



Application Package

2019-2020



ALBERTA BIBLE COLLEGE

Application Package Checklist

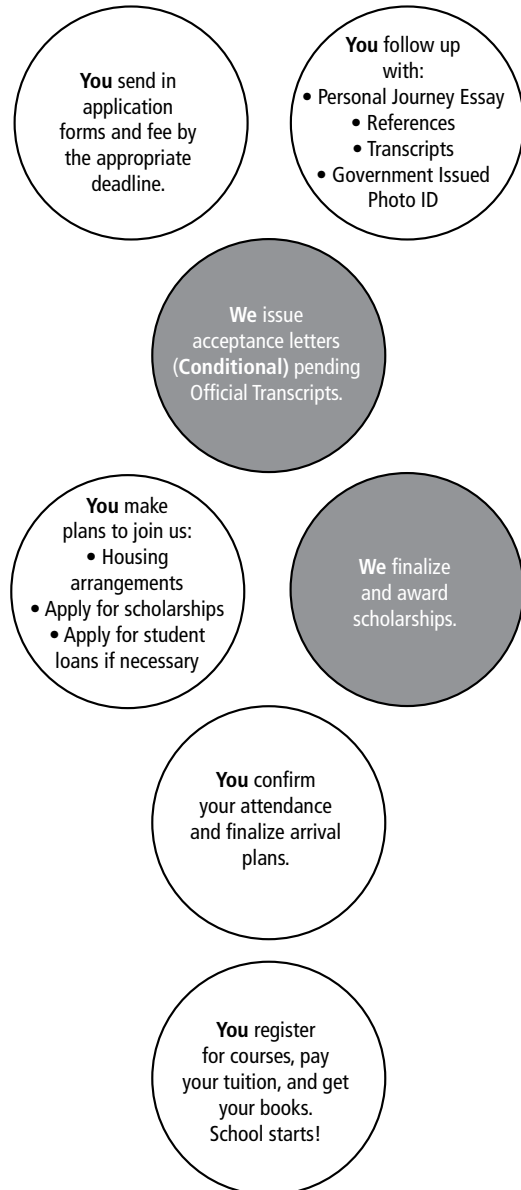
This package contains everything you need to apply for programs at Alberta Bible College.

- Academic Calendar
- Application Form
- Employer or Professional Acquaintance Reference Form
- Pastor or Church Leader Reference Form
- Personal Journey Essay Instructions
- Request for Transcripts – High School or Post-secondary

Documents that require your signature:

- Freedom of Information & Privacy (FOIP) Waiver
- Student Information and Technology Use Agreement
- Alberta Bible College Community Rule of Life
- Alberta Bible College Statement of Faith

The Application Process



Application General Information

Application Deadlines

- June 1 Early Admission (best advantage for scholarship access and housing coordination)
- August 1 Fall Session Application Deadline / Fall Session Deadline for international students to pay first year's tuition
- December 1 Winter Session Application Deadline / Winter Session Deadline for international students to pay first year's tuition
- Late Applications..... Accepted based on space availability

How to Apply — Choose either paper or online:

Paper Application

- In person – bring to Enrollment Office. Pay by cash, cheque, debit, credit card
- By mail – send completed forms with credit card information, or cheque
- By fax – send completed forms with credit card information
- By email – scan and attach completed forms. **Do not send credit information by email; phone in your credit card information to the Enrollment Office.**

Online – Use the Apply online section on the college website and pay through PayPal or credit card

Scholarship Deadlines

Several scholarships are available to qualified candidates. Once accepted, applicants are invited to apply by the deadlines stated for each scholarship. Details and application forms are available by contacting the Enrollment Office at admissions@abccampus.ca or 403.282.2994.

There are no scholarships available for international students.

Confirm Your Attendance

Once accepted as a student, please return the Confirmation of Attendance letter along with all signed documents, including the Community Rule of Life and the Statement of Faith included in the application package. Contact the Enrollment Officer for more information about these documents.

Housing Coordination

Our commitment is to make every effort to assist accepted students to find suitable living arrangements in Calgary. For assistance with finding roommates or accommodations, please contact the Student Development Dean before August 1.

College Contact Information

Mailing address: 635 Northmount Drive NW, Calgary, Alberta, T2K 3J6
Main Switchboard: 403.282.2994 • Toll Free: 1.877.542.9492 • Fax: 403.282.3084

Enrollment Department	admissions@abccampus.ca	403.282.2994
General Information, Housing	studentdevelopment@abccampus.ca	403.282.2994
Registrar	registrar@abccampus.ca	403.282.2994

Application for Admission to Alberta Bible College

LEGAL NAME AND CONTACT INFORMATION				
<p>Your legal name as it appears on your birth certificate, passport, immigration documents, or marriage certificate. The name you enter is the one that will appear on your college record and on your degree or diploma parchment upon graduation. Please print legibly.</p> <p>Protection of Privacy Policy: The information collected in this application package will be used for internal college record keeping and for no other purposes. It is our policy to protect all personal information which we collect.</p> <p>Your mailing address will be used for all printed correspondence from the college.</p> <p>ABC uses electronic communications with its applicants and students. Your personal email address will be used to communicate to you until you are assigned an ABC email account.</p> <p>Subsequent communications will be sent to your ABC email address. It is your responsibility to check your ABC email frequently.</p>	Legal Last Name			
	Legal First Name and Middle Name(s)			
	Preferred Name (if different than above)			
	Former Last Name (if applicable)			
	Date of Birth (DD/MM/YYYY)	<input type="checkbox"/> Male <input type="checkbox"/> Female	Canadian Social Insurance Number (optional):	
	Place of Birth (City, Country)			
	Citizenship Status in Canada (check one only):			*copy required
	<input type="checkbox"/> Canadian Citizen <input type="checkbox"/> Permanent Resident <input type="checkbox"/> Study Permit* <input type="checkbox"/> Other*:			
	Country of Citizenship	First Language	What is the population group that you identify with?	
	Marital Status: <input type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Separated <input type="checkbox"/> Divorced <input type="checkbox"/> Widowed			
	Street Address, Apt. No., Box No.			
	City or Town, Province			
	Country		Postal Code	
(Area Code) Home Phone	(Area Code) Bus/Cell Phone	Personal Email Address		
EMERGENCY CONTACT				
<p>In case of emergency we will attempt to contact the person named here.</p>	First and Last Name		Relationship to you	
	Home Address			
	City or Town, Province			
	(Area Code) Home Phone	(Area Code) Bus/Cell Phone	Email Address	
ENGLISH LANGUAGE PROFICIENCY				
<p>Students must provide proof of English language competency equal to or exceeding Canadian Language Benchmark 8 or a score of at least 90 (internet based test iBT) on the Test of English as Foreign Language (TOEFL) or 60% Alberta English 30, or its equivalent.</p>	State the number of full-time years of formal education you have had at an institution where the primary language of instruction was English, excluding ESL courses.		Years:	
	Please provide the name and date of your most recent Test of English (TOEFL or other proficiency test) or Alberta English 30 proficiency.			
	Test Name	Date (DD/MM/YYYY)	Score	

ACADEMIC INFORMATION — SECONDARY EDUCATION (HIGH SCHOOL)

Highest level of education: Grade 10-12 High School Diploma Some College Bachelor's Master's Other:

List the school(s) you attended for grades 10-12

Name of School	City/Province	From (MM/YYYY)	To (MM/YYYY)	Language of Instruction

If still in high school, list your Grade 12 courses and levels (eg. Pure Math 30, ELA 30–1) including those in progress and indicate your current mark as interim or final. Or, you may attach a current Statement of Marks issued by your school.

Course and Level	Interim	Final	Course and Level	Interim	Final

- Canadian High School Graduates please arrange to have your High School Transcripts sent directly to us. For information on how to do this please check the Government of Alberta website: <http://alis.alberta.ca/hs/ep/ppps/high-school-transcripts.html>
- Students from elsewhere must arrange for Official High School Transcripts to be sent directly to Alberta Bible College from the issuing agency.
- Homeschooled graduates without official transcripts must request a list of high school courses taken and grades received to be submitted by their homeschool supervisor.

ACADEMIC INFORMATION — POST-SECONDARY EDUCATION (UNIVERSITY OR COLLEGE)

List all of the post-secondary institutions you have attended:

Name/Location of School	Program Studied	From (MM/YYYY)	To (MM/YYYY)	Language of Instruction
Name/Location of School	Program Studied	From (MM/YYYY)	To (MM/YYYY)	Language of Instruction
Name/Location of School	Program Studied	From (MM/YYYY)	To (MM/YYYY)	Language of Instruction

Please arrange for an Official Transcript to be sent directly to Alberta Bible College from each University or College attended.

If you are a transfer student, please provide a brief explanation of your reason for transferring to Alberta Bible College.

Have you ever been required to withdraw for academic or disciplinary reasons from a program at any post-secondary educational institution?

No Yes (If yes, please specify institution, city, date and reason):

Have you ever applied for admission to any other post-secondary institution and been rejected?

No Yes (If yes, please specify institution, city, date and reason):

PROGRAM SELECTION				
<p>Program descriptions are available on the website. Make your selection after reviewing the appropriate admission requirements and program description.</p> <p>Students are admitted into programs based on space availability and personal suitability.</p> <p>Many first-year College Program students begin with The Rock, which provides the foundation and pre-requisites for all subsequent programs.</p>		When do you wish to start attending ABC? <input type="checkbox"/> Fall Session (Sept–Dec) <input type="checkbox"/> Winter Session (Jan–Apr) <input type="checkbox"/> Spring/Summer Session	Beginning: (MM/YY) 	
		What program are you interested in?		
	COLLEGE PROGRAM	College Program:		
		<input type="checkbox"/> The Rock (Certificate of Christian Foundations)	1 year	
		<input type="checkbox"/> Diploma of Christian Studies	2 years	
		<input type="checkbox"/> Bachelor of Christian Studies: <input type="checkbox"/> Christian Ministries <input type="checkbox"/> General Studies (Bridge transfer program)	4 year degree	
		<input type="checkbox"/> Bachelor of Sacred Literature	4 year degree	
		<input type="checkbox"/> Bachelor of Theology	4 year degree	
	PACE PROGRAM	PACE Program (students age 25+):		
		<input type="checkbox"/> Diploma of Christian Ministry: <input type="checkbox"/> Biblical Studies <input type="checkbox"/> Counselling <input type="checkbox"/> Leadership <input type="checkbox"/> Non-Profit Leadership	3 academic years	
<input type="checkbox"/> Bachelor of Christian Ministry: <input type="checkbox"/> Biblical Studies <input type="checkbox"/> Counselling <input type="checkbox"/> Leadership <input type="checkbox"/> Non-Profit Leadership		3 academic years degree completion/transfer		
	Have you or will you be applying to other schools this year? <input type="checkbox"/> No <input type="checkbox"/> Yes (If yes, which one(s)):			
LOCAL CHURCH				
Please tell us about your involvement in your home church.	Church Name		Denomination/Affiliation	
	Address		Years attended	
	(Area Code) Phone		Website (if applicable)	
	What service or leadership experience(s) have you had in your local church?			
HEALTH INFORMATION				
ABC cares about the well-being of the whole student, socially, emotionally, physically, spiritually and academically. Please prepare us to serve you better by providing relevant information.	Do you have a serious illness or pre-existing medical condition that might impact your ability to be successful at college? <input type="checkbox"/> No <input type="checkbox"/> Yes (If yes, please explain):			
	Do you have an emotional or physical disability, or any learning disabilities that we should be aware of in order to help you succeed? <input type="checkbox"/> No <input type="checkbox"/> Yes (If yes, please explain):			
PERSONAL JOURNEY ESSAY				
Help us get to know you by providing some background information about yourself.	Please compose and submit a 300-400 word statement (testimony) outlining the following: <ul style="list-style-type: none"> • your general background, • your faith journey and religious experience, • your educational goals and expectations, • your reasons for wanting to attend Alberta Bible College. 			
	My Personal Journey Essay is: <input type="checkbox"/> Attached <input type="checkbox"/> Following by mail <input type="checkbox"/> Following by email			

STATISTICAL DATA

Who or what influenced you to apply to ABC?

How did you first hear about Alberta Bible College? Check all that apply.

- Church Recruitment Event Website/Internet Career Fair Emerge Weekend
 Poster/Brochure Magazine/Newspaper Radio/TV Friend Parent
 Pastor Current/Former ABC student (name): _____

REFERENCES AND CHARACTER

Help us get to know you by providing some background information about yourself.

Have you ever been convicted of an offence under civil or criminal law?

- No Yes (If yes, please disclose):

Are there any legal or moral issues which ABC should be made aware of?

- No Yes (If yes, please disclose):

Please give reference forms to a pastor/church leader and an employer/professional acquaintance and ask them to return the forms directly to ABC.

Your referees must be over 25 years old and should know you well enough to provide a character reference in support of your application to ABC.

Supply the names of your referees in this section.

Employer or Professional Acquaintance Reference (NOT A FAMILY RELATION)

Name	Connection with you
Email Address	Phone (including area code)

Pastor or Church Leader Reference

Name	Connection with you
Email Address	Phone (including area code)

APPLICATION FEE AND DECLARATION

A NON-REFUNDABLE APPLICATION FEE MUST ACCOMPANY THIS FORM:

Canadian Residents: \$75

International Students: \$150

We encourage applicants to phone in their credit card information.

DO NOT SEND CREDIT CARD INFORMATION BY EMAIL — PHONE IT IN TO THE ENROLLMENT OFFICE OR BRING IN PERSON

- I wish to pay the Application Fee by credit card: Visa MasterCard
 I am paying the required Application Fee by enclosed cheque (payable to Alberta Bible College)

PICTURE IDENTIFICATION

- I have attached a copy of government issued photo ID (license OR passport OR immigration identification)
 I will bring a copy of government issued ID in person to be copied and filed with application

DECLARATION OF THE APPLICANT:

I declare that the information provided in this application is true and accurate to the best of my knowledge and that no information has been withheld. I understand and accept that submission of this application does not imply my acceptance as a student and that Alberta Bible College retains the right to refuse my application in its sole discretion without further obligation to me. The information in this application and all application materials may be used by the employees of Alberta Bible College for purposes that are appropriate for fulfilling the institutional mission and providing me with a quality education.

I have read **Our Commitment to the Christian Faith** as outlined in the current Alberta Bible College Academic Calendar (page 7), and I agree, if admitted, to comply with/be guided by this statement as well as **The Community Rule of Life** (page 6), and Academic and Financial Policies.

Applicant's Signature

Date (DD/MM/YYYY)

Employer or Professional Acquaintance Reference

For Applicant to Alberta Bible College

<p>TO THE APPLICANT: After completing the Applicant Information, please give this form to your reference for him or her to return directly to us. Your reference should not be related to you and should be someone over the age of 25. A work supervisor, teacher or guidance counsellor, or family friend, are some ideas of people you could ask to serve as your Employer or Professional Acquaintance Reference.</p>	APPLICANT INFORMATION (TO BE COMPLETED BY THE APPLICANT):		
	First Name	Middle Name	Last Name
	Mailing Address	City, Province	Postal Code
	I hereby agree that references given as part of this application are confidential and I waive the right to access this information.		
	Applicant's Signature		Date (DD/MM/YYYY)
<p>TO THE REFERENCE: The applicant has applied for admission to Alberta Bible College. As part of the admission process, we ask for references. Thank you for serving in this capacity on behalf of the applicant.</p> <p><u>Please complete the form and return it directly to us as described below.</u></p> <p>We appreciate your straightforward comments and will handle your recommendation seriously and with strict confidence.</p> <p>If you have any questions about this process or believe you are not able to evaluate the applicant, please call the Enrollment Office at 403.282.2994 or toll free at 1.877.542.9492.</p>	REFERENCE QUESTIONS (TO BE COMPLETED BY THE REFERENCE):		
	How long have you known the applicant?		
	How well?	<input type="checkbox"/> by name/sight	<input type="checkbox"/> casually/few personal contacts
		<input type="checkbox"/> very well/numerous personal contacts	<input type="checkbox"/> know the applicant quite well
	In what capacity?		
	Please comment on any outstanding abilities or talents the applicant has demonstrated:		
	In social relationships, the applicant is: <input type="checkbox"/> sought out <input type="checkbox"/> well received <input type="checkbox"/> tolerated <input type="checkbox"/> avoided Please comment or explain:		
	Please comment on the applicant's ability to work with others:		
	The applicant's influence over his/her peers is: <input type="checkbox"/> positive <input type="checkbox"/> neutral <input type="checkbox"/> negative		
Are there any emotional, social, academic or character issues that would hinder the applicant in an intensive academic and/or practical ministry environment?			

Please check the terms which best describe the applicant:			
Emotional Stability <input type="radio"/> Excellent <input type="radio"/> Good <input type="radio"/> Usually stable <input type="radio"/> Occasionally depressed <input type="radio"/> Unpredictable moods	Integrity <input type="radio"/> Consistently trustworthy <input type="radio"/> Reliable and dependable <input type="radio"/> Guided by honesty <input type="radio"/> Somewhat questionable <input type="radio"/> Not trustworthy	Initiative <input type="radio"/> Excellent <input type="radio"/> Good <input type="radio"/> Usually takes initiative <input type="radio"/> Occasionally shows initiative <input type="radio"/> Shows no initiative	Motivation <input type="radio"/> Strongly self-motivated <input type="radio"/> Moderately self-motivated <input type="radio"/> Usually committed <input type="radio"/> Motivated with support <input type="radio"/> Needs lots of encouragement
Communication <input type="radio"/> Excellent <input type="radio"/> Good <input type="radio"/> Usually clear <input type="radio"/> Occasionally misunderstood <input type="radio"/> Unclear	Confidence <input type="radio"/> Very confident <input type="radio"/> Good self-confidence <input type="radio"/> Moderately self-confident <input type="radio"/> Somewhat insecure <input type="radio"/> Lacking in confidence	Work Ethic <input type="radio"/> Manages heavy workload well <input type="radio"/> Usually on top of work <input type="radio"/> Able to keep pace <input type="radio"/> Tends to lag behind <input type="radio"/> Tends toward minimum effort	Organizational Skills <input type="radio"/> Excellent <input type="radio"/> Good <input type="radio"/> Usually organized <input type="radio"/> Somewhat disorganized <input type="radio"/> Quite disorganized
Responsibility <input type="radio"/> Strongly responsible <input type="radio"/> Very responsible <input type="radio"/> Usually responsible <input type="radio"/> Somewhat unreliable <input type="radio"/> Shows no responsibility	Leadership <input type="radio"/> Leads exceptionally well <input type="radio"/> Good leadership skills <input type="radio"/> Emerging leadership skills <input type="radio"/> Indecisive or hesitant to lead <input type="radio"/> Prefers to follow	Concern for Others <input type="radio"/> Shows deep concern for others <input type="radio"/> Aware, interested and helpful <input type="radio"/> Indifferent about others <input type="radio"/> Self-centered <input type="radio"/> Anti-social	Teachability <input type="radio"/> Very open and responsive <input type="radio"/> Good response to new ideas <input type="radio"/> Ambivalent to growth <input type="radio"/> Reluctant to change <input type="radio"/> Closed minded
<p>Please share any other information you may have about the applicant that would help in our evaluation, such as recent experiences, incidents, or general personality appraisal.</p>			
<p>Based on all of the above information, would you recommend that we accept this applicant?</p> <p> <input type="checkbox"/> Yes, with enthusiasm <input type="checkbox"/> Yes, with reservations (please explain): <input type="checkbox"/> Yes <input type="checkbox"/> No (please explain): </p> <p>Explanation or final comments:</p>			
REFERENCE INFORMATION (TO BE COMPLETED BY THE REFERENCE):			
Name		Organization/Your Title	
Mailing Address		City, Province	Postal Code
(Area Code) Phone		Email Address	
Signature		Date (DD/MM/YYYY)	
RETURN TO ALBERTA BIBLE COLLEGE BY:			
MAIL Alberta Bible College Enrollment Office 635 Northmount Dr NW Calgary, AB T2K 3J6		FAX 403.282.3084	EMAIL (attachment) admissions@abccampus.ca

Pastor or Church Leader Reference

For Applicant to Alberta Bible College

<p>TO THE APPLICANT: After completing the Applicant Information, please give this form to your reference for him or her to return directly to us. Your reference should not be related to you and should be someone over the age of 25. A youth leader, teacher, church elder, or pastor, are some ideas of people you could ask to serve as your Pastor or Church Leader Reference.</p>	APPLICANT INFORMATION (TO BE COMPLETED BY THE APPLICANT):		
	First Name	Middle Name	Last Name
	Mailing Address	City, Province	Postal Code
	I hereby agree that references given as part of this application are confidential and I waive the right to access this information.		
	Applicant's Signature	Date (DD/MM/YYYY)	
<p>TO THE REFERENCE: The applicant has applied for admission to Alberta Bible College. As part of the admission process, we ask for references. Thank you for serving in this capacity on behalf of the applicant.</p> <p><u>Please complete the form and return it directly to us as described below.</u></p> <p>We appreciate your straightforward comments and will handle your recommendation seriously and with strict confidence.</p> <p>If you have any questions about this process or believe you are not able to evaluate the applicant, please call the Enrollment Office at 403.282.2994 or toll free at 1.877.542.9492.</p>	REFERENCE QUESTIONS (TO BE COMPLETED BY THE REFERENCE):		
	How long have you known the applicant?		
	How well?	<input type="checkbox"/> by name/sight <input type="checkbox"/> casually/few personal contacts <input type="checkbox"/> very well/numerous personal contacts <input type="checkbox"/> know the applicant quite well	
	In what capacity?		
	To your knowledge, has he/she made a commitment to Jesus Christ? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Don't know		
	Please comment on the spiritual gifts or any special abilities the applicant has demonstrated:		
	In social relationships, the applicant is: <input type="checkbox"/> sought out <input type="checkbox"/> well received <input type="checkbox"/> tolerated <input type="checkbox"/> avoided Please comment or explain:		
	Please comment on the applicant's ability to work with others:		
	The applicant's influence over his/her peers is: <input type="checkbox"/> positive <input type="checkbox"/> neutral <input type="checkbox"/> negative		
	Are there any emotional, spiritual, or character issues that would hinder the applicant in an intensive academic and/or practical ministry environment?		
If able, please comment on the applicant's family life and/or situation:			

Please comment on the applicant's level of involvement and/or commitment in church activities:

Please check the terms which best describe the applicant:

Emotional Stability <input type="radio"/> Excellent <input type="radio"/> Good <input type="radio"/> Usually stable <input type="radio"/> Occasionally depressed <input type="radio"/> Unpredictable moods	Integrity <input type="radio"/> Consistently trustworthy <input type="radio"/> Reliable and dependable <input type="radio"/> Guided by honesty <input type="radio"/> Somewhat questionable <input type="radio"/> Not trustworthy	Initiative <input type="radio"/> Excellent <input type="radio"/> Good <input type="radio"/> Usually takes initiative <input type="radio"/> Occasionally shows initiative <input type="radio"/> Shows no initiative	Motivation <input type="radio"/> Strongly self-motivated <input type="radio"/> Moderately self-motivated <input type="radio"/> Usually committed <input type="radio"/> Motivated with support <input type="radio"/> Needs lots of encouragement
Communication <input type="radio"/> Excellent <input type="radio"/> Good <input type="radio"/> Usually clear <input type="radio"/> Occasionally misunderstood <input type="radio"/> Unclear	Confidence <input type="radio"/> Very confident <input type="radio"/> Good self-confidence <input type="radio"/> Moderately self-confident <input type="radio"/> Somewhat insecure <input type="radio"/> Lacking in confidence	Work Ethic <input type="radio"/> Manages heavy workload well <input type="radio"/> Usually on top of work <input type="radio"/> Able to keep pace <input type="radio"/> Tends to lag behind <input type="radio"/> Tends toward minimum effort	Organizational Skills <input type="radio"/> Excellent <input type="radio"/> Good <input type="radio"/> Usually organized <input type="radio"/> Somewhat disorganized <input type="radio"/> Quite disorganized
Responsibility <input type="radio"/> Strongly responsible <input type="radio"/> Very responsible <input type="radio"/> Usually responsible <input type="radio"/> Somewhat unreliable <input type="radio"/> Shows no responsibility	Leadership <input type="radio"/> Leads exceptionally well <input type="radio"/> Good leadership skills <input type="radio"/> Emerging leadership skills <input type="radio"/> Indecisive or hesitant to lead <input type="radio"/> Prefers to follow	Concern for Others <input type="radio"/> Shows deep concern for others <input type="radio"/> Aware, interested and helpful <input type="radio"/> Indifferent about others <input type="radio"/> Self-centered <input type="radio"/> Anti-social	Teachability <input type="radio"/> Very open and responsive <input type="radio"/> Good response to new ideas <input type="radio"/> Ambivalent to growth <input type="radio"/> Reluctant to change <input type="radio"/> Closed minded

Please share any other information you may have about the applicant that would help in our evaluation, such as recent experiences, incidents, or general personality appraisal.

Based on all of the above information, would you recommend that we accept this applicant?

- Yes, with enthusiasm Yes, with reservations (please explain):
 Yes No (please explain):

Explanation or final comments:

REFERENCE INFORMATION (TO BE COMPLETED BY THE REFERENCE):

Name	Church Name/Your Title	
Mailing Address	City, Province	Postal Code
(Area Code) Phone	Email Address	
Signature	Date (DD/MM/YYYY)	

RETURN TO ALBERTA BIBLE COLLEGE BY:

MAIL Alberta Bible College Enrollment Office 635 Northmount Dr NW, Calgary, AB T2K 3J6	FAX 403.282.3084	EMAIL (attachment) admissions@abccampus.ca
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Personal Journey Essay Instructions

Compose and submit a 300–400 word statement (testimony) outlining the following: your general background; faith journey and religious experience; educational goals and expectations; and your reasons for wanting to attend Alberta Bible College.

Request for High School Transcripts (Alberta High Schools Only)

**Transcripts can be requested online by accessing
<https://education.alberta.ca/transcripts/features/>**

Phone: 780-427-5732 (for toll-free access within Alberta, first dial 310-0000)

TRANSCRIPTS MUST BE SENT DIRECTLY TO

Alberta Bible College

635 Northmount Drive N.W.

Calgary, AB T2K 3J6

Fax: (403)282-3084 • Email: admissions@abccampus.ca

If you attended a post-secondary institution, please contact them and have your official transcripts sent directly to Alberta Bible College.

Freedom of Information & Privacy (FOIP/PIPA) Waiver

I give permission for my name, address and phone number to be given out to fellow students, faculty and staff as well as other interested parties in the school program (i.e. PML supervisors).

I also give permission for pictures taken at college related activities to be used at the discretion of the college staff. I understand that this information will not be sold or given out for commercial gain. This information is available for the use of the school during the entire course of my study.

Name: _____

Signature: _____ Date: _____

We need your written permission in order to adhere to the guidelines of the Freedom of Information and Privacy Act / Personal Information Protection Act.



ALBERTA BIBLE COLLEGE

Student Information and Technology Use Agreement

Computer, computer files, the e-mail system, internet access, and software furnished to employees and students, and all communications data or information created, stored, or transmitted are the property of Alberta Bible College (ABC), and intended for the sole purpose of accomplishing our mission "to equip people for effective service and witness for Christ".

The purpose of this agreement is to promote this mission, through helping to protect the integrity of both the human and technological resources of ABC.

Specific Policies, Privileges, Limitations, and Procedures:

1. User IDs and Passwords

ABC manages student information using Populi. After all registration information has been received, students receive an email with a link to create a password for their Populi Account. Students can edit their personal information and view their education information, such as courses and degrees using their user ID and password. Passwords are confidential and must be treated as such. Giving private passwords to others is strictly prohibited, except for purposes of technical assistance, or providing access to those who temporarily cover responsibilities. When a student leaves the College, his/her ID and password will remain in place unless ABC deems it necessary to terminate it.

2. Email and Internet Access

a. Email

ABC uses Google Apps, which is integrated with Populi. When a student creates their password for Populi they are automatically assigned a Google apps email address which will be used by faculty and staff in all communications. The password is the same as the Populi password that the student creates. When a student leaves the College, his/her email and password will remain in place unless ABC deems it necessary to terminate it.

b. Internet Use

No other person(s), other than employees, registered students, or permitted others, are allowed to use ABC internet connection.

c. Software installation

The College makes every attempt to provide the technology/informational tools required for students to have the tools necessary to facilitate sound learning. No ABC employee, contractor, or student may install any computer software on ABC equipment, including but not limited to software applications, screen savers, etc., without the express permission of the Learning Resource Centre staff.

CONTINUED...

...CONTINUED FROM **STUDENT INFORMATION AND TECHNOLOGY USE AGREEMENT**

3. Information Collection and Use

- a. Confidential information of any sort may only be collected and used within the parameters of ABC's Privacy Policy. Confidential information kept electronically, is kept secure by password. Confidential information on paper can be viewed at the general office and is stored in lockable vaults.
- b. Students collecting, analyzing, storing, or otherwise using data for human research, need to comply with the Ethical Standards for Human Research, as available in the Learning Resource Center.

To ensure compliance with this policy, Alberta Bible College reserves the right to monitor computer, e-mail, and internet usage, as proprietor. This right can only be exercised through the Privacy Policy administrator and the IT Administrator, under the supervision of the President. The IT Administrator operates without prejudice in relationship to the College. The ethical use of information technology tools, whether provided by ABC, or privately owned, by both students and employees, falls under the Community and Student Life Expectations of Alberta Bible College. This includes the critical matter of being careful with our speech, and how we treat people, to build them up and not tear them down. Gossip, bullying, or other forms of communication so destructive of community and human dignity, will not be tolerated in internet communications of any kind, for example, blogging, social networking sites (MSN, Facebook, etc.), or other electronic communication.

Non-compliance with the above provisions and limitations may lead to disciplinary action, including expulsion. This agreement is effective during the entire course of my study at ABC.

Name: _____

Signature: _____ Date: _____

Alberta Bible College Community Rule of Life

1. We love God, the Church, other Christ-followers, our neighbours, and our enemies.
2. ABC students and faculty/staff worship together in chapel weekly (College program) and once per course (PACE). We also worship and serve regularly in our local churches. We engage Scripture and pray both in solitude and community.
3. We seek a continual awareness of the presence, activity, and voice of God in our lives and in the world.
4. We pursue excellence in whatever work God has called us to, fulfilling it with commitment and integrity. This includes our studies, our teaching and administrative duties, and our leadership responsibilities.
5. We honour God with our bodies by engaging in healthy patterns of eating, rest, and physical activity. To help us foster this practice, we do not abuse alcohol or misuse drugs.
6. We honour God's creation. In regards to the earth's natural resources, we reduce, reuse, and recycle. In regards to our time and financial resources, we are wise and generous.
7. We pursue holiness in all areas of life. This guides our entertainment choices regarding film, television, radio, the Internet, theatre, dance, and music.
8. We live chaste lives. That is, we practice sexual purity. We reject pornography or any other objectification of humans.
9. We use our words to encourage and build each other up. We speak directly to those with whom we have a concern. When others fail us, we extend forgiveness. When we fail others, we seek their forgiveness. Our use of technology and social media is guided by these values.
10. We submit to those in authority, unless their expectations are contrary to biblical truth.
11. We acknowledge that living in community is challenging, yet we sacrifice our individual liberty for the good of the community. When differences arise, we choose the course that demands greater personal restraint and self-discipline.

As a member of the ABC community, my desire is that these core values will become increasingly evident in my life. I choose to trust those in authority and Christian leadership to hold me accountable. I also acknowledge that non-compliance with the above could be sufficient reason to be asked to leave the college. This agreement is effective during the entire course of my participation in the ABC community.

Name: _____

Signature: _____ Date: _____

Alberta Bible College Statement of Faith

Our commitment to the Christian faith is:

- That Jesus is the Christ, the Son of the Living God, and, as such, is Head of His Body, the Church (Matt 16:16; Col 1:18);
- That He died to atone for the sins of all people and that He was raised from the dead for their justification (Rom 4:25);
- That people are justified by faith in Him according to the terms of the Gospel laid down in the New Testament (John 3:16; Acts 2:38; Rom 10:9-10);
- That the Holy Spirit lives in the Body of Christ, gifting Christians for ministry, and producing the fruit of the Spirit (I Cor 12:4; Gal 5:22-23);
- That the Bible is the inspired Word of God and that the New Testament is the all-sufficient guide for the teaching, organization, and life of the Church (II Tim 3:14-16);
- That the unity of all believers is Biblical Christianity (John 17:20; Eph 4:1-13); and
- That the mission of the Church worldwide is evangelism and Christian nurture (Matt 28:18-20).

I understand that this is ABC's Statement of Faith and I will respect it during the entire course of my participation in the ABC community.

Name: _____

Signature: _____ Date: _____



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