



### **Registration**

Within the first two weeks of the semester, students have the option to drop electives if the minimum course load (16 academic credits) is maintained. After the second week, students are not permitted to change their course load without special permission from the Academic Dean.

### **Entrance Examinations**

During orientation, all first-year students must take an English examination to determine whether they need to register for *Developmental English*, LA 1020.

### **Transfer Students**

Students who have studied at other learning institutions and desire credit for such work at *Faith* must submit official transcripts along with a current catalog from that institution. A student must study for a minimum of one year at *Faith* to graduate. (One year consists of at least 32 credit hours.)

### **Part-time Students**

Those interested in studying part time should contact the admissions office for application information.

### **Graduation Requirements**

- ◆ Approved character and conduct (determined by the faculty and Board of Directors)
- ◆ Satisfactory completion of a course major earning a minimum of 96 credits
- ◆ An accumulated grade-point average of 2.0 (C) or higher
- ◆ An infilling of the Holy Spirit, according to Acts 2:4, 10:44-46, and 19:8
- ◆ Payment in full of all financial obligations to *Faith*
- ◆ High school diploma or its equivalent

### **Grading System**

Numerical Grade	Letter Grade	Grade Point
97-100	A+	4.0
93-96	A	3.8
90-92	A-	3.5
87-89	B+	3.2
83-86	B	3.0
80-82	B-	2.5
77-79	C+	2.2
73-76	C	2.0
70-72	C-	1.5
0-69	F	0.0

### **Student Classification**

The number of credit hours successfully completed determines a student's class status.

Freshman	0-31 credits
Junior	32-63 credits
Senior	64 or more credits

### **Course Load**

The normal academic load at *Faith* is a minimum of 16 credit hours per semester. Students who wish to carry a heavier academic load must obtain special permission from the Director of Academics.

With the Word of God at the core of its curriculum, *Faith* requires thirty-seven credit hours in direct study of the Bible.

### **Orientation**

New students (freshmen and transfers) must complete the orientation program before classes begin. Orientation explains the spiritual and educational objectives of *Faith*, outlines the academic program, and provides instruction on school procedures, regulations, and campus life.



## ***Attendance Policies***

**Absences:** A student must attend 85% of the class sessions in each given course.

**Tardiness:** Three times tardy to the same course equals one absence. Being more than ten minutes late to class is equal to an absence.

**Chapel Attendance:** Because of the integral role chapel services play in training at *Faith*, attendance of all chapel services is mandatory for full-time students. Chapel services are held Monday, Tuesday, and Thursday afternoons and Friday evenings.

## ***Class Size***

The student/faculty ratio is 10 to 1. The administration reserves the right to withdraw a course if fewer than five students enroll.

## ***Academic Probation***

Any student whose grade point average is below 2.0 at the completion of a semester will be placed on academic probation. If the student's grades do not improve during the following semester, he will be subject to dismissal.

## ***Honors***

**Dean's List:** A GPA of 3.0 or higher and an "excellent" or "good" conduct rating.

**High Honors:** A GPA of 3.5 or higher and an "excellent" or "good" conduct rating.

## ***Transcript Request Policy***

Requests for transcripts must be submitted in writing or by an official transcript request form from a post-secondary institution. Either request must bear the student's/alumnus' signature. Requests should indicate the following: mailing address, dates of attendance, maiden name (when applicable).

School policy prohibits official transcripts from being sent directly to the student/alumnus; however, the student/alumnus may obtain an unofficial copy (without the school seal or registrar's signature). Unofficial transcripts are clearly marked "Report Card."

**Transcript fee:** \$7 per US request or \$12 per international request.