



## Disciples of Christ Bible College & Seminary

1882 N Tamiami Trail # 4595

North Fort Myers, FL 33903

[docbc.seminary@gmail.com](mailto:docbc.seminary@gmail.com)

757-236-6050

### Affiliate School Application

#### Program Overview

1. The DOCBCS Affiliate Program will give your Christian Outreach, Ministry or Church the means to operate as an affiliate Disciples of Christ Bible College & Seminary religious institution under our operational and administrative covering. Your school will be run as an affiliate location by you.
2. Disciples of Christ Bible College & Seminary will only provide administrative and operational support. You run and organize your own campus.
3. We will provide you with the curriculum for the program. Each affiliate school campus has the permission from Disciples of Christ Bible College Inc., to reproduce materials as needed and to use its logo as an affiliate school campus location. Each affiliate school campus location is responsible for its own printing of materials. The curriculum offered to our affiliate school campus locations, is the same curriculum that the main campus in Florida offers to its students.
4. Each affiliate school campus location will teach their own courses, proctor all their own exams, grade their own students work, keep academic records and provide direct correspondence with the students who are enrolled at their own school campus location.
5. Students will be graduates of your own affiliate school campus location (*your students will graduate from your school location*). All awards will be presented and conferred by your own affiliate school campus President or their representative.
6. All admission & registration fee, along with the graduation fees will be paid to the Disciples of Christ Bible & Seminary main campus for processing.
7. We will exercise no control over your affiliate school campus location. Affiliate school campus locations are responsible for their own expenses and operational costs. We will provide the organizational materials, administrative support, graduation materials, and the curriculum needed to fulfill your mission and vision.

#### Advantages of starting an affiliate Disciple of Christ Bible College and Seminary

- Train future Disciples of Christ
- Educate and edify the Lord's people
- Build upon your own theological education
- Improve the awareness of your religious institution
- Help fulfill the Lord's "Great Commission"



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**Affiliate School Application**

<b>Affiliate School Requester/President Last Name:</b>	<b>Affiliate School Requester/President First Name:</b>
<p><b>Mailing Address:</b>  <b>Street:</b> _____</p> <p><b>City:</b> _____ <b>State:</b> _____ <b>Zip:</b> _____</p> <p><b>Daytime Telephone Number:</b> (     ) _____</p> <p><b>Date of Birth:</b> _____ <b>Place of Birth:</b> _____</p>	
<b>Driver's License #:</b>	<b>State of Driver's License:</b>
<p><b>Affiliate School Location Address:</b> <i>(if affiliate school is to be only online/correspondence, then circle)</i> <b>Street:</b> _____</p> <p><b>City:</b> _____ <b>State:</b> _____ <b>Zip:</b> _____</p> <p><input type="checkbox"/> <b>Online/Correspondence</b></p>	
<b>E-mail Address:</b>	
<p><b>Denomination/Church Name that will be affiliated with the school:</b>  <b>Mailing Address:</b>  <b>Street:</b> _____</p> <p><b>City:</b> _____ <b>State:</b> _____ <b>Zip:</b> _____</p> <p><b>Daytime Telephone Number:</b> (     ) _____</p>	
<p><b>Education level:</b> (circle highest attained)     <b>Associates</b>   <b>Bachelors</b>   <b>Masters</b>   <b>Doctorates</b>  .....or check</p> <p><b>Name and location of institution you received your degree from:</b></p> <p><b>City:</b> _____ <b>State:</b> _____</p> <p><b>Degree / Major received:</b></p> <p><b>Year Degree / Major earned:</b></p>	



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<b>Affiliate School Vice President Last Name:</b>	<b>Affiliate School Vice President First Name:</b>
<b>Education level: (circle highest attained)    Associates    Bachelors    Masters    Doctorates</b> <b>Name of institution you received your degree from:</b> <b>Degree / Major received:</b>	
<b>Affiliate School Dean of Academics Last Name:</b>	<b>Affiliate School Dean of Academics First Name:</b>
<b>Education level: (circle highest attained)    High School    Associates    Bachelors    Masters    Doctorates</b> <b>Name of institution you received your degree from:</b> <b>Degree / Major received:</b>	
<b>Affiliate School Secretary Last Name:</b>	<b>Affiliate School Secretary First Name:</b>
<b>Education level: (circle highest attained)    High School    Associates    Bachelors    Masters    Doctorates</b> <b>Name of institution you received your degree from:</b> <b>Degree / Major received:</b>	
<b>Who will be responsible for your day to day operations?</b>	
<b>Assuming your Affiliate School application review of is positive, what is your desired time frame to open the location?</b>	



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## Affiliate School Information

### Affiliate School Location fees:

1. There is a \$700, one-time only startup fee. This is for all the initial operational and administrative materials you will need to start the affiliate school location.
2. There is a \$50 monthly fee. This fee is to help with the operational and administrative cost that the Florida Main Campus incurs.... i.e..... access to Main Campus share drive, online canvas usage, postal fees, overnight parcel fees, corporation and contract renewal fee.

### Admission and Registration form and fee:

1. The admission and registration application fee is \$150 (non-refundable). This one-time fee is paid directly to the Florida Main Campus. You may furnish your prospective students with the admission and registration application from your office or from the main campus website. After the prospective student fills out the form, they will either email, scan or mail the form to the Florida Main Campus, along with their payment. The Office of the Registrar will process each application upon receipt and a copy is scanned or emailed back to the affiliate school location (however they choose). All affiliate school campus locations will keep a copy of each registered students admission and registration application for their own files (record keeping/accreditation audits).
2. Disciples of Christ Bible College and Seminary is incorporated through the State of Florida and has received a State exception from the Florida Department of Education (FDOE). In accordance with the FDOE, Disciples of Christ Bible College and Seminary operates under the authorization, as a degree granting religious institution through the exemption, by the Florida State Board of independent colleges and universities under section 1005.06 (1) (f), fla statute. In accordance with this and the accreditation guidelines, all admissions, registrations, and degrees have to be processed through the Florida main campus.

### Certificate programs and degree program fees:

1. All certificate programs and degree program fees may not be altered, these fees are the same for all campus locations. However, each Affiliate School Campus may add additional academic programs or courses to their own campus school. Your campus may want to have an Armor Bearer Course, Episcopate Courses, or other ecclesiastical courses, that the main campus does not offer, but is needed in your specific location. The Dean of Academics for your location submits in writing, the course or program details, the curriculum and the cost of the course or program to the main campus. This information is kept on file with us for audit purposes. All fees from that course belongs to the affiliate school campus location, with the exception of the admission and registration fee of \$145.

### Seminary:

1. Seminarians are instructed/lectured/licensed/ordained by your own Affiliate School Campus Dean of Seminary. However, all paperwork is still processed through the Florida main campus location but presented by the affiliate school campus.



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**STATEMENT OF ACCURACY**

I hereby affirm that all the above stated information provided by me is true and correct to the best of my knowledge. I also consent that my picture may be taken and used for any purpose deemed necessary to promote Disciples of Christ Bible College and Seminary.

I hereby understand that if chosen as a scholarship winner, I must provide evidence of enrollment/registration before the scholarship funds will be awarded.

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

**Return this application to the below address or scan it to Disciples of Christ Bible College & Seminary**

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Office of the Registrar

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