

An extension of Andrew Wommack Ministries

International Student Guidelines

E-mail to: info@cbccapetown.net

Charis Bible College is registered a non-profit organization to prepare students for ministry work. The school offers a two-year diploma programme in biblical and practical study and a third year intern programme. Our desire is to provide quality biblical and spiritual instruction to Christian students who desire to:

- Enhance their spiritual growth and Christian walk
- Acquire biblical knowledge and training
- Develop necessary skills to prepare for further ministry or a ministerial calling
- Learn to walk and live a spirit-filled victorious life
- Equip the Body of Christ in the truth of the gospel and in turn will teach others

Guidelines for Initial Enrollment

International students outside SA desiring to attend CBC and receive a certificate must meet the following criteria to be accepted:

- Be proficient in English
- Be at least 18 years of age
- Make or have made a written request to attend CBC
- Be willing to abide by the student and International Student Guidelines
- Agree to attend CBC Full-time
- Agree to not accept any type of employment while in SA
- Agree to return to his/her home country immediately following the completion of studies at CBC

Have proof of financial ability to pay all fees and tuition, as well as support themselves and any dependents without working while in SA. The amount required presently for living expenses:

- Tuition and fees: R16 500 (R1 1840 x 9 months)
R14 500 paid in advance
- Accommodation: ± R18 000 (R1 500 X 12 months)
- Living expenses: + R18 000 (1 500 X 12 months) electricity and food

A copy of their bank statement must be attached.

Turn in the following items to the school office:

- Application for admission (to include a current picture, completed essay, friend recommendation and translated transcript of highest level of education achieved from school of origin).
- R500 non-refundable registration fee
- Signed international student guideline - * please sign attached acknowledgement

- Financial Assurance form with bank statement
- Written notification of how student intends to pay the first year tuition and fees
- Photocopy of the student's passport identification page or some other official identity document clearly showing the student's first and last names

Note: The registration fee must be paid before any paperwork will be processed. Tuition for the first year must be paid before the school start date (3 February 2014).

Once the above criteria have been met, CBC will process the application.

After receiving your acceptance letter, you will be able to apply for your study permit.

CBC Reporting Requirements

The student is responsible to know and to follow the Student Handbook as well as the International Student Guidelines while attending school. Please be informed that CBC is required to re-register all foreign students each term to confirm their active status and to report the following:

Any disciplinary action taken against a student as a result of the student being convicted of a crime.

Failures to enroll, maintain status, or complete the program.

Date of termination of enrollment and the reason for termination.

Graduation prior to the program end-date on the I-20 Form.

Any special events that would substantially affect the student's attendance or enrollment such as a major illness, accident, etc. The student should immediately contact the school office regarding anything that would interrupt their attendance so that a determination may be made if the student will need to file for an extension of stay and/or if the courses will be able to be completed.

Change of address (The student must immediately inform CBC of any address change.)

Causes for Expulsion

The student will be considered to not be maintaining status and enrollment will be interrupted for any of the following reasons:

Failure to attend classes.

Excessive absences or tardiness.

Acceptance of employment.

Failure to comply with the Student and/or International Student Guidelines.

Failure to pay tuition and fees.

Any criminal activity.

Student falling out of status for any reason

Questions or Concerns Regarding International Student Guidelines

Should a student have any questions or concerns regarding these International Student Guidelines or if an issue arises, the student will contact the Designated School Official at Charis Bible College as soon as possible.

Acknowledgement of International Student Guidelines

I, _____ (Print Name), hereby acknowledge that I have received, understand and will comply with this letter.

Student's Printed Name

Student's Signature

Date

Witness Signature