or two more, that ‘by the mouth of two or three witnesses every word may be established.’ 17 And if he refuses to hear them, tell it to the church. But if he refuses even to hear the church, let him be to you like a heathen and a tax collector.”

If a student is experiencing any kind of issue with a staff member, they are encouraged to set up an appointment with their Director or Regional Director to discuss the situation.

K. Counseling

Students often have a desire for personal mentoring or counseling during their time at Charis. It must be understood, however, that Charis is not a local church and does not have the staff and resources to provide ongoing, personal ministry for our students. There are no licensed counselors on staff.

If students would like personal mentoring or counseling, they are encouraged to seek this kind of ministry from their local church.

VII. SPRING SEMESTER-START STUDENTS (YEAR 1 ONLY)

Students who start their First Year at the beginning of the Spring Semester attend part time and complete the Fall Semester courses during Summer School. Further details on Summer School dates will be distributed to Summer School students by the Director.

Tuition must be paid in full in order to complete Summer School and finish the First Year of Charis Bible College. Students will not be able to register for the second half of first year until they complete their tuition payments after the end of Summer School.

VIII. YEAR 2 MISSION TRIPS

The Year 2 mission trip is an important part of training for Charis students and is a requirement for graduation. Andrew Wommack's desire is for every student to take a mission trip. The purpose of the trip is to give exposure to another culture, deal with a demanding and flexible schedule, and cooperate with others as a team. Mission trips are life-changing for all involved.

A. Student Selection for Mission Trips

At the beginning of Year 2, every student should have a passport that is valid 6 months after their Year 2 graduation for international travel, and/or a valid driver's license for stateside travel.

Due to COVID restrictions, not all trips will be international this year. Students who do not have passports will not be considered for an international trip.

Some trips may have additional costs. These costs might include visas, immunizations, special meals, etc. Any additional costs are expected to be paid by student.

B. Mission Trip Requirements

- Be in good academic standing
- Tuition must be current
- Attend all team meetings
- Mission trip payment deadlines met
- Have a valid passport to be placed on an international trip
- Have a valid driver's license/ID to be placed on a stateside trip

C. Mission Trip Conduct

- Charis Bible College Students are expected to conduct themselves in accordance with all policies in the Student Handbook while on their Mission Trip.
- Alcohol consumption is not allowed on Mission Trips. Even though normally alcohol is not prohibited for students, unless it leads to drunkenness, Mission Trips have stricter polices. Out of respect for classmates, the hosts of the trip, and the people who are being ministered to, alcohol is not allowed.

- On some trips, other things, such as playing cards or certain attire at church, may be discouraged, or not allowed, depending on the local customs.

D. Mission Trip

- By **January, the third Monday in the month**, every Year 2 student needs to have raised at least one-half of the Charis missions fundraising requirement. (\$1,250)
- By **February 14th**, the total amount of \$2,500 must be collected. The Charis missions fundraising requirement may be collected through GroupRev, checks received directly in Woodland Park, or personally given through First Data.
- All mission money donated is non-refundable, including non-tax-deductible donations.
- Students will not be able to attend the mission trip if the amounts due are not collected by the dates specified above.
- Mission trips must be taken during Year 2. Part time students will complete their mission trip during the last semester of Year 2.
- As a student, you will not receive a tax-deductible receipt for donations that you personally give toward the amount which you are required to raise for Charis missions.
- A gift given to another student's required amount is considered tax-deductible and you will receive a receipt for it. We encourage this type of spirit-led giving to support your fellow students. However, students coming into a quid pro quo type of agreement where they donate toward each other's required amount so they can both receive a tax deduction is considered unethical and is not allowed.
- Donations from all third parties, such as family and friends, through a student's fundraising efforts are tax-deductible to the donor.

If a student withdraws from Charis and takes a one-year absence, any mission money accumulated will be held. After an absence of two or more years, any accumulated mission funds will be released. If that student reenrolls, they will be required to start the fundraising process again.”

Actual mission dollars collected, within the United States, are transferable from one campus to another campus for the same student. Mission points earned in Woodland Park are not transferrable outside of Woodland Park. The previous campus Director will work with the new campus Director to facilitate any transfer of funds.

CAMPUS POLICIES

IX. VISITORS ON CAMPUS

Alumni, ARMI members, or other visitors are always welcome to attend when guest speakers are present in the classroom. Due to per-use, facilities and limited space, visitors are encouraged to contact the Director beforehand to ensure space is available.

A. Children and Minors on Campus

In consideration of the teachers and other students, minors (16 years old and under) are **not** permitted in classrooms during class sessions.

Older minors (17-18 years old) who are considering Charis for the future may attend classes as visitors but must still be accompanied by an adult family member.

B. Dismissed Students

Students who have been dismissed for any reason may not visit the campus without prior Director approval.

X. CAMPUS SAFETY AND SECURITY

A. Firearms and Weapons

Firearms are prohibited on campus. It is illegal to discharge a firearm inside the city limits.

B. Emergency Evacuation

In the event of an ordered evacuation by Law Enforcement or Charis Staff, students will receive instructions on how to safely exit the campus or property.

The Director will notify you of the emergency procedures applicable to your location.

C. Emergency Situations

If a serious injury or perceived emergency situation arises, students should contact the Director. They will assess and handle the situation as they deem appropriate. Please stand away from the staff as they minister to the needs of the affected individual.

If an incident occurs that you think requires 911, make the call and have someone notify the Director immediately. If you are the 911 caller, remain on the call at the scene until the Director arrives to take charge.

Information Needed When Calling PD/911

Medical:

1. Location (Include where on the Campus)
2. Phone Number
3. Exactly what happened
4. Age of patient
5. Gender of patient
6. Are they awake?
7. Are they breathing?

The questions will change based on what the medical problem is.

Law Enforcement:

1. Location (Include where on the Campus)
2. Phone Number
3. Exactly what happened
4. Name and DOB of Victim
5. Physical description of suspect (Name and DOB if possible)
6. Related vehicle descriptions (include plates if possible)
7. Any involved weapons?
8. Any injuries?
9. Any alcohol involved?
10. Any drugs involved?

Fire:

1. Location (Include where on the Campus)

2. Phone Number
3. Exactly what happened
4. Is everyone safe and out of danger? (Is the area evacuated?)
5. (Fire) What is on fire?
6. (Smoke) Which direction is it from your location?
7. (Smoke) What color is the smoke?
8. (Smoke) Do you see flames?
9. (Wildfire) What is burning?
10. (Wildfire) What is the weather doing?

Students with a medical condition that Charis should be aware of need to give a written description of this condition to the Director. This is so the Director can respond properly in an emergency.

Adverse Weather Conditions: Snow Days, Heat Advisories, Flooding etc.

The decision to remain open or to be closed due to inclement weather will be made by the Director, and students will be notified.

D. Smoking and Drug Use

Charis/AWM is a non-smoking, tobacco free, drug free, and alcohol-free campus and facility. There are no designated smoking areas. Drug, alcohol & tobacco use of any kind, including smokeless tobacco and E-cigarettes, is not permitted on campus. This also applies to marijuana and any other form of smoking.

E. Medical

Please be aware that each student is required to complete and sign the Activity Participation Agreement prior to admission. The Agreement governs all situations and circumstances involving accident, injury, medical, health or safety related occurrences arising from or related to a person's status as a student. All students will be held to know and understand the content of that Agreement.

XI. CAMPUS POLICY

We ask that students be good stewards of all campus property. To that end, the

following policies are in place:

A. ID/Lanyard Policy

All students are required to wear their student ID badge attached to their colored lanyard, around their neck in a clearly visible fashion. During school hours, this also applies to students who are staff members as well. This policy is in effect **at all times when on campus or on any ministry property**; the only exception to this is Year 2 students actively participating in graduation.

B. Building Stewardship

Please refrain from leaving trash on tables, desks, couches, or floors, in an effort to maintain excellence in the building.

C. Campus Safety, Access, and Use

Students and their guests must obey applicable local, state, and federal laws while on campus.

Students are responsible for the conduct and safety of the guests they bring on campus, as well as ensuring they are aware of and adhere to all campus policies.

D. Inclement Weather

If the decision to remain open is made, students must use their own discretion to travel to campus. If a student is uncomfortable coming to school due to travel conditions or the road worthiness of their vehicle, that is a decision the student must make. We encourage students to consider their safety in this decision.

E. Communication

Students are required to check their email at least once every school day. Checking once on weekends is encouraged. **If students do not check every day, they are still responsible for the information sent to them.**

All correspondence from Charis Bible College staff will be conducted using the email address the student provides. Students are to contact the Director via email if they have questions regarding tests, are requesting an excused absence, or need to set an appointment, etc.

F. Small IAGs and Other Breakout Groups/Class Hours

IAG's, Discipleship Groups, and Discussion Groups (and any other group/breakouts as assigned) are considered part of the core curriculum of Charis, therefore attendance and participation are required.

G. Local Church Attendance

Students are encouraged to attend weekly church services. Gathering regularly with a body of believers is not only scriptural, it is also a vital part of discipleship. Most ministry opportunities flow from church participation.

XII. Kansas City Requirements

A. Charis Kansas City Student Handbook Addendum to Grievance Policy

KANSAS BOARD OF REGENTS GRIEVANCE PROCESS

PRIVATE POSTSECONDARY COMPLAINT PROCESS

Private postsecondary institutions operating in Kansas must meet and maintain certain standards of quality in order to qualify for a certificate allowing them to offer or provide training or course work to Kansas citizens.

It is the mutual goal of the Kansas Board of Regents and the certified institutions to provide quality educational training and programs. When problems arise, students should make every attempt to find a fair and reasonable solution by taking the steps outlined in the complaint process.

B. COMPLAINT PROCEDURE

Private postsecondary institutions operating in Kansas must meet and maintain certain statutorily established standards in order to qualify for a certificate allowing them to offer degrees, training, or course work to Kansas citizens. It is the goal of the Kansas Board of Regents to insure that the institutions subject to Board authority comply with the applicable laws as they provide educational training and programs. Thus, the Board office accepts complaints involving these institutions.

If an individual does not wish to be identified or to put anything in writing, it is very hard for the Board office to investigate the complaint. It is very important that all persons who have a complaint about such a school understand that this agency does not represent individuals and cannot act as their legal representative. However, all individuals have the right to seek advice from a private attorney.

When problems or concerns arise, the involved individuals should attempt to reach a fair and reasonable solution by first taking the following steps:

1. Discuss the issue thoroughly with the teacher or other involved school employee(s). If there is no resolution continue to Step 2.

2. Discuss the issue with the manager or director of the school. If there is no resolution continue to Step 3.

3. Present the facts and issue to the owner of the school.

Individuals with a complaint about a private or out-of-state school operating in Kansas must use the online submission form provided below and provide the requested information. Failure to do so may result in the Board office being unable to accept or process the complaint.

https://www.kansasregents.org/academic_affairs/private_out_of_state/complaint_process

If the Board office receives the completed complaint form together with any other pertinent written information, Board staff will ordinarily take the following steps:

1. Review the submitted information in order to determine if it is sufficient. If insufficient information has been submitted, the complainant will be so informed and given a deadline for submitting additional necessary information.

2. Once sufficient information is provided, the Board office will determine if it has jurisdiction and authority over the matter. If it does not, the complainant will be so informed and the file closed.

3. If the complaint appears to involve matters over which the Board has legal authority, the Board office will conduct an investigation in the manner that it deems appropriate under the circumstances. In most instances the school will be contacted, provided a copy of the written complaint, and given an opportunity to respond to it in writing. In other situations, the Board office may conduct interviews and speak to witnesses including the involved parties.

4. Based upon the results of the investigation, the Board office will determine whether the matter has been resolved or requires further action by the Board.

5. The matter may also be referred to other governmental agencies that may have authority over aspects of the complaint such as the Consumer Protection Division of the Office of the Attorney General or a District/County Attorney.

6. The complainant will be notified of any proposed resolution or final action by the Board office, if doing so will not compromise any further investigation or adjudicative actions and will always be informed when their complaint file is being

closed.

These policies are subject to change without notice and are subject to approval by Charis' leadership.

C. Charis Kansas City Record-Keeping

As an extension of Charis Bible College Woodland Park, CO, we are under their accounting and record-keeping system.

The main campus carries one bank account for the college. All the extension campuses have an individual ledger – as part of that account – that we work with. All monies that come in through the Kansas City location, whether tuition, fees, or donations are all designated for use at the Kansas City location but forwarded to Colorado for accounting.

Tuition and Fee Payments:

All monies for tuition are processed through an online secure system at the extension campuses that deposit the payment directly into the corporate bank account, with details on the ledger accounts and the student who paid the tuition. We now accept only credit cards for tuition payments and can process credit cards through this system. Tuition and fees are not tax-deductible. Tuition and fee payments are kept completely separate from donations.

Donations:

Donations are kept separate from tuition payments and all donations must be mailed to Colorado for deposit through our donor system. Donations may be tax-deductible according to laws that govern 501 (c)3 organizations. Tuition payments for oneself or another student are not tax-deductible.

Students will do their testing online through our D2L system, which is the testing system that goes with our online curriculum (which is the same as our on-campus curriculum). Therefore, henceforth, Colorado campus, along with the local campus, will have all the student transcripts.

We scan any documents into student e-files maintained in Colorado. We now use solely an online application process through charisbiblecollege.org or discovercharis.org. We have access to all the student documents. Any documents we receive at our location are scanned to main campus student file and are kept in

one central location with us having full access to them at all times.

D2L Testing, CAMS, and Office 365:

D2L is being utilized at the Kansas City campus as well as all the campuses nationwide. CAMS student portal and Office 365 are in full operation.

VA Benefits:

At this time, Charis Kansas City is unable to receive VA benefits for tuition assistance. However, Charis Woodland Park may.

In the Event of Campus Location Closure:

In accordance with Kansas Board of Regents guidelines, in the event that Charis Kansas City campus were to cease operation, all student records would be held at the Colorado campus for a minimum of 50 years after the last classes date of the Kansas City campus operation.

D. Andrew Wommack Ministries

United States

Andrew Wommack Ministries

(719) 635-1111

Monday – Friday

4:30 AM to 9:30 PM MT

Mailing Address

Andrew Wommack Ministries, Inc.

P.O. Box 3333

Colorado Springs, CO 80934

info@awmi.net

Physical Address

Andrew Wommack Ministries, Inc.

1 Innovation Way, Ste B

Woodland Park, CO 80863

Admin. Phone: (719) 635-2111

Fax: (719) 635-1777

STANDARD OF CONDUCT

GODLY LIVING:

As a student of Charis Bible College:

I accept that the Holy Spirit is continuing the work He started at Pentecost empowering me to live a godly life and continue in all the works of Jesus.

I accept that all Scripture is God-breathed and is useful for teaching, rebuking, correction, and training in righteousness.

I believe that grace gives me the power to overcome sin, not indulge in it.

I accept the responsibility of representing the Kingdom of God and Charis Bible College with integrity and honesty by being a positive Christian role model in judgment, dignity, respect, and Christian living. I acknowledge that this includes, but is not limited to, abstaining from such activities as the abuse of alcohol, use of illicit drugs, the consumption of pornography, abstaining from all sexual activity outside of biblical marriage, lying and deceptive behavior.

I believe that life begins at conception and must be protected. I believe that marriage is a permanent and exclusive consecrated union between one man and one woman established by God, and intrinsically ordained towards procreation. I further believe that the sexual act outside of this marital bond is prohibited as sinful.

I believe that God created humankind in His image, male and female, biologically and sexually different but with equal personal dignity. I therefore view any rejection of one's biological sex and any attempt to physically change, alter or deny one's biological sex from conception as forbidden by God's Word and His creation order.

I accept that all people are created equally in God's image. Any behavior contrary to this view including, but not limited to, racism, causing physical harm or bullying, or sexual harassment or assault will not be tolerated.

I understand and agree with this doctrinal statement as defined by Charis Bible College policies. I accept that this statement is representative of the Charis' Christian ethos, with which it defines itself as a Christian organization.

I further agree with and accept the statement of Godly living, recognizing that breach of its terms may result in exclusion from the College or other form of discipline.

I commit to adhering to this standard of conduct and its spirit and intent. I understand that if I violate any provision of this standard of conduct, I may be subject to disciplinary measures up to and including dismissal from Charis Bible College.

Statement of Faith & Doctrinal Statement

1. **Scripture:** We believe all of Scripture (i.e., both the Old and New Testament) is inspired by God and infallible. All of Scripture is our final authority in all matters of faith and practice and is profitable for doctrine, reproof, correction, and instruction in righteousness (2 Timothy 3:16,17). We believe that the Scriptures do not simply contain the Word of God but are the Word of God that inherently possess His life and authority and bring faith, revelation, and healing to those who choose to receive (Matthew 4:4; Matthew 22:31; Romans 1:17; Romans 15:4; 2 Corinthians 4:13; Hebrews 10:7; Proverbs 4:20-22).
2. **God:** We believe in only one true and eternal God; One in essence, nature, and attributes, but eternally existing in three distinct persons: Father, Son, and Holy Spirit (1 John 5:7).
3. **Jesus Christ:** We believe in the deity of the Lord Jesus Christ, in His virgin birth, in His sinless life on earth, in His shed blood and death on Calvary for the forgiveness of our sins, in His bodily resurrection on the third day and ascension to the Father's right hand. We believe He has accomplished all that is necessary for man's salvation. We do not accept the doctrine that He is merely "a" way to the Father, but rather we believe He is the only way through which we can receive righteousness, regeneration, sanctification, and glorification. He is, in fact, our salvation (1 Corinthians 1:30-31).
4. **Salvation:** We believe it is essential for man to repent of sin and by faith receive the finished work of Christ and regeneration by the Holy Spirit, by confessing Jesus as Lord with their mouth and believing in one's heart that God raised him from the dead. (Acts 20:20-21; Romans 10:9-13; John 3:5-6). We believe that salvation is offered to all men by God's grace but is only effectual for those who believe (Ephesians 1:13). We reject the false doctrines of universalism, ultimate reconciliation, or inclusionism in their various forms.

5. **Holy Spirit:** We believe that the Holy Spirit is the Spirit of God and is God. The Holy Spirit is a divine Person possessing all the attributes of personality and deity. The Holy Spirit is coequal with the Father and the Son (Matthew 28:19; Acts 5:3-4; 28:25-26; 1 Corinthians 12:4-6; 2 Corinthians 13:14). We believe the Holy Spirit is continuing the work He started at Pentecost, empowering believers to live godly and to continue in all the works of Jesus. We believe in the baptism with the Holy Spirit, expressed with speaking in tongues according to Acts 1:8; 2:4; 9:17; 10:44-46; 11:15-16; and 19:6. We believe this experience is distinct from and subsequent to the new birth and can be received by faith (Galatians 3:2). We believe that spiritual gifts and manifestations of the Holy Spirit are for the common good and building up of others today (1 Corinthians 12:7). We do not accept the doctrine that the gifts of the Holy Spirit ceased, but we believe they are all still available and active today.
6. **The Church:** We believe that the universal church is comprised of all true believers who have received salvation through Christ, regardless of denominational affiliation (Ephesians 1:22-23). We believe all born-again believers have been commissioned to proclaim the Gospel to all the world (Matthew 28:16-20). We also believe in and encourage fellowship with a local church (Hebrews 10:25).
7. **Healing:** We believe that the redemptive work of Christ on the cross has provided healing for the human body (Matthew 8:16-17; Isaiah 53:4; 1 Peter 2:24). We believe it is God's will for everyone who is sick or diseased to receive bodily healing by faith.
8. **The Second Coming of Christ and the Resurrection:** We believe in a literal, physical second return of the Lord Jesus Christ (1 Thessalonians 1:10; 4:16-17) and that His return did not happen in A.D. 70 but is a future, physical event. (Revelation 1:7; Matthew 24:30; Acts 1:11) We believe His return is imminent, that upon His return, those who have believed in Him will be resurrected to a heavenly dwelling in an incorruptible body. We also believe that those who do not believe will join Satan and his host in everlasting punishment. (Matthew 25:46; 1 Corinthians 15). We believe that hell as described in both Old and New Testaments is a literal, eternal destination for all who have rejected Christ's redemptive work and refused the gift of salvation. (2 Pet. 2:4-9; Luke 12:5)

9. **Marriage, Gender Identity, and Sexual Relations:** We believe in marriage between one man and one woman as biologically designed at birth. God instituted marriage between male and female as the foundation of the family and the basic structure of human society (Genesis 2:24). God has commanded that no sexual activity be committed other than in the context of marriage between a man and a woman (Genesis 19:5, 26:8-11; Leviticus 18:1-30; Romans 1:26-29; I Corinthians 5:1, 6:9; 1 Thessalonians 4:1-8; Hebrews 13:4). God has wonderfully and immutably created each person as male or female. These two distinct, complementary genders, together, reflect the image and nature of God (Genesis 1:26-27).
10. **Sanctity of Life:** We believe a unique human life, bearing the image of God, begins at the moment of conception. God alone is the Author of life, and He alone numbers our days from the moment of conception until natural death. Accordingly, all human life is sacred from conception until natural death, and every person possesses a God-given, unalienable right to life. Every human has inherent, equal and unalienable value, worth, and dignity because we are made in His image. The church must defend, protect and value the weak, vulnerable, infirm, elderly, handicapped, and pre-born. (Psalm 39:4; 127:3; 71:6; 139:14-16; Jer. 1:5; Luke 1:44; 1 Cor. 11:12; Job 14:5-7; Galatians 1:5)