

ACADEMIC INFORMATION 2024

NOTE: Any changes or occurrences regarding courses, absences and/or assignments/projects need to be cleared with the Academic director and not the general director.

Credits

In order to live on campus, you must have 17 credit hours as a full-time student. This requirement applies to both single students and to one of the parents in married couples with kids, as the other parent is expected to be responsible for the children. Married couples with no kids can both study full-time.

Changing Courses

Courses may only be changed during the first week after registration day. All changes must be cleared with both the academic director and teacher and if granted, must also be reported to the office.

Attendance

Each student is expected to be on time for classes, devotions, prayer meetings and practices. That is just as true for piano, guitar and voice lessons as well as choir practices as for any other class.

- Late for class: if a class has already begun when the student enters, he/she is late.
- Three "lates" are equal to one absence.
- Three absences change a student's status in that class from 'credit' to 'audit', but the student is still required to attend that class and to complete all work and tests. In order to be absent in class it must first be arranged with the teacher, academic director and house parents. Any unarranged absence will change the student's status in that class from 'credit' to 'audit', but the student is still required to attend that class and to complete all work and tests.

School materials

Course materials are made available in each class. Other supplies such as pens, pencils, writing paper, binders, etc. are available for purchase in the school office.

Personal copies and printings can be made for a nominal fee of two pesos per sheet (side). Please report / pay in the reception.

Library & Study room

- The library is open on weekdays from 9:20 a.m. to 8:50 p.m. except during mealtimes. The library is closed on weekdays.
- Reference books may only be used in the library and must be returned to the librarian when leaving the room.
- Reserved books may be borrowed for a maximum of 3 hours at a time. This can be extended for an additional 3 hours per day if the book has not been requested by another student.
- All books, except reserved and reference books, may be borrowed for a two-week period. This period can be extended but has to be cleared by the librarian.
- Students can have photocopies made in the library for a nominal fee of two Pesos per sheet (side). Copies of homework are provided free of charge.
- To maintain a favorable environment for studying in the library and study room, please follow these guidelines:
 - In the library, students are expected to work quietly and avoid disrupting others.
 - In the study room, students may engage in conversation but should do so in an orderly manner.
 - Please remember to clean up your study area before leaving.
- Food and drinks are not permitted in the library. Please handle borrowed books with care, ensuring they remain clean, and refrain from eating while using them.

Computer/Internet

- There are six computers linked to the internet and for printing. (One computer is exclusive for printing). Students may use the online computers for research purposes, which has priority over all personal use.
- Students are allowed to connect their devices to the Bible Schools open network excluding social media and streaming platforms. This will be supervised and controlled accordingly.

Graduation Requirements

In order graduate, a student must meet the following requirements:

- Be a committed Christian and have a good testimony among fellow students and friends, which must also have been evident during his/her time at Bible School (Rom. 10:9–10; 12:1-2; Eph. 2:8–10). Your character and attitude will also be honestly evaluated before you are allowed to graduate.
- Successfully complete all required courses and fulfill the necessary credit hours (70 credits). The required courses are:

Old Testament I	Old Testament II	Introduction to the Bible
New Testament I	New Testament II	Personal Evangelism
Life of Christ	Acts	Forgiveness
Church History	Mennonite History	Mission
Theology I	Theology II	Spiritual Life
New Testament Book	Old Testament Book	Competent Writing
Hermeneutics		
- Participate in two exit interviews, one with the director and the other with a teacher.
- Present an evening devotion (not merely a personal testimony) during the last year of study.