

Dear Prospective student:

The following information should help you determine the extent to which you are currently able to become involved with our school. Each semester course has a value of 3 credit hours. While the tuition cost is $100.00 per credit hour, the cost of books and the associated shipping/handling fees vary by the course taken. At present, NIM does not offer Financial Aid.

One may just take individual courses to enhance one’s knowledge of God’s Word or pursue a:

* Certificate in Biblical Studies Bachelor of Religious Education
* Sunday School Teacher’s Training Certificate Bachelor of Religious Studies
* Christian Ministries Certificate Bachelor of Arts in Pastoral Ministry
* Associate of Theology Master of Arts in Pastoral Ministry

Each program’s requirements (except for the accelerated *Bachelor of Arts in Pastoral Ministry* and *Master of Arts in Pastoral Ministry* degrees) are part of this information packet. To complete enrollment in the certificate or degree programs, one should send a copy of one’s high school diploma or G.E.D. transcript. Presently, the total number of credits that may transfer from other colleges and universities is thirty (30). Official transcripts are requested for evaluation.

One may pay for a course all at once or make installments. However, ALL fees must be paid in full before course materials are sent. Money orders, checks, Visa or MasterCard are acceptable methods of payment. Those OUTSIDE of the continental United States may use money grams, Western Union or other acceptable electronic forms of payment. Should one decide not to a course after it has been paid, please note Aenon’s withdrawal and refund policies which are included in this packet.

Once course materials are received, one will have three (3) months to complete them and to take the final exams. If lessons and exams have not been completed in the time allotted, the following extension fees are assessed.

* Up to 30 days past the assigned completion date is $25.00
* From 31 days to 60 days past the completion date is $50.00
* From 61 days to 90 days past the completion date is $75.00
* From 91 days and beyond the completion date is $100.00

Aenon is in the process of seeking accreditation from an acceptable source that will allow its students

to transfer credits with confidence and to obtain financial assistance from outside sources.

2

AENON BIBLE COLLEGE’S MISSION

Aenon Bible College has a mission to prepare individuals for Christ-centered ministries and servant-leadership in a diverse, global society and to provide quality education for moral and theological excellence in keeping with Apostolic principles.

To fulfill our mission we diligently strive to:

* Motivate students to develop lifestyles consistent with Scripture and the leading of the Holy Spirit.
* Facilitate growth in ministries through lifelong learning.
* Prepare Christian leaders as pastors, evangelists, church administrators, Christian educators and lay ministers.
* Provide skills and information to assist in updating and redesigning current ministries through continuing educational programs such as workshops, seminars and in-service training.
* Cultivate student attitudes and sensitivities regarding utilization of physical and technological resources to effectively minister in a changing world.
* Provide academic programs leading to certificates and degrees of higher learning.

Aenon’s Heritage

In 1940 Bishops Karl F. Smith and LaBaugh H. Stansbury began the drive to establish a Pentecostal Bible Training Center. It was given the name of “Aenon”, meaning “springs”, alluding to the waters of educational and spiritual refreshing that would spring from its midst. The school was officially dedicated January 16, 1941 with a handful of students. Seventy years later, Aenon Bible College has expanded its central campus with nearly a hundred and twenty satellite campuses. Thousands have matriculated since that first enlightened day of classes.

Recognition

Aenon Bible College is the official training center for the Pentecostal Assemblies of the World, Inc. It also functions in the state of Indiana as a legitimate degree granting institution. Additionally, Aenon is accredited by the Accrediting Commission International (ACI), an independent accrediting agency that specializes in seminaries, Bible colleges, and small specialized schools.

An accrediting organization is a “watchman on the wall”. Although each one is different and may focus in different areas of accreditation, they recognize an educational institution as maintaining standards that qualify the graduates for admission to higher or more specialized institutions or for professional practice.

ACI, primarily a religious school accrediting agency, has as its primary objective to encourage and maintain sound scholarship in the areas of private education. It has more than 200 schools in 9 countries, on 5 continents with 21,000 students. As a member of the National Federation of Independent Businesses, ACI operates in 39 states, including Washington, D.C.

A degree covers the major taken with that degree. A student should understand that credits taken in one type of program may or may not transfer to another. *This is the sole determination of the receiving institution.* Thus being said, credits from Aenon Bible College, primarily a Christian school, are not guaranteed to be accepted by secular or state run schools.

3

Degree Options

There are many degrees available to students seeking to continue their education after high school. Each degree is different and varies in requirements and the time it takes to complete. The list below details four degrees, three of which are available at Aenon:

A. **Associate of Theology.** This degree qualifies graduates to enter the workforce or continue their education in a four-year college program.

B**. Bachelor’s Degrees.** Aenon has three, namely, the Bachelor of Religious Education, the Bachelor of Religious Studies, and the Bachelor of Arts in Pastoral Ministry.A bachelor’s degree is an undergraduate degree program that usually takes four years to complete. Graduates are qualified to work in entry- or management-level positions, depending on the field. *A bachelor’s degree is also required for admittance into the master’s program.*

 Aenon’s *Bachelor of Arts in Pastoral Ministry* is an accelerated degree program. Requirements

 Include a high school diploma or its equivalent and the development of a portfolio.

C**. Master of Arts in Pastoral Ministry.**Master’s degree programs are graduate programs allowing

students to specialize in an area of study and typically take one to three years to complete. Along

with an undergraduate degree, enrolling in Aenon’s *Master of Arts in Pastoral Ministry* requires a

 thesis.

Earning a master’s degree qualifies graduates to work in advanced or executive-level positions. It is also required for entrance into some doctoral programs.

 D**. Doctoral Degrees.** These programs are the professional level of academic study programs. Entry into a doctoral program usually requires a master’s degree. Completing a doctorate can take two to three years, involving the completion of a dissertation based on a major research project.

 Graduates are qualified to work as experts in business, research or as professors at universities. At the present, Aenon does not have a doctoral program.

Certificate Programs

Aenon has several certificate programs, which carry college credit, but are non-degree programs. They include:

1. **Certificate in Biblical Studies** is designed to provide a basic understanding of the Scriptures and a foundation for Christian living. Course requirements are 30 hours.

 B. **Sunday School Teachers Training** is designed to equip students to be effective Christian

 educators serving both the church and Christian schools.

 C. **Christian Ministries** is also designed to help students demonstrate competence in Christian

 education and related ministries.

 D. **Ministerial Introduction** is a three-months’ course that is the first step toward obtaining a national license with the Pentecostal Assemblies of the World, Inc.

 E. **Ordination Preparation is** a six-months’ course for those who have been approved to become

 an ordained minister with the Pentecostal Assemblies of the World, Inc.

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CERTIFICATE IN BIBLICAL STUDIES\*

This non-degree program is designed to provide a basic understanding of the Scriptures and a foundation for Christian living.

**Course Requirements – 30 Hours**

ENG 101 English Grammar 3 hours BIB 111 N.T. Survey 3 hours

ENG 102 English Composition 3 hours MIN 123 Principles of Worship 3 hours

MAT 182 Mathematics 3 hours CED 130 Christian Education 3 hours

BIB 110 O.T. Survey 3 hours HIS 131 History of Pentecost 3 hours

Electives

Bible Elective 3 hours Theology Elective 3 hours

***\*Please note: No more than six (6) transfer credits will be accepted from other colleges or universities.***

SUNDAY SCHOOL TEACHERS TRAINING PROGRAM

*and*

CHRISTIAN MINISTRIES CERTIFICATE PROGRAM

These non-degree programs are design to equip students to be effective educators serving both the church and/or Christian schools. Students gain an understanding of:

* The Word of God through systematic study and application
* Christian education pedagogy and child development psychology

Upon completion of the programs students demonstrate competence as servant-leaders in:

* Modeling Christian characteristics in daily living situations
* Assisting educational administrators and supervisors in a Christian school or related ministry
* Helping plan and develop Christian education curricula for churches, schools, and para-church organizations
* Effectively communicating the Word of God under the inspiration of the Holy Spirit
* Defining and developing one’s personal ministries within the established church

**Required Courses for Sunday School Teachers – 12 Hours**

BIB 110 O.T. Survey 3 hours CED 130 Christian Education 3 hours

BIB 111 N.T. Survey 3 hours CED 131 Christian Education 3 hours

**Required Courses for Christian Ministries – 24 Hours**

CED 130 Christian Education 3 hours HIS 230 History of Pentecost 3 hours

CED 131 Christian Education 3 hours MIS 263 Personal Evangelism 3 hours

THE 260 Systematic Theology 3 hours THE 261 Systematic Theology 3 hours

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ASSOCIATE OF THEOLOGY

This degree program is designed to provide a solid Biblical foundation and basic ministry skills. It also forms the basis for continued study in the four-year bachelor’s program.

Upon completion of this program students possess the basic skills to:

* Communicate the Word of God with clarity and conviction.
* Understand the Biblical and historical development of the church.
* Gain knowledge in general education subjects.
* Model Christian characteristics in daily living situations.
* Define and develop individual ministry within the church.
* Become acquainted with the Christian educational requirements of the church.

**Course Requirements = 60 Hours**

General Requirements = 21 Hours

English 6 hours Natural Science 3 hours

Math 3 hours Speech 3 hours

Sociology 3 hours Psychology 3 hours

Biblical Studies = 33 Hours

Bible & Theology 18 hours Missions 3 hours

Christian Education 6 hours Religious History 3 hours

Ministry 3 hours

Electives = 6 Hours

***Please note: If a student has attended college elsewhere, the maximum number of transfer credits is thirty (30).* Those credits must be comparable to those required by the Associate of Theology degree.**

6

BACHELOR OF RELIGIOUS EDUCATION

The Bachelor of Religious Education (BRE) program prepares students to be Christian educators serving both the church and Christian schools. The students will gain an understanding of:

* Biblical tenets of the church in its historical and modern contexts.
* Christian education pedagogy and child development psychology.
* The Word of God through systematic study and application.

Upon completion of the program students demonstrate competence as servant-leaders in:

* Modeling Christian characteristics in daily living situations.
* Serving as educational administrators, supervisors or teachers in a Christian school or related ministry.
* Planning and developing Christian education curricula for churches, schools and para-church organizations.
* Developing Christian education programs for adult learners.
* Effectively communicating the Word of God under the inspiration of the Holy Spirit.

**Course Requirements = 120 Hours**

General Studies Requirements = 45 Hours

English 6 hours Natural Science 3 hours

Ethics 3 hours Philosophy 3 hours

Foreign Language 6 hours Psychology 3 hours

Literature 3 hours Social Science 3 hours

Math 3 hours Sociology 3 hours

Music/Art Appreciation 6 hours Speech 3 hours

Biblical Studies Requirements = 60 Hours

Bible/Theology 18 hours Missions 3 hours

Christian Education 21 hours Religious History 9 hours

Ministry 6 hours Spiritual Maturity 3 hours

Electives = 15 Hours

***If a student attended college elsewhere, the maximum number of transfer credits is thirty (30). Those credits must be comparable to those required by the Bachelor of Religious Education.***

7

BACHELOR OF RELIGIOUS STUDIES

The Bachelor of Arts in Religious Studies degree program offers Christian education for students who have completed post-secondary studies in the arts and sciences. It recognizes the increasing number of students holding baccalaureate degrees who wish to pursue study in religion.

This degree program equips students with knowledge and skills for effective ministry within the local church and the community. Upon completion of the program students will gain an understanding of:

* Biblical tenets of the church in its historical and modern contexts
* The Word of God through systematic study and application
* Apostolic influences of the Christian church

Upon completion of the program students will be able to demonstrate competence as servant-leaders in:

* Modeling Christian characteristics in daily living situations
* Developing and maintaining a consistent pattern of spiritual growth and maturity
* Defining and developing individual ministries within the established church
* Effectively communicating the Word of God under the inspiration of the Holy Spirit

Required Core Courses = 30 Hours

BIB 110 Old Testament Survey (3 hours)

BIB 111 New Testament Survey (3 hours)

BIB 115/116 Life of Christ (6 hours)

CED 230 Spiritual Growth & Maturity (3 hours)

HIS 131 History of Pentecost (3 hours)

MIN 123 Principles of Worship (3 hours)

MIS 263 Personal Evangelism (3 hours)

THE 162 Principles of Apostolic Doctrine (3 hours)

THE 263 Hermeneutics (3 hours)

Area Electives = 24 Hours

Bible Elective (6 hours)

Biblical or Foreign Language (6 hours)

Ministry Elective (6 hours)

Christian Education Elective (6 hours)

Theology Elective (6 hours)

8

HOME STUDY APPLICATION FOR ADMISSION

(to be completed by new Aenon students)

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Last 4 Digits of SS#: \_\_\_\_\_\_\_\_\_\_\_\_

Street Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City/State/Zip: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Home Phone: ( ) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Cell Phone: ( ) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Date of Birth: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Gender: Male \_\_\_\_\_ Female \_\_\_\_\_

**Previous Education**

High School Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Graduation Year: \_\_\_\_\_\_\_\_\_

City/State: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

College Name :\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Years Attended: \_\_\_\_\_\_\_\_\_\_\_\_\_\_

City/State: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Degree: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

College Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Years Attended: \_\_\_\_\_\_\_\_\_\_\_\_

City/State: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Degree: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Life/Work Experience in the Field of Study Being Sought**

1. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

2. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

3. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Should I be accepted, I agree to abide by the regulations of Aenon Bible College. I also affirm that the information is true and verifiable.

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

***A one-time, non-refundable application fee of $20.00 must accompany this form.***

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HOME STUDY REGISTRATION FORM

(to be completed by all Aenon students)

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Last 4 Digits of SS#: \_\_\_\_\_\_\_\_\_\_\_

City/State/Zip: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Home Phone: ( ) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Cell Phone: ( ) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Date of Birth: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Gender: Male \_\_\_\_\_ Female \_\_\_\_\_

==================================================================================

Have you taken Aenon courses before? \_\_\_\_\_\_Yes \_\_\_\_\_\_ No

Are you pursuing a degree? \_\_\_\_\_\_\_ Yes \_\_\_\_\_\_\_ No

===================================================================

Please list the names and numbers of the courses for which you are registering below:

1. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

2. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

3. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

***Please note: A registration fee of $20.00 must accompany this*** ***form to process your enrollment.***

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AENON BIBLE COLLEGE

*Distance Learning Department*

**BOOK ORDER FORM**

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Street: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City/State/Zip: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Telephone: ( ) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Course Name | Book Title | Quant | Unit Cost | Total Cost |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

 \*Shipping/Handling \_\_\_\_\_\_\_\_\_\_

 Grand Total \_\_\_\_\_\_\_\_\_

Note: Please include 10% of the total cost for shipping and handling. Keep a copy of completed order form for your records.

11

CHARGE CARD PAYMENT REQUEST

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name (on the card): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Billing Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City/State/Zip: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone: ( ) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Charge Card Type: VISA \_\_\_\_\_ MasterCard \_\_\_\_\_ Expiration Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

CARD NUMBER: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Purpose of Charge: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Total Charge Amount: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Signature of card holder: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Below the following line is to be filled out by Aenon Bible College

================================================================

Processed by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Charge card approval number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Aenon Bible College

3939 Meadows Drive

Indianapolis, IN 46205

317-549-0255

317-549-0224 Fax

[www.aenonbiblecollege.us](http://www.aenonbiblecollege.us)

12



 AENON BIBLE COLLEGE

 *Request for Evaluation of College Transcript*

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Last 4 Digits of SS#: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City/State/Zip: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Telephone: ( ) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Former or Maiden Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

DEGREE OBJECTIVE:

* Associate of Theology
* Bachelor of Religious Education
* Bachelor of Religious Studies
* Bachelor of Arts in Pastoral ministry (accelerated program)
* Master of Arts in Pastoral Ministry

**List of prior colleges/universities:** *(Please contact each and request for official transcript(s) to be sent to Aenon Bible College.)*

|  |  |  |
| --- | --- | --- |
| **School Name** | **City/State** | **Year (s)** |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

*I am requesting that Aenon Bible College evaluate my college transcript(s) for the purpose of determining transfer credit. I understand that I must be a degree-seeking student to make this request. I also understand that only courses that are relevant to Aenon’s existing degree programs are eligible* *for consideration.*

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

13

TRANSFER CREDIT POLICY

Students who are accepted into a degree program and register for courses may request transfer credit for relevant courses from acceptable institutions.

Transfer of credit is subject to the approval of the Academic Dean for on-campus students or the Distance Learning Director for distance learning students. The following additional limitations apply:

* The course(s) for which transfer of credit is requested must have been completed within five (5) years prior to the awarding of the Aenon degree.
* Credits for courses in which the student earned a grade below C- (75%) or took a non-letter grade such as pass/fail are not transferable.
* A maximum of 30 credits may be transferred for the Associate of Theology degree and the Bachelor of Religious Studies.
* A maximum of 60 credits may be transferred for the Bachelor of Religious Education and the Bachelor of Arts in Pastoral Ministry.
* Students who pursue the Master of Arts in Pastoral Ministry must have an earned Bachelor degree to their credit.

How to Apply for Transfer of Credit:

* Submit the completed form along with an official copy of your college or university transcript.
* If required, submit a syllabus of the courses.
* Forward the approved form and official transcripts to:

*On campus students:* Academic Dean

 Aenon Bible College

 3939 Meadows Drive

 Indianapolis, IN 46205

*Distance Learning students:* Distance Learning Director

 Aenon Bible College

 3939 Meadows Drive

 Indianapolis, IN 46205

 jallen@dl.aenonbiblecollege.us

Telephone: 317-549-0255

 Fax: 317-549-0224

Website: [www.aenonbiblecollege.us](http://www.aenonbiblecollege.us)

14

CALCULATING YOUR COSTS

This form will help calculate your costs for all Aenon courses. The maximum number of courses that may be taken at the same time is three (3). Most courses are three credit hours and take up to three (3)

months to complete.

A. List courses by name and number on the lines below:

 1. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 2. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 3. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

B. List the total number of credits per course: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

C. Multiply the total number of course credits by **$60.00**: $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

D. First time Aenon students pay a one-time, non-refundable Application fee of:  **$20.00**

E. The **$20.00** registration fee is due each time one registers for new courses: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

F. Please complete the “Book Order” form. Be sure to include 10% of the

 total order for shipping and handling fees. TOTAL BOOK ORDER: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

G. Please add lines B through F for the amount that is owed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

***Note: Be advised that ALL fees must be paid in full before any course materials are sent. Personal checks, money orders or payment by Visa or Master Card are acceptable. If a personal check is returned for insufficient funds, a $25.00 assessment will be added to the amount owed. If you wish to charge your order, a form is enclosed.***

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REFUNDS

A student who desires to withdraw from Aenon’s Distance Learning Department must notify the school in writing, preferably using the “Withdrawal Request” form which is part of this packet. Application fees are non refundable. *Regarding refunds for Ministerial Introduction or Ordination Preparation students, a $20.00 shipping and handling fee will be deducted.* If course materials have been annotated by students or found in poor condition, monies spent for them will not be refunded.

Tuition refunds will be distributed according to the following schedule:

|  |  |
| --- | --- |
| First week | 100% |
| Second week | 95% |
| Third week | 88% |
| Fourth week | 82% |
| Fifth week | 76% |
| Sixth week | 70% |
| Seventh week | 64% |
| Eighth week | 59% |
| Ninth week | 53% |
| Tenth week | 47% |
| Eleventh week | 41% |
| Twelfth week | 35% |
| Thirteenth week | 29% |
| Fourteenth week | 24% |
| Fifthteenth week | 18% |
| Sixteenth week | 12% |
| Seventeenth week |  6% |

***Note: Student financial accounts are processed and maintained by Aenon’s Finance Department.***



Aenon Bible College

3939 Meadows Drive \* Indianapolis, IN 46205

317-549-0255

[www.aenonbiblecollege.us](http://www.aenonbiblecollege.us)

Today, studying at home (or away from a physical campus) is a growing trend for students seeking knowledge enhancement, professional development or degrees. Aenon, which is accredited by the Accrediting Commission International, Inc., offers more than thirty individual courses, five certificate programs, five undergraduate degrees, and one master’s degree program.

One of the bachelor’s degrees is an accelerated degree program in which busy, but qualified persons may matriculate in one year. Another undergraduate degree is specifically designed for those who already hold a degree, but desire one in religious studies.

Aenon Bible College is the official educational school for the Pentecostal Assemblies of the World. Since its establishment in 1941, Aenon has matriculated thousands of students utilizing not only the Indianapolis campus but the more than 120 satellite campuses around the world.