

# Media





# Charis Bible School

## Third Year Training Program

Please apply as soon as possible to insure your enrollment in the next class. Review and processing of your application can take up to eight (8) weeks.

### **REQUIREMENTS:**

#### **Character:**

Students will be expected to live in accordance with godly principles as stated in the Student Handbook and the Dress Code and Conduct Information.

#### **Graduation:**

Student desiring to attend Charis Bible College Third year Ministry Training Program must have completed First and Second year, and graduated from Charis Bible College of Woodland Park or a Charis extension location.

#### **Tuition Deposit:**

**Non-refundable \$100 application fee is required with your application.**

**Upon satisfactory completion of the Third year Ministry Training program in the school of your choice you will receive a Certificate of Completion.**

#### **Completed Application:**

##### **1) Application Form**

All questions on the application must be completed. If a question does not apply to you, write "N/A" (not applicable) in the space provided.

##### **2) Essay Question Form for the School Track of your choice. (Worship School, Missions School and Business School have additional required forms.)**

Complete this form in your own words. Your statements will be held in confidence.

#### **For Graduates of CBC Extension Schools Only:**

##### **3) Director Recommendation**

This form should be completed by the director or other official of the school you graduated from. If that person is not available you may have your pastor complete a recommendation.

##### **4) Copy of your diploma from the school your completed your first two years of Charis**

##### **5) One Recent Photograph**

Please include a 2 x 2 Passport photo with your application

#### **Visa:**

If you are not a U.S. citizen, you must provide a copy of your M1 visa, or permanent residence card (green card) or another type of visa which allows you to legally reside here in the U.S. and attend Charis Bible College of Woodland Park Colorado.

**AFTER YOU APPLY:**

When the Admissions Office has received all your forms, fully completed, your application for admission will be processed. You will then be notified by the Admissions Office as to the status of your application. Please allow approximately eight (8) weeks to review and process your application.

**Checklist for Completed Application:**

*The following items **must** be submitted no later than **eight (8) weeks prior** to your **start date**.*

*Your acceptance will be based upon review of all required documents submitted:*

- \_\_\_\_\_ Completed application form
- \_\_\_\_\_ Completed essay questions form
- \_\_\_\_\_ Signature and date on application
- \_\_\_\_\_ M1 Visa or copy of your Permanent Residence Card– if not a U.S. Citizen

**STUDENTS graduating from a CBC Extension School**

- \_\_\_\_\_ Copy of your CBC Diploma
- \_\_\_\_\_ One recent, passport-size (2"x2") head and shoulders photograph
- \_\_\_\_\_ Completed Director's Recommendation Form

**All paperwork in languages other than English must be translated and notarized before submission.**

**Charis Bible College**  
**Attn: Admissions**  
**800 Gospel Truth Way, Woodland Park, CO 80863**  
**Phone: (719) 635-6029 \* Fax: (719) 635-2223**  
**Or scan and email: [admissions@awmcharis.com](mailto:admissions@awmcharis.com)**



## Third Year FINANCIAL SHEET 2018-19 School Year

Tuition, fees and discounts are subject to change without notice

	Tuition Paid in Advance	Tuition Paid Monthly	*Standard Fees	Additional Fees for Track	Total Due at Enrollment <b>ADVANCE Pay</b>	Total Due at Enrollment <b>MONTHLY Pay</b>
<b>Ministry School</b>						
Individual	\$ 3,798.00	\$ 467.00	\$ 592.00	\$ 55.00	\$ 4,445.00	\$ 1,114.00
Spouse / Dependent	\$ 3,402.00	\$ 422.00	\$ 592.00	\$ 55.00	\$ 4,049.00	\$ 1,069.00

<b>Worship Arts School</b>						
Individual	\$ 3,798.00	\$ 467.00	\$ 592.00	\$ 500.00	\$ 4,890.00	\$ 1,559.00
Spouse / Dependent	\$ 3,402.00	\$ 422.00	\$ 592.00	\$ 500.00	\$ 4,494.00	\$ 1,514.00

<b>Media School</b>						
Individual	\$ 3,798.00	\$ 467.00	\$ 592.00	Check on student equipment package in application packet	\$ 4,390.00	\$ 1,059.00
Spouse / Dependent	\$ 3,402.00	\$ 422.00	\$ 592.00		\$ 3,994.00	\$ 1,014.00

<b>Business School</b>						
Individual	\$ 3,798.00	\$ 467.00	\$ 592.00	\$ 100.00	\$ 4,490.00	\$ 1,159.00
Spouse / Dependent	\$ 3,402.00	\$ 422.00	\$ 592.00	\$ 100.00	\$ 4,094.00	\$ 1,114.00

<b>Missions School</b>						
Individual	\$ 3,798.00	\$ 467.00	\$ 592.00		\$ 4,390.00	\$ 1,059.00
Spouse / Dependent	\$ 3,402.00	\$ 422.00	\$ 592.00		\$ 3,994.00	\$ 1,014.00

<b>Creative Arts School</b>						
Individual	\$ 3,798.00	\$ 467.00	\$ 592.00	\$ 300.00	\$ 4,690.00	\$ 1,359.00
Spouse / Dependent	\$ 3,402.00	\$ 422.00	\$ 592.00	\$ 300.00	\$ 4,294.00	\$ 1,314.00

<b>Practical Government</b>						
Individual	\$ 3,798.00	\$ 467.00	\$ 592.00	\$ 600.00	\$ 4,990.00	\$ 1,659.00
Spouse / Dependent	\$ 3,402.00	\$ 422.00	\$ 592.00	\$ 600.00	\$ 4,594.00	\$ 1,614.00

<b>World Outreach Global Training</b>						
Individual	\$ 3,798.00	\$ 467.00	\$ 592.00	\$ 600.00	\$ 4,990.00	\$ 1,659.00
Spouse / Dependent	\$ 3,402.00	\$ 422.00	\$ 592.00	\$ 600.00	\$ 4,594.00	\$ 1,614.00

		<b>*Standard Fees:</b> (Listed above)	
<b>All Fees (Standard, Hybrid, Additional) must be paid on or before the first day of school. Discounts don't apply to fees - Fees are non-refundable</b>		Third Year Syllabi	\$ 150.00
		Activity Fee	\$ 175.00
		D2L	\$ 100.00
		EMT	\$ 7.00
		*Parking Fee	\$ 100.00
		Admin. Fees	\$ 60.00
		<b>Total :</b>	<b>\$ 592.00</b>

**\*Parking Fee for all (non-employee students) \$100 for first car, \$75 for 2nd car registered. All cars must be registered.**

<b>Leadership Program - Hybrid</b>						
Individual	\$ 3,798.00	\$ 467.00	\$ 542.00	\$ 55.00	\$ 4,395.00	\$ 1,064.00
Spouse / Dependent	\$ 3,402.00	\$ 422.00	\$ 542.00	\$ 55.00	\$ 3,999.00	\$ 1,019.00

Hybrid Fees: Admin. Fee \$60 + Book Fee \$100 + Activity Fee \$175 + Parking Fee \$100 + EMT \$7 + D2L fee \$100 **Total = \$542.00**

**Parking Fee for all (non-employee students) \$100 for first car, \$75 for 2nd car registered. All cars must be registered.**

## Charis Academic Calendar 2018-2019

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### Fall Term 2018-2019

Fall Term Begins	September 4	2018	8:00 am
Fall Term Ends	November 17	2018	
Thanksgiving Break	November 19 – 24	2018	No Classes

### Winter Term 2018-2019

Winter Term Begins	November 26	2018	8:00 am
Christmas Holiday	December 17 – January 4		No Classes
Classes Resume	January 7	2019	8:00 am
MLK Day	January 21	2019	No Classes
Presidents' Day	February 18	2019	No Classes
Winter Term Ends	February 22	2019	

### Spring Term 2019

Spring Term Begins	February 25	2019	8:00 am
Spring Break	March 25 – 29	2019	No Classes
Classes Resume	April 1	2019	
Good Friday	April 19	2019	No Classes
3rd Year Graduation	May 15	2019	
Spring Term Ends	May 17	2019	
Promotion Breakfast	May 18	2019	8:00 am
Graduation Ceremony	May 18	2019	2:30 pm

### Summer Term 2018

Summer Term Begins	May 22	2019	7:30am
Memorial Day	May 27	2019	No Classes
Summer Term Ends	July 17	2019	

*Note: All dates are subject to change.*

## **School Descriptions**

**Business School** through mentoring and training will equip you to fulfill your potential in the marketplace and the church. This course will give you the tools to start a business, increase your effectiveness in the marketplace, and apply sound business principles in the business of the church. Your success translates into the furtherance of the gospel and advancement of the kingdom!

**Ministry School** is a comprehensive program designed to help each student identify and become laser focused in their gifts and calling. Our teaching labs will develop your skill in communicating the Word with confidence and receive revelation from the Word. Ministry groups will provide you the experience of developing effective strategies to bring your ministry to birth. The electives will give you hands on training in either pastoral teaching, evangelism, youth, children's, or helps ministry. This school is for anyone who feels called to ministry or leadership on any level.

**Missions School** is designed to help develop the vision, skills, and character necessary to answer the call to missions, whether as a short-term or a career missionary. Study the biblical mandate to reach the world with the gospel, learn the history of the church's efforts to reach the world, acquire practical training in raising support, and develop the skill necessary to make the transition into a cross-cultural ministry. The course culminates with a six-week experience on the mission field.

**Worship Arts School** will equip and prepare you to live the call of worship leadership. At Charis this looks like course work in Biblical Worship with an Emphasis on New Testament Revelation of Being in Christ. You will study Music Theory and Ear Training via computer based self study program led by an in classroom instructor. You will learn from group lessons for voice. You will have additional courses on How to Develop A Great Worship Team, and The Heart of The Artist, and tech training in audio and recording as well as hands on experience.

**Media School** will get your hands on the tools that are changing the world! CBC media ministers will learn to create newsletters, websites, photographs, videos, email and other powerful communications that will increase the bottom line for the ministries they serve. More income means more ministry!

**Practical Government School** will give you the foundational knowledge and skills needed to step into your calling as a productive citizen or servant leader in civil government. You will receive instruction in a rigorous curriculum covering Biblical worldview, history, government, the Constitution, and politics. You will participate in hands-on activities where you actually experience how government works. You will hear from renowned historian David Barton and many impressive guest speakers with real-world government experience at the local, state and federal levels. Be a part of God's plan to restore America.

**Creative Arts School** will give you, as a student who is passionate about using performing arts for God's glory and not your own, a professionalism and industry standard of training that will empower you with the skill to create top quality art that communicates the gospel in creative and barrier-breaking ways, and enable you to reach the lost and bless the body of Christ in a multitude of styles and genres.

**Leadership Program** will equip you to become the leader God has called you to be with our unique mix of ministry and business classes, hands on training and leadership coaching that will revolutionize the way you do marketplace and ministry. (Exclusive to Colorado Night School and many Charis extension locations. Contact World Outreach for detailed location information!)

**World Outreach Global Training School** is the first level in the qualification process to be a director or support member of a Charis Bible College campus or international AWM office. This specialized training will give you the in-depth training required to lead a World Outreach project, so you can answer the call of showing God's grace on a global and generational scale. Learn how to develop, support, and build the outreach that accomplishes the AWM vision: to reach as far and as deep with the Gospel as possible!







# APPLICATION FOR THIRD YEAR ADMISSION

### FOR OFFICIAL USE ONLY

Date Rec'd \_\_\_\_\_

Early Tuition Rec'd \_\_\_\_\_

Student ID # \_\_\_\_\_

**Place  
Photo  
Here**

**2" x 2"**

If you haven't  
previously attended  
Woodland Park CO  
Campus

Please complete and mail to:

### Admissions

Charis Bible College of Woodland Park, Colorado  
800 Gospel Truth Way, Woodland Park, CO 80863  
Telephone: (719) 635-6029 Fax: (719) 635-2223  
E-mail: [admissions@awmcharis.com](mailto:admissions@awmcharis.com)

### 1. GENERAL:

Your Name: \_\_\_\_\_  
Last Name First Name MI Maiden Name

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

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

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

E-mail Address: (**please print legibly**) \_\_\_\_\_

Emergency Contact: Name: \_\_\_\_\_ Phone #: \_\_\_\_\_

CBC School Attended \_\_\_\_\_ Name of your Director \_\_\_\_\_

Year of Graduation \_\_\_\_\_  Second Year Graduate  Third Year Graduate

### 2. Check Desired School of Study

Business School \_\_\_\_\_ Ministry School \_\_\_\_\_ Missions School \_\_\_\_\_

World Outreach Global Training \_\_\_\_\_ Worship School \_\_\_\_\_ Media School \_\_\_\_\_

Creative Arts School \_\_\_\_\_ Practical Government School \_\_\_\_\_

Leadership Program \_\_\_\_\_ ([Woodland Park Colorado night school and many extension locations](#))

*The 3<sup>rd</sup> Year Training Program provides specialized training in the School of your choice. Each track will consist of two Bible Courses per term. **Complete Specific Forms** for Desired School of Study – A response will be sent to you within 4 weeks. **Attendance in Third year is contingent on you having successfully completed Second year.***

### 3. PERSONAL:

Gender:  Male  Female

Marital Status:  Single  Married  Separated  Divorced  Widow/Widower

Date of birth: (mm)\_\_\_\_/(dd)\_\_\_\_/(yy)\_\_\_\_\_

Are you a US citizen?  Yes  No If no, country of citizenship? \_\_\_\_\_

If no, what type of visa have you obtained to live in the United States? \_\_\_\_\_

How did you hear about Charis Bible College? \_\_\_\_\_

Are you a Veteran?  Yes  No Branch of Service? \_\_\_\_\_ Do you qualify for VA education benefits?  Yes  No

A) Have you ever been convicted of a criminal offense (misdemeanor or felony)?  Yes  No

If yes, explain number of conviction(s), nature of offense(s) leading to conviction(s), how recently such offense(s) was/were committed, sentence(s) imposed, and type(s) of rehabilitation. \_\_\_\_\_  
\_\_\_\_\_

B) Have you in the past or are you currently struggling with alcohol or drug addiction?  Yes  No

If yes, explain, past addictions / current addictions, types of rehabilitation that you have gone through or are currently going through. \_\_\_\_\_  
\_\_\_\_\_

4. **MEDICAL:** Are you presently under the care of a physician?  Yes  No If yes, please explain:

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

A) Do you have any physical limitations that would require assistance from us in order for you to be successful during your time at Charis?

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

**Please fill out portion below if you have never attended the Woodland Park CO campus**

5. **SPIRITUAL:**

Date you accepted Jesus Christ as your personal Savior? \_\_\_\_\_ Date you were baptized in the Holy Ghost? \_\_\_\_\_

**Will your spouse or dependents be attending school with you? If so, please list their names and relationship.**

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

6. **AFFIRMATIONS** Please indicate your agreement by putting an X in the box.

- I have carefully read the "Dress Code and Conduct Information," and I agree to adhere to these guidelines completely for as long as I am an active student at Charis Bible College.
- I have carefully read the "Doctrinal Statement," and I affirm my belief in each of the articles.
- I have carefully read the "Enrollment and Financial Information" and I agree to abide by the financial policies set forth by Charis Bible College.
- I understand that faithfulness is most important for success as a student at CBC. I will be faithful to keep my appointments, fulfill my obligations, complete the tasks I have been assigned, and to do them on time.
- I understand that Charis Bible College is a non-accredited institution of higher learning.

*I certify, to the best of my knowledge, that all the answers and statements on this application are true, and give an accurate and adequate account of my background and beliefs.*

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

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



# Charis Bible College Media School

**Submit to:** Admissions, Charis Bible College  
800 Gospel Truth Way, Woodland Park, CO 80863 or  
scan and email: [admissions@awmcharis.com](mailto:admissions@awmcharis.com)

Applicant's Name: \_\_\_\_\_ Date: \_\_\_\_\_

**REQUIREMENTS:**

Students attending the Media School must have a desire to serve ministries through multi-media, and have a willingness to participate in all areas of study. Evaluation will be determined through various projects, out of class activities and required homework.

Skills and experience are not required to attend the School of Media, although a basic knowledge of Macintosh computers is highly recommended. Mac tutorials can be found online at (<http://support.apple.com/videos/>) and in Mac stores. Knowing the basics of your Macintosh computer is very beneficial *before* entering the School of Media.

Students also must provide the minimum requirements for the hardware and software indicated on the **2016 Student Equipment Package** page *before* school starts.

How do you feel that God is leading you into media ministry, and what areas?

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What are your strengths in communications? What are your greatest interests?

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What are your expectations from studying in Charis Bible College Media School?

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Do you have any physical limitations that would require assistance from us in order for you to be successful during your time at Charis?

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# Charis Bible College Media School – Cinema Arts

**Submit to:** Admissions, Charis Bible College  
800 Gospel Truth Way, Woodland Park, CO 80863 or  
scan and email: [admissions@awmcharis.com](mailto:admissions@awmcharis.com)

Applicant's Name: \_\_\_\_\_ Date: \_\_\_\_\_

**REQUIREMENTS:**

Students applying for the Cinema Arts summer term must have successfully completed the media school third year track. Evaluation will be determined through participation, class activities, required homework and the final production.

The fundamental skills and experience mastered in the media school track are required to attend the Cinema Arts program. The same types of hardware and software will be used.

A non-refundable application fee of \$100 is required.

What year did you graduate from Media School? \_\_\_\_\_

What are your plans for using the skills learned in the Cinema Arts Program?

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What are the production skill you mastered most proficiently in media school?

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What field of production do you feel most lead to pursue?

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Do you have any physical limitations that would require assistance from us in order for you to be successful during your time at Charis?

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## Health History Worksheet To be Completed by Applicant

Last Name:		First Name:		MI:		
Current Address:		City:		State/Province/Region:		
Postal/Zip Code:		Country:		Country of Citizenship:		
Age:		Birthdate: <i>mm/dd/yyyy</i>		Gender:		
Home Phone:		Cell Phone:				
<b>In Case of Emergency, Please Notify:</b>						
Name:		Relation:		Phone:		
Address:		City:		State:	Zip code:	
Parent or Guardian:						
Name:		Phone:				
Address:		City:		State:	Zip code:	
<b>Family Physician</b>						
Name:		Phone:				
Address:		City:		State:	Zip code:	
Have you had skin test for Tuberculosis?				<input type="checkbox"/> Yes	<input type="checkbox"/> No	Date: <i>mm/dd/yyyy</i> Results
Have you been associated with a tuberculosis patient?				<input type="checkbox"/> Yes	<input type="checkbox"/> No	When: <i>mm/dd/yyyy</i>
Are you allergic to antibiotics or other medication?				<input type="checkbox"/> Yes	<input type="checkbox"/> No	If Yes Specify:
Are you presently under a Doctors care?				<input type="checkbox"/> Yes	<input type="checkbox"/> No	For What:
Are you taking prescription medications?				<input type="checkbox"/> Yes	<input type="checkbox"/> No	If Yes What:

# Health History Worksheet

## To be Completed by Applicant

Past	Now		Past	Now		Past	Now	
<input type="checkbox"/>	<input type="checkbox"/>	Asthma	<input type="checkbox"/>	<input type="checkbox"/>	Chicken pox	<input type="checkbox"/>	<input type="checkbox"/>	Thyroid Disturbance
<input type="checkbox"/>	<input type="checkbox"/>	Persistent Cough	<input type="checkbox"/>	<input type="checkbox"/>	Measles	<input type="checkbox"/>	<input type="checkbox"/>	Convulsions
<input type="checkbox"/>	<input type="checkbox"/>	Spitting of Blood	<input type="checkbox"/>	<input type="checkbox"/>	Mumps	<input type="checkbox"/>	<input type="checkbox"/>	Palpitations of Heart
<input type="checkbox"/>	<input type="checkbox"/>	Eye Trouble	<input type="checkbox"/>	<input type="checkbox"/>	Tonsillitis	<input type="checkbox"/>	<input type="checkbox"/>	Shortness of Breath
<input type="checkbox"/>	<input type="checkbox"/>	Ear Trouble	<input type="checkbox"/>	<input type="checkbox"/>	Rheumatic Fever	<input type="checkbox"/>	<input type="checkbox"/>	Stomach Ulcer
<input type="checkbox"/>	<input type="checkbox"/>	Nasal Obstruction	<input type="checkbox"/>	<input type="checkbox"/>	Diabetes	<input type="checkbox"/>	<input type="checkbox"/>	Back Trouble
<input type="checkbox"/>	<input type="checkbox"/>	Fainting or Dizzy Spells	<input type="checkbox"/>	<input type="checkbox"/>	Epilepsy	<input type="checkbox"/>	<input type="checkbox"/>	Frequent headaches
<input type="checkbox"/>	<input type="checkbox"/>	Joint Trouble	<input type="checkbox"/>	<input type="checkbox"/>	Appendicitis	<input type="checkbox"/>	<input type="checkbox"/>	Insomnia
<input type="checkbox"/>	<input type="checkbox"/>	Eating Disorder	<input type="checkbox"/>	<input type="checkbox"/>	Tuberculosis	<input type="checkbox"/>	<input type="checkbox"/>	Typhoid Fever
<input type="checkbox"/>	<input type="checkbox"/>	Smallpox	<input type="checkbox"/>	<input type="checkbox"/>	HIV +/- AIDS	<input type="checkbox"/>	<input type="checkbox"/>	Pleurisy
<input type="checkbox"/>	<input type="checkbox"/>	Whooping Cough	<input type="checkbox"/>	<input type="checkbox"/>	Rubella	<input type="checkbox"/>	<input type="checkbox"/>	Gonorrhea
<input type="checkbox"/>	<input type="checkbox"/>	Infantile Paralysis	<input type="checkbox"/>	<input type="checkbox"/>	Scarlet Fever	<input type="checkbox"/>	<input type="checkbox"/>	Syphilis
<input type="checkbox"/>	<input type="checkbox"/>	Malaria	<input type="checkbox"/>	<input type="checkbox"/>	Diphtheria	<input type="checkbox"/>	<input type="checkbox"/>	Other Illness

### Agreement

I hereby agree the information I have provided in this form is true. I further understand that if I have overlooked or failed to complete this form in its entirety it could delay the acceptance of the application. Health Records are held in the strictest confidence as are all forms submitted to Charis Bible College. I have read this information and authorize Charis Bible College to release any necessary health information in an emergency or life threatening situation. If the applicant is under 18 years of age this form must be signed by a parent or guardian.

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Applicant Signature

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Parent or Guardian Signature



### Charis Bible School Media Courses

Upon satisfactory completion of 600 hours of instructor led courses, students will be awarded a certificate of completion. Course titles may change without notice.

<u>Course Title</u>	<u>Clock Hours</u>
History of Ministry and Media	8
Story Development	8
Photo Journalism	4
Still Photography	10
Photography Project 1	8
Photoshop I - II	16
Photography Project 2	8
Fundamentals of Audio	8
Audio Editing I & II	20
Audio Project I & II	12
Audio Recording/Production I	7
Lighting I & II	20
A/V Principles/Theory	8
A/V Production	6
Sound & Sanity	8
Basic CEO Training I	11
Media Dynamics I – III	83
Videography I - III	36
The Story, and the Interview	8
Video Production (in camera edit)-Project	8
Video Cameras I & II	16
Field Lighting	10
Remote Audio Production	10
Premiere Pro I & II	24
Premiere Pro Project (Music Video)	8
After Effects	12
After Effects Production Project	12
Video Production Project	8
Evolution of Ministry	8
Anatomy of Revival	8
Web Design	14
Logo Design	14
Writing Newsletters	14
Writing Fundraising Letter	14
Blogging	8
Business Development	16
Project Development	92
Developing Leadership in Ministry	8
Spiritual Church Growth	8
<b>TOTAL</b>	<b>600</b>

## **THIRD YEAR MEDIA SCHOOL**

### **Course Title: The History of Media in Ministry**

#### **Instructor: Timothy Swartz**

"And God said..." eight times in Genesis chapter 1. In chapter 3 verse 15 God gave the first gospel message. So, ministry and media both begin with God using oral communication. This course will visit the correlation between the two over time with regards to the spoken word, written word and the application of technology from the quill to the internet.

### **Course Title: Story Development**

#### **Instructor: Stephen Bransford**

Communication thrives on stories. Every story has a beginning, middle, and an end--- that can put you to sleep--- or bring you to the edge of your seat. This class is about how to do the latter.

### **Course Title: Photo Journalism**

#### **Instructor: Ted Mehl**

This course will cover the principles, process and profession of telling stories with pictures. Still photos capture a moment in time. By knowing the right time to snap the shot and provide a caption or paragraph to give the context a vivid story is revealed.

### **Course Title: Still Photography**

#### **Instructors: Kati Carter & Jeff Nakkula**

In this course the student will learn the principles of taking professional photographs. The instructors will cover topics such as composition, exposure, and operation of the camera.

### **Course Title: Photoshop 1 & 2**

#### **Instructor: Jeff Nakkula**

These courses teach the process of enhancing and manipulating still photographs using Adobe Photoshop. In Photoshop 1 the student will be introduced to the principles and function of the software. Photoshop 2 will cover more advanced concepts and application to the project.

### **Course Title: Fundamentals of Audio**

#### **Instructor: Randall Montague**

In this course the instructor will cover the technical principles and concepts of audio gathering, recording and playback. The class will include theory and concept of how audio functions. This will translate into quality sound in later productions.

### **Course Title: Audio Editing 1**

#### **Instructor: Nathan Carter**

Adobe Audition is the tool that will primarily be used this school year for audio editing. This course will introduce the principles and concepts for using the software. Everything will be compatible with Premiere Pro.

### **Course Title: Audio Editing**

#### **Instructor: Andrew King**

This class will build on the information learned in Audio Editing 1 with advanced techniques. There will also be application of concepts and principles to audio projects.

### **Course Title: Audio Theory/Recording**

#### **Instructor: Andrew King**

Continuing from the Fundamentals of Audio course, this class will build on the theory with application to recording. Techniques and best practices will be taught for capturing optimal quality sound for your productions.



**Course Title: Lighting 1 & 2****Instructor: John Tabor**

These two courses focus on the use of lighting for event and performance application. Techniques that are used for church lecture and praise/worship set ups are the primary use here but the basics will also be applicable to video field production. Lighting 1 will cover concepts and principles while Lighting 2 will be more application.

**Course Title: AV Principle/Theory****Instructor: Dave Prensner**

AV is the function that every church will want to have a media person to operate in. It covers every aspect of Media for churches including video, audio, presentation, lighting, and more. This course will deal with the systems involved and how they are integrated.

**Course Title: Audio Editing 2****Instructor: Nathan Carter**

Adobe Audition is the tool that will primarily be used this school year for audio editing. This course will introduce the principles and concepts for using the software. Everything will be compatible with Premiere Pro.

**Course Title: Videography 1****Instructor: Craig Forrest**

Videography 1 covers principles and practices for video productions. This course takes the process from concept to completion giving a complete overview of production in the medium of video.

**Course Title: Videography 2****Instructor: Timothy Swartz**

Following on the foundation of Videography 1, this course will go into deeper detail of the components introduced in the previous class. Specific application will be given as it relates to the projects for the class.

**Course Title: The Story and the Interview****Instructor: Stephen Bransford & Timothy Swartz**

In this course the instructor will review and expand on the story telling process covered in Story Development (fall term). The specific application will be for script writing for video production. The process of story boarding will also be covered.

**Course Title: Video Cameras 1 (DSLRs)****Instructor: Jeff Nakkula**

The DSLR is the video camera that will be used in class. This course will introduce the operation of the functions on the camera and how to use it in different situations with various accessories. There will also be discussion of the various makes and models.

**Course Title: Video Cameras 2****Instructor: Timothy Swartz**

In this class there will be the opportunity to practice set up and tear down of the equipment including proper packing procedures. This will afford the opportunity to become comfortable with the process before starting out on productions.

**Course Title: Field Lighting****Instructor: Jeff Nakkula & Timothy Swartz**

In this course the principles and concepts learned in Lighting 1 & 2 will be reviewed and presented as they apply to video field production. The principles are the same but will be different as in 3 point lighting as opposed to stage lighting.

**Course Title: Remote Audio Production****Instructor: Andrew King**

This course will review the principles and concepts covered in Audio Theory/Recording and application will be made for field production. Specifically microphone selection and placement will be explained for different setups. Recording devices for field production will be explained and how they connect with the camera.

**Course Title: Premiere Pro 1 & 2****Instructors: Jonathan Giaimo & Jeff Nakkula**

Premiere Pro is the Adobe editing software used in Media School. Course 1 will cover the fundamental principles and concepts necessary to operate the system. Course 2 will be more advanced application and project specific use. It will be critical to master this software for the required productions.

**Course Title: After Effects****Instructor: Nathan Carter**

After Effects is the Adobe software used for graphic application in Media School. This course will cover the rudimentary functions of the program to be able to create full screen and lower third graphic to be used in the video productions. The program is capable of much more and will be explored as time permits.

**Course Title: Website design and development****Instructor: Jordan Warner**

Learn what it takes to build attractive, up-to-date websites where visitors turn into donors.

**Course Title: Logo Design****Instructor: Autumn Nakkula**

If you can take one glance and recognize Nike, McDonald's, and Starbucks, then your ministry logo needs to do the same when donors look your way! This workshop will equip you with the basics of building a brand that will distinguish your ministry from among the rest.

**Course Title: Writing Newsletters****Instructor: Stephen Bransford**

Once you get the content edited for your letter, how do you put it together in a quick way and still look professional? By using simple tools we will easily build a letter layout that will impress your audience every month.

**Course Title: Fundraising Letter Writing****Instructor: Stephen Bransford**

How do you ask for money? And more importantly, how do you avoid manipulation? This workshop will help you deal with these questions and get you writing in a way that raises the big bucks---legitimately.

**Course Title: 1,000 Words + Blogging****Instructors: Autumn Nakkula**

If a picture is worth a 1,000 words, then let your images tell the story. In this workshop learn how to take photos that will lead the audience into actually reading your blog material!

**Course Title: Business Development 2****Instructor: Jordan Warner**

This course will cover the strategies for establishing and operating a successful media business according to godly principles. It will be a culmination of other business related courses.

**Course Title: Project Development****Instructor: Timothy Swartz**

This is the application of the culmination of all that has been taught in Media School. Each student will be assigned to one or more of the major projects in Ministry School and Business School. The Media School student will be the media consultant for those projects designing, problem solving, and helping to develop the media for the clients' needs.

**Course Title: Audio and Video Production Projects**

**Instructor: Timothy Swartz**

Students take what they have learned in each related course and apply it to the production process in order to individually or collectively create projects according to specified requirements.

**Required core courses:**

Proverbs I, I & III, Timeless Wisdom for a Life of Blessings - Andrew Wommack

Leadership - Barry Bennett

Developing Healthy Relationships – Greg Moore

Duane Sheriff



# 2018-19 Charis Bible College Media School Student Equipment Package

## **PURCHASE SUMMARY:**

These professional tools will be the standard platform by which all classes will be taught. By the end of the year, you will have a basic knowledge of these tools and will be able to work on your own with them after taking this course.

## **Recommended Configuration**

While the Adobe CC Suit will run on virtually any Apple laptop, please keep in mind that when considering computer systems for media production, performance equals time. To keep pace with the increasing rate of class projects and the increasingly higher quality of footage, images, and audio to work with, the faster the system the less time you will be waiting on your machine. Below is a list of recommended specifications.

These are the minimum requirements for the hardware and software, but we will always recommend buying the best that you can afford. Prices below reflect the estimated price of each item at time of print:



### MacBook Pro Suggested Requirements:

- 2.6GHz, 2.7GHz or 2.9GHz quad-core Intel Core i7 processor
- 8 or 16 (*preferred*) GB 2133MHz memory
- 512GB PCIe-based SSD1
- Intel Iris Graphics 550

### Software:



- Adobe Creative Cloud Creative Cloud Subscription Service is \$19.99/mo.
- Apple's Pages (included in most packages)  
Used for Newsletters, Word Processing, and Database Cost: \$19.99 in the App Store (if not already included)



#### 32 GB Flash Drive (or larger):

- USB 2.0 or higher This can be any brand of flash drive and can usually be purchased for under \$10.00.

The flash drive will be used to turn in your assignments. And receive larger project files.

### **Recommended Equipment -**



#### **1 TB or Larger External Hard Drive:**

Used for backing up your computer and storing large media files. Check online for the best prices

#### **USB 3 or Thunderbolt Portable Hard drive**



#### **Video Camera:**

It is recommended that you **NOT** purchase a video camera for Media School. We will have professional cameras for you to complete your assignments, along with pro lighting and audio equipment. If you wish to purchase a camera, please wait until you have attend classes and discussed various options. We would love for you to get the best one for your budget and needs.

### **Student Discount**

While Charis Bible College doesn't officially have an educational discount agreement with Adobe systems, there are many 3rd party vendors that extend student discounts. The largest of these is [JourneyED.com](http://JourneyED.com). If you go to this educational vendor and follow the steps to create a student account you will be able to purchase a Adobe CC subscription for \$19.99 a month or subscribe to it for the year at the cost of \$239.88.

### **Also check for Apple educational discounts.**

\* All prices subject to change. If you are not sure of purchasing or leasing please contact us at: [mediaschool@awmi.net](mailto:mediaschool@awmi.net).