

Correspondence **Student Handbook**



DISTANCE EDUCATION



Charis Bible College Distance Education
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CBCCO



@CBC_Colorado

The latest version of this handbook, as well as additional information, is available at www.CharisDistanceEd.org.

Welcome to Charis Bible College!

Starting a Bible college was the last thing I ever thought I would do, but on June 23, 1993, I clearly heard from the Lord to start a Bible college. I was to take 2 Timothy 2:2 — *“And the things that thou hast heard of me among many witnesses, the same commit thou to faithful men, who shall be able to teach others also”* — and use it as a framework for a Bible school.



Since Charis Bible College opened in 1994, the school has grown to multiple campuses around the world and has graduated thousands of students. Through Distance Education, you can take all thirty-nine courses in Charis’s first-year curriculum.

As you listen to and apply these lessons, you will be changed effortlessly and see that change influence every area of your life — family, work, and ministry.

Whatever God is leading you to do, preparation is never a waste of time. The investment of your time in these courses is a small price to pay for a lifetime of success.

You are blessed!

Andrew Wommack

ANDREW WOMMACK - President & Founder

ORIENTATION

Course Overview

Each course contains:

- Eight video and/or audio lessons
- One course syllabus
- One course exam

Each lesson is approximately fifty minutes in length. Listen to the lesson, follow along and take notes in the course syllabus, pause, rewind, and listen as much as you'd like. In this self-paced format, you'll progress through each of the eight lessons at your own pace.

Once you've finished all the lessons, complete and mail the exam to Charis Bible College Distance Education. Allow up to thirty days for your graded exam to be returned in the mail. It is recommended you keep all graded exams for your records. You do not need to wait for your exam to be returned before you begin your next course.

Exam and Course Grade

The grade for the course will be based entirely on the exam. To pass a course, you must obtain an exam grade of 70% or greater.

Typically exams are in the form of multiple-choice, true/false, and matching questions. Exams are taken on the honor system. ***Please do not use any notes or books, including your Bible, unless otherwise stated.*** Although it is the measurement in your overall grade, the exam is not designed to be an academically intense exercise. It is designed to give you a tool to determine how well you retained the main concepts in the course.

If you receive an exam grade of less than 70%, you may retake the exam one time to raise your grade to a maximum score of 70%. A retake exam will be included in the return mailing of any first exam that has a score of less than 70%.

Course Enrollment

To enroll in your next Distance Education course(s):

- Visit **www.CharisDistanceEd.org**
or
- Call Charis Bible College to place your order over the phone.

Address Change

Please notify Distance Education of any address change. Updating your address with Andrew Wommack Ministries will **not** update your address with Charis Bible College Distance Education.

Return and Replacement Policy

There is a sixty-day return policy from the date of order for correspondence courses. Full purchase price minus the original shipping & handling charges will be refunded. The student is responsible for return shipping costs. Your refund will be processed once the returned item or items are received back in original condition along with your contact information and refund request. Mail all returns to **Charis Bible College - ATTN: Returns**.

Charis Bible College will replace product that is received as defective at no cost. In some circumstances, Charis may ask that the defective or damaged product be returned. In those cases, Charis will pay return shipping costs. To initiate a replacement claim, please email **cbcproduction@awmi.net** or call Charis Bible College.

FIRST-YEAR PROGRAM

The Bible Training Institute

Charis Bible College's first-year program, called the Bible Training Institute, is comprised of thirty-nine courses. These courses were recorded live at the Colorado campus and are available on DVD, flash drive, or online.

Through these first-year courses, students experience the transforming power of the Word of God as their hearts are established in these key areas:

- Understanding God's love for you
- Understanding your spiritual makeup
- Understanding how God sees you
- Understanding your identity in Christ
- Understanding the true nature of God
- Understanding your spiritual authority

Distance Education Formats

Distance Education students may move freely between correspondence courses, Self-Paced online courses, and Interactive online courses.

More information about online courses is available at **www.CharisDistanceEd.org**.

Certificate of Completion

Upon successful completion of the first-year program, contact Distance Education to request your Certificate of Completion and transcript.

FIRST-YEAR AND BEYOND

Visit a Local Campus

As a Charis Bible College student, you are invited to visit any of our many campuses. Contact the campus for class hours, upcoming special events, and guest speakers. Campus locations and contact information are available at **www.CharisBibleCollege.org/campus-locations**.

Watch Charis Live!

Join the Colorado campus via live stream for praise & worship, Healing School, and guest speakers. The live-stream schedule is accessible at **www.CharisBibleCollege.org/watch-charis-live**.

Attend a Charis Bible Study

Connect with like-minded believers through local Bible study groups based on Andrew Wommack's foundational messages. To locate the study group nearest you, visit **www.CharisBibleStudies.net**.

Transfer to a Campus

First-Year: As a Distance Education student, you may apply to transfer to a campus to complete your first-year courses.

Second-Year: Upon satisfactory completion of the first-year program, you are eligible to apply for the second-year Practical Ministry Training program at a Charis campus.

Contact the campus directly for details on the application process and enrollment deadlines particular to that campus. Visit **www.CharisBibleCollege.org/campus-locations** for campus locations and contact information, or call Charis Bible College for assistance.

WHAT DISTANCE EDUCATION STUDENTS ARE SAYING

“I have thoroughly enjoyed taking this class. I am growing and gaining knowledge and revelation, and it is setting me free!”

Amy P., NC

“One of the best courses on prayer for me. It helped me keep my healing.” Bill B., NM

“I was raised under legalism and could not understand grace. To be honest, I think I need to take this course five more times! But thank God I am out of the gate, pursuing grace.”

Hope D., KY

“I loved the content of this course. It was challenging, life-changing, deep, revealing, and worth every single cent.”

Michael G., CT

“[I have] great reassurances to stick with the Word and take advantage of this time of preparation as God prepares and shapes me into His image to fulfill His will for my life. God is awesome!”

Caleb P., NC

“I am learning and understanding God’s Word in a way that I can remember it and use it as a plumb line in my everyday life.”

Cindy F., NV