

APPLICATION INSTRUCTIONS & CHECK LIST

1. Application

- Complete your general application form (pages 3-5).
- Include a small photograph of yourself.
- Include a \$35.00 non-refundable application fee.

2. References

Fill in your name, address, and e-mail at the top of each Reference Form before distribution!

- The Pastor form should be completed and mailed to Faith BCI by your pastor.
- The Educator/Employer form should be completed and mailed to Faith BCI by your most recent educator or employer.
- The Christian Friend form should be completed and mailed to Faith BCI by a person who knows you well.

3. Transcript Request

- Complete one Applicant Transcript Request form and mail it to your high school counselor.
- If you have earned credits from any credible, post-secondary institution, complete a second Applicant Transcript Request form and mail it to the registrar of that institution. Official transcripts from each post-secondary institution must be submitted as part of the application process.

Completion of the current semester is not necessary before sending transcripts.

QUESTIONS? Call 207-285-3373 ext. 259 or e-mail admissions@faithBCI.org

Mail all application forms and application correspondence to:

Admissions Office
Faith Bible College International
29 Main Road
Charleston, ME 04422



APPLICATION FOR ADMISSION

NOTE: In order to submit your application to the Review Board, we must have all three of your references, a photo of yourself, your transcripts, and your \$35 non-refundable application fee.

APPLICATION INFORMATION

(Print or type all information)

Classification: Desired enrollment semester/year, desired status, and housing plans

Fall 20__ Spring 20__ Full-time, on-campus Full-time, off-campus Part-time, off-campus

PERSONAL INFORMATION

Name _____
Last - Surname First - Given Middle Maiden (if applicable)

Home Phone (____) _____ Cell Phone (____) _____

Work Phone (____) _____

E-mail Address _____

Date of Birth ____/____/____ Male Female Social Security Number _____
MM DD YY

PRESENT ADDRESS

Mailing Address _____
Street Address _____
City _____
State _____
Zip _____

PERMANENT ADDRESS (if different than PRESENT ADDRESS)

Mailing Address _____
Street Address _____
City _____
State _____
Zip _____

Country of Citizenship _____ Country of Birth _____

US Immigration Status: Resident Alien Refugee M1 R1 B1 F1 Other _____
(You must submit a copy of your proof of immigration status)

Marital Status: Single Married Remarried Widowed Separated Divorced

Spouse's name _____ Will your spouse/family come with you? Yes No

FAMILY INFORMATION

The information below is for: Parent(s) Guardian(s) None, I'm single and independent

- OVER -

Father/Guardian

Name _____
Address _____
City _____
State _____ Zip _____
Country (if not U.S.) _____
Home Phone (____) _____
Occupation _____
Work Phone (____) _____
Is he a Faith alumnus? Yes No

Mother/Guardian

Name _____
Address _____
City _____
State _____ Zip _____
Country (if not U.S.) _____
Home Phone (____) _____
Occupation _____
Work Phone (____) _____
Is she a Faith alumna? Yes No

Are you a U.S. Veteran Yes No If yes, are you eligible for Veteran’s educational benefits? Yes No

Date that you accepted Jesus Christ as your personal Savior _____

Are you in agreement with the beliefs and doctrines of Faith as found on faithBCI.org? Yes No

Have you ever been arrested, placed under court probation, or sentenced for any reason? Yes No

If yes, when: _____ Please attach a letter of explanation and a copy of your police record.

SCHOLASTIC INFORMATION

State the last year of high school that you successfully completed:

- Below 9th 9th 10th 11th 12th GED

Year/expected year of graduation _____ *(Please send a photocopy of your diploma or GED, if applicable)*

Please list below the name and address of the high school you are currently attending or graduated from:

School Name _____

Address _____ Telephone (____) _____

_____ City _____ State _____ Zip _____

List any honors, awards, and/or recognitions you received during high school (or college) and indicate the grade/year in which they were received.

Have you ever been dismissed, suspended, or asked to withdraw from any school? Yes No

If yes, please explain the reasons and circumstances on a separate sheet of paper.



REFERENCE INFORMATION

You are required to furnish three references other than family members: (1) Your pastor (or church leader if your parent is your pastor); (2) Most recent employer or educator (or church leader if unemployed and have been out of school over five years); (3) Christian friend who knows you very well.

PASTOR Reference

_____	_____
<i>Name</i>	<i>Position</i>

<i>Home Phone</i>	

<i>Cell Phone</i>	

<i>Email</i>	

EMPLOYER or EDUCATOR Reference

_____	_____
<i>Name</i>	<i>Position</i>

<i>Home Phone</i>	

<i>Cell Phone</i>	

<i>Email</i>	

CHRISTIAN FRIEND Reference

<i>Name</i>

<i>Home Phone</i>

<i>Cell Phone</i>

<i>Email</i>

**RETURN THIS FORM TO:
Faith Bible College International
29 Main Road
Charleston, ME 04422**

PLEASE BE SURE TO REVIEW ALL AREAS OF THE APPLICATION THAT APPLY AND COMPLETE THEM BEFORE MAILING ALONG WITH YOUR NON-REFUNDABLE \$35.00 APPLICATION FEE AND A PHOTO OF YOURSELF.

I certify that my answers to all questions in the application process are complete and accurate. I grant permission for a background check to be conducted, specifically concerning the areas of violent crime and sex offenders, if deemed necessary by the application review committee. If accepted, I agree to consider myself under the authority of the administration of Faith BCI, and agree to submit any further documentation required by the school, such as, but not limited to, medical or psychological examination certificates, and immunization records.

Signature

Date

TO THE APPLICANT

Fall 20__ Spring 20__

This reference form should be completed by your pastor and mailed directly to the Admissions Office by him/her. (Please use another church leader if your pastor is your parent.) Please complete the following information before requesting referral.

Please note that before your file can be forwarded to the Review Board you must have a total of three references: (1) Pastor, (2) Employer or Educator, and (3) Christian Friend.

Applicant's name _____ Phone (____) _____

The Family Education Rights and Privacy Act of 1974 grants you the right to review the information provided by your recommender. Please check one of the following boxes:

- I waive my right to review this recommendation and understand it will remain confidential.
- I do not waive my right to review this recommendation.

Applicant's Signature _____ Date _____

TO THE PASTOR

The person named above has applied for admission to Faith BCI. Please complete this form and return it to the Admissions Office. Action cannot be taken on this student's application until this form has been completed and returned. Thank you for your thoughtful and prompt response.

How long have you known the applicant? _____

How long has he/she attended your church? _____

What degree of interest does the applicant display toward church?

- Is very irregular in church attendance and shows little interest in activities.
- Seldom participates in church activities, although regularly attends.
- Is cooperative and usually willing to help in the various activities of the church.
- Enthusiastically engages in church activities for his/her age.

(continued on next page)

Please circle the word(s) which best describe(s) the applicant.

Desire to Learn	strong determination	positive attitude	needs encouragement	shows interest	no opportunity to observe
Leadership	excellent leadership initiative	good organization	leads only when asked	makes no effort to lead	no opportunity to observe
Cooperation	works well with others	usually cooperative	avoids group activities	causes friction	no opportunity to observe
Respect for Authority	respects those in authority	generally respectful	critical	disrespectful	no opportunity to observe
Concern for Others	unselfish, caring	considerate	indifferent	self-centered	no opportunity to observe
Acceptance of Peers	well-liked	accepted	tolerated	not accepted	no opportunity to observe
Choice of Associates	discerning in close relationships	somewhat discerning	careless	questionable	no opportunity to observe
Spiritual Motivation	high moral and spiritual values	consistent moral standards	inconsistent attitudes	makes no profession	no opportunity to observe

Which terms best describe the applicant's attitude? Please check all that apply.

- | | | | | |
|---------------------------------------|----------------------------------|---------------------------------------|-----------------------------------|---------------------------------------|
| <input type="checkbox"/> Warm-hearted | <input type="checkbox"/> Devoted | <input type="checkbox"/> Enthusiastic | <input type="checkbox"/> Critical | <input type="checkbox"/> Contemptuous |
| <input type="checkbox"/> Rebellious | <input type="checkbox"/> Bitter | <input type="checkbox"/> Sympathetic | <input type="checkbox"/> Tolerant | <input type="checkbox"/> Respectful |
| <input type="checkbox"/> Considerate | <input type="checkbox"/> Loving | <input type="checkbox"/> Antagonistic | <input type="checkbox"/> Passive | <input type="checkbox"/> Grateful |

Comment on any personal/character weaknesses that may pose problems in the ministry.

Comment on any strengths, spiritual gifts, or ministerial abilities that the applicant possesses.

Is the applicant of honorable character? Yes No

Do you consider the applicant intellectually capable for intensive studies at the collegiate level?

Yes No If no, please comment _____

In what areas do you believe the applicant will excel as a student?

In what areas do you believe the applicant will need assistance as a student?

(next page please)

Please share any additional comments about this applicant that you feel are pertinent to his/her admission to Faith BCI.

Your recommendation of this applicant for admission to Faith BCI is:

- | | |
|---|--|
| <input type="checkbox"/> Highly recommended (exceptional applicant) | <input type="checkbox"/> Recommended |
| <input type="checkbox"/> Recommended with reservation | <input type="checkbox"/> Not recommended |

Signature _____ Date _____

Printed Name _____ Faith Alumnus? Yes No

Address _____

Church _____ Position _____

Home or Cell Phone (_____) _____ Office Phone (_____) _____

E-mail Address _____

Return to:

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Faith Bible College International
29 Main Road
Charleston, ME 04422

- FORM IS COMPLETE -



REFERENCE FORM EMPLOYER or EDUCATOR

TO THE APPLICANT

Fall 20__ Spring 20__

This reference form should be completed by your most recent employer or educator and mailed directly to the Admissions Office by him/her. (Please use a church leader if you are unemployed and have been out of school for more than five years.) Please complete the following information before requesting referral.

Please note that before your file can be forwarded to the Review Board you must have a total of three references: (1) Pastor, (2) Employer or Educator, and (3) Christian Friend.

Applicant's name _____ Phone (____) _____

The Family Education Rights and Privacy Act of 1974 grants you the right to review the information provided by your recommender. Please check one of the following boxes:

- I waive my right to review this recommendation and understand it will remain confidential.
- I do not waive my right to review this recommendation.

Applicant's Signature _____ Date _____

TO THE EMPLOYER OR EDUCATOR

The person named above has applied for admission to Faith BCI. Please complete this form and return it to the Admissions Office. Action cannot be taken on this student's application until this form has been completed and returned. Thank you for your thoughtful and prompt response.

How long have you known the applicant? _____

(continued on next page)

Please circle the word(s) which best describe(s) the applicant.

Desire to Learn	strong determination	positive attitude	needs encouragement	shows interest	no opportunity to observe
Leadership	excellent leadership initiative	good organization	leads only when asked	makes no effort to lead	no opportunity to observe
Cooperation	works well with others	usually cooperative	avoids group activities	causes friction	no opportunity to observe
Respect for Authority	respects those in authority	generally respectful	critical	disrespectful	no opportunity to observe
Concern for Others	unselfish, caring	considerate	indifferent	self-centered	no opportunity to observe
Acceptance of Peers	well-liked	accepted	tolerated	not accepted	no opportunity to observe
Choice of Associates	discerning in close relationships	somewhat discerning	careless	questionable	no opportunity to observe
Spiritual Motivation	high moral and spiritual values	consistent moral standards	inconsistent attitudes	makes no profession	no opportunity to observe

Which terms best describe the applicant's attitude? Please check all that apply.

- | | | | | |
|---------------------------------------|----------------------------------|---------------------------------------|-----------------------------------|---------------------------------------|
| <input type="checkbox"/> Warm-hearted | <input type="checkbox"/> Devoted | <input type="checkbox"/> Enthusiastic | <input type="checkbox"/> Critical | <input type="checkbox"/> Contemptuous |
| <input type="checkbox"/> Rebellious | <input type="checkbox"/> Bitter | <input type="checkbox"/> Sympathetic | <input type="checkbox"/> Tolerant | <input type="checkbox"/> Respectful |
| <input type="checkbox"/> Considerate | <input type="checkbox"/> Loving | <input type="checkbox"/> Antagonistic | <input type="checkbox"/> Passive | <input type="checkbox"/> Grateful |

Is the applicant of honorable character? Yes No

Do you consider the applicant intellectually capable for intensive studies at the collegiate level?

Yes No If no, please comment _____

In what areas do you believe the applicant will excel as a student?

In what areas do you believe the applicant will need assistance as a student?

Please share any additional comments about this applicant that you feel are pertinent to his/her admission to Faith.

(next page please)

Your recommendation of this applicant for admission to Faith BCI is:

- | | |
|---|--|
| <input type="checkbox"/> Highly recommended (exceptional applicant) | <input type="checkbox"/> Recommended |
| <input type="checkbox"/> Recommended with reservation | <input type="checkbox"/> Not recommended |

Signature _____ Date _____

Printed Name _____

Address _____

Business/School _____ Position _____

Home or Cell Phone (_____) _____ Office Phone (_____) _____

E-mail Address _____

Admissions Office
Faith Bible College International
29 Main Road
Charleston, ME 04422

- FORM IS COMPLETE -

TO THE APPLICANT

Fall 20___ Spring 20___

This reference form should be completed by a Christian friend and mailed directly to the Admissions Office by him. Please complete the following information before requesting referral.

Please note that before your file can be forwarded to the Review Board you must have a total of three references: (1) Pastor, (2) Employer or Educator, and (3) Christian Friend.

Applicant's name _____ Phone (____) _____

The Family Education Rights and Privacy Act of 1974 grants you the right to review the information provided by your recommender. Please check one of the following boxes:

- I waive my right to review this recommendation and understand it will remain confidential.
- I do not waive my right to review this recommendation.

Applicant's Signature _____ Date _____

TO THE CHRISTIAN FRIEND

The person named above has applied for admission to Faith BCI. Please complete this form and return it to the Admissions Office. Action cannot be taken on this student's application until this form has been completed and returned. Thank you for your thoughtful and prompt response.

How long have you known the applicant? _____

What degree of interest does the applicant display toward church?

- Is very irregular in church attendance and shows little interest in activities.
- Seldom participates in church activities, although regularly attends.
- Is cooperative and usually willing to help in the various activities of the church.
- Enthusiastically engages in church activities for his/her age.

(over please)

Please circle the word(s) which best describe(s) the applicant.

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Which terms best describe the applicant's attitude? Please check all that apply.

- | | | | | |
|---------------------------------------|----------------------------------|---------------------------------------|-----------------------------------|---------------------------------------|
| <input type="checkbox"/> Warm-hearted | <input type="checkbox"/> Devoted | <input type="checkbox"/> Enthusiastic | <input type="checkbox"/> Critical | <input type="checkbox"/> Contemptuous |
| <input type="checkbox"/> Rebellious | <input type="checkbox"/> Bitter | <input type="checkbox"/> Sympathetic | <input type="checkbox"/> Tolerant | <input type="checkbox"/> Respectful |
| <input type="checkbox"/> Considerate | <input type="checkbox"/> Loving | <input type="checkbox"/> Antagonistic | <input type="checkbox"/> Passive | <input type="checkbox"/> Grateful |

Comment on any personal/character weaknesses that may pose problems in the ministry.

Comment on any strengths, spiritual gifts, or ministerial abilities that the applicant possesses.

Is the applicant of honorable character? Yes No

Do you consider the applicant intellectually capable for intensive studies at the collegiate level?

Yes No If no, please comment _____

In what areas do you believe the applicant will excel as a student?

In what areas do you believe the applicant will need assistance as a student?

(next page please)

Please share any additional comments about this applicant that you feel are pertinent to his/her admission to Faith BCI.

Your recommendation of this applicant for admission to Faith BCI is:

- | | |
|---|--|
| <input type="checkbox"/> Highly recommended (exceptional applicant) | <input type="checkbox"/> Recommended |
| <input type="checkbox"/> Recommended with reservation | <input type="checkbox"/> Not recommended |

Signature _____ Date _____

Printed Name _____

Address _____

Home or Cell Phone (____) _____ Office Phone (____) _____

E-mail Address _____

Return to:

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Faith Bible College International
29 Main Road
Charleston, ME 04422

- FORM IS COMPLETE -



APPLICANT TRANSCRIPT REQUEST

Instructions: Complete and mail this form to your high school or college to request your transcripts. (This form may be reproduced as needed.)

***Note to the Principal, Guidance Counselor, Registrar: Information will be treated in a confidential manner.**

Name of Institution

Street Address

City State Zip Telephone

Dear Principal, Guidance Counselor, Registrar:

In order to satisfy application requirements at Faith Bible College International, I must have an official copy of my transcripts as soon as possible. Please forward this request along with my transcripts to:

Admissions Office
Faith Bible College International
29 Main Road
Charleston, ME 04422
Voice: 207-285-3373 Ext. 259

Authorization is hereby given to release an official copy of transcripts for the following student to the address above:

Student's typed/printed name

Signature

Applicant's address: _____

City State Zip

Phone (____) _____ SSN# _____ DOB _____

Dates of attendance, from _____ to _____

If there is any reason why my transcripts cannot be forwarded, please promptly notify me.

- Applicant is responsible to pay any transcript fees -

