

CORNERSTONE UNIVERSITY

STUDENT ENROLLMENT PACKAGE

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WELCOME TO CORNERSTONE UNIVERSITY!

The Faculty and Staff congratulate you on your decision to pursue a Christian Education.

Cornerstone University is an independent private Christian institution committed to progressive and continuing education at the Associate thru Doctorate levels.

The mission of *Cornerstone University* is to provide an opportunity for students of high potential to experience learning in a way that meets accepted academic and professional standards.

This *Enrollment Package* is designed to enable you to have a clear picture of:

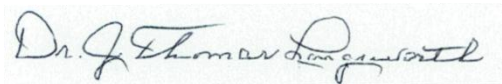
- ✠ How to proceed in dealing with the University
- ✠ What is expected of you as a student

We are glad that you have chosen to earn your degree through *Cornerstone University's* progressive program.

- ✠ Your life will be enriched spiritually.
- ✠ You will be more effective in Christian service.

We trust that we can help you reach your objectives. Thus, we are looking forward to having you study with us.

In His Service,



John T. Longworth, Ph.D.
President/Founder

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POLICIES

GRADING SYSTEM

Letter	%	%	Quality Points
A	90%	- 100%	4.00
B	80%	- 89%	3.00
C	70%	- 79%	2.00
D	60%	- 69%	1.00
F	59%	or below	0

Final grades for each course are based upon 3 components of equal weight: **(Does not apply to NCCA Counseling courses)**

- Homework
- Final Exam
- Course Thesis

NCCA Courses: The single grade source for NCCA counseling courses will be the **Final Exam**.

DEGREE CREDITS

A course grade of eighty **(80)** or above is required to qualify toward a degree. A course grade of seventy to seventy-nine (70-79) will qualify for a Completion Certificate but will not qualify toward a degree unless the class is retaken successfully.

ACADEMIC HONORS

Graduates who have distinguished themselves through outstanding academic performance will graduate with honor. Graduates who have earned a grade point average of 3.5 or above will be designated as honor graduates and will be honored according to the following standard:

GPA	HONOR
3.5	Cum Laude (with Honor)
3.6 - 3.9	Magna Cum Laude (with High Honor)
4.0	Summa Cum Laude (with Highest Honor)

INTEGRITY

Cornerstone University expects each student to lead a life of Integrity, on and off campus. The University has chosen to adopt certain rules which contribute to an environment which is appropriate to objectives and goals which requires students to refrain from gambling, the purchase, possession or use of alcoholic beverages, tobacco products and illegal drugs. Abusive use of legal drugs is also prohibited.

TERMINATION POLICY

Cornerstone University reserves the right to immediately suspend or terminate a degree candidate from a program for falsification of records or work submitted for assessment.

ACADEMIC CREDIT POLICY

In keeping with American University practices, *Cornerstone University* will issue a formal transcript at the end of the candidate's successful Degree program. This transcript will show exactly how the degree was earned. A candidate must carry an average of eighty (80) or above for each course, to receive credit for that course unless the course is retaken successfully.

WITHDRAWALS

If a student withdraws in good standing they may in the future, complete the program with *Cornerstone University*. However, there will be no refunds given for any reason and you must re-enroll within 12 months of the date of the last completed course and pay a \$50.00 re-enrollment fee.

GRADUATION CEREMONIES

Our graduating ceremonies are held the second Saturday of June. All eligible students are encouraged to march with cap and gown if you so desire. Caps and Gowns can be purchased through *Cornerstone University*. If you need additional information, please contact our office.

REFUNDS

The Application Fee is non-refundable. The Supervisor's Fee will be refunded if the candidate is not admitted into the degree program. However, if the candidate is approved and then withdraws, the Supervisor's Fee will not be refunded. If an approved candidate elects to withdraw from a degree program after paying the assigned tuition and fees for each course taken, the student must notify the Admissions Director. In such cases, no monies will be refunded, but the candidate is released from any further financial obligations for the degree program.

TUITION & FEES

TUITION

Cornerstone University is an independent faith-based college. As such, it receives no tax money for its support as do State and municipal Colleges.

SCHOLARSHIPS

Limited partial scholarships are available for qualified Lake Charles Campus Students only.

UNDERGRADUATE COURSE PRICES

Religious Education & Theology

- \$195.00 total tuition per course for all delivery methods.
 - Textbooks are included in the cost of tuition.
 - \$10.00 shipping & handling fee for campus & correspondence students.
- Degree Fees (all degrees):
 - \$50.00 matriculation fee per degree.
 - \$125.00 Supervisor's fee - Associate
 - \$175.00 Supervisor's fee - Bachelor

Christian Counseling Bachelor's Degree

- \$295.00 total tuition per course for all delivery methods.
 - Textbooks are included in the cost of tuition.
 - \$10.00 shipping & handling fee for campus & correspondence students.
- National Christian Counselor's Association required fees:

○ Phase I N.C.C.A.'s first year membership dues:	\$50.00
○ Phase I 10 A.P.S. reports @ \$25.00 each:	\$250.00
○ Phase II N.C.C.A. Licensing:	\$100.00
○ Phase II 15 A.P.S. reports @ \$25.00 each:	\$375.00
○ Phase III N.C.C.A. Licensing Upgrade:	\$50.00

GRADUATE COURSE PRICES

Religious Education & Theology

- \$295.00 total tuition per course for all delivery methods.
 - Textbooks are included in the cost of tuition.
 - \$10.00 shipping & handling fee for campus & correspondence students.
- Degree Fees (all degrees):
 - \$50.00 matriculation fee per degree.
 - \$200.00 Supervisor's fee – Master's
 - \$250.00 Supervisor's fee - Doctorate

Christian Counseling Degrees

- \$295.00 total tuition per course for all delivery methods.
 - Textbooks are included in the cost of tuition.
 - \$10.00 shipping & handling fee for campus & correspondence students.
- National Christian Counselor's Association required fees:
 - Phase I N.C.C.A.'s first year membership dues: \$50.00
 - Phase I 10 A.P.S. reports @ \$25.00 each: \$250.00
 - Phase II N.C.C.A. Licensing: \$100.00
 - Phase II 15 A.P.S. reports @ \$25.00 each: \$375.00
 - Phase III 10 A.P.S. reports @ \$25.00 each: \$250.00 (DOCTORATE ONLY)
 - Phase III N.C.C.A. Licensing Upgrade: \$50.00

ESTIMATED DEGREE COST

The maximum total *estimated* cost for a particular program is based on published tuition rates and required fees. This estimate does not include optional fees.

- **Associate of Arts Degree**
 - ❖ *Religious Education:* Tuition \$2,925 + Required Fees \$250 + Textbook S & H \$150 = **\$3,325**
- **Bachelor of Arts Degrees**
 - ❖ *Religious Education:* Tuition \$2,925 + Required Fees \$300 + Textbook S & H \$150 = **\$3,375**
 - ❖ *Theology:* Tuition \$3,510 + Required Fees \$300 + Textbook S & H \$180 = **\$3,990**
 - ❖ *Christian Counseling:* Tuition \$3,835 + Required Fees \$1,125 + Textbook S & H \$130 = **\$5,090**
- **Master of Arts Degrees**
 - ❖ *Religious Education, Ministry, Church Administration:*
 - Tuition \$3,835 + Required Fees \$325 + Textbook S & H \$130 = **\$4,290**
 - ❖ *Theology:* Tuition \$4,425 + Required Fees \$325 + Textbook S & H \$150 = **\$4,900**
 - ❖ *Christian Counseling:* Tuition \$3,835 + Required Fees \$1,150 + Textbook S & H \$130 = **\$5,115**
- **Doctorate Degrees**
 - ❖ *Religious Education, Ministry, Church Administration:*
 - Tuition \$3,835 + Required Fees \$375 + Textbook S & H \$130 = **\$4,340**
 - ❖ *Theology:* Tuition \$4,425 + Required Fees \$375 + Textbook S & H \$150 = **\$4,950**
 - ❖ *Christian Counseling:*
 - Doctorate Tuition \$5,900 + Required Fees \$1,450 + Textbook S & H \$200 = **\$7,550**
 - 2nd Doctorate Tuition \$3,540 + Required Fees \$1,200 + Textbook S & H \$120 = **\$4,860**

FEES

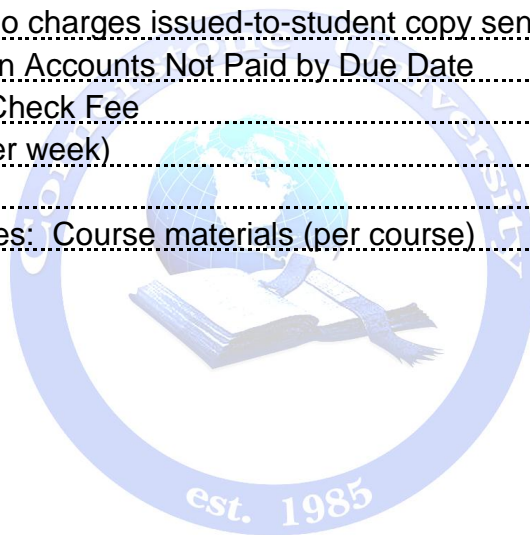
When estimating the total cost of a degree program, students should remember to include amounts from the fees listed below.

Required Fees

Application Fee	\$ 75.00
Matriculation Fee	\$ 50.00
Supervisor's Fees	
Associate Degree	\$125.00
Bachelor Degree	\$175.00
Master's Degree	\$200.00
Doctorate Degree	\$250.00

Fees for Optional / Special Services

Audit Fee	\$100.00
Official Transcript Fee (1 no charges issued-to-student copy sent with degree)	\$ 20.00
Finance Fees: Late Fee on Accounts Not Paid by Due Date	\$ 20.00
Finance Fees: Returned Check Fee	\$ 25.00
Course Extension Fee (per week)	\$ 50.00
Re-enrollment Fee	\$ 50.00
Shipping and Handling Fees: Course materials (per course)	\$ 10.00



COURSE REQUIREMENTS

COURSE DURATION

CAMPUS STUDENTS:

ATTENDANCE

Two (2) missed classes will require the class be taken over; no grades or credit will be awarded. Our courses are accelerated; you cannot afford to miss classes.

Lesson Requirements

Weekly:

- Each lesson has homework, True/False, multiple choice, etc. Each lesson's homework must be turned in the week following the lesson. (*Ex: Homework for Lesson 1 must be turned in the following class*).
- Each student will create a 300-325 word theme on the topics dictated in each weeks Lesson. Weekly themes must be turned in the week following the lesson. (*Ex: Themes for Lesson 1 must be turned in the following class*). Your Teacher will evaluate these themes for content, format, spelling, grammar & punctuation, after which they will be returned to you without a grade. These corrected themes will assist you in creating your 2000 word Thesis. If you are going to be absent, have someone bring your work to class.
- **Students are expected to come to class prepared by having already read the lesson for that week. This will allow you to raise any questions you might have before you do your homework and/or themes**

The 8th Week:

- Final Exams will take place.

End of Course:

- **Your 2000 word Course Thesis** must be turned in on the 2nd week of next course. There will be a 10% grade reduction for each week it is late.

CORRESPONDENCE STUDENTS

- Each course will have a completion time limit, which may vary per course (approximately 14 weeks). There will be a \$10.00 per week charge for every week over the allowed time limit with a maximum extension of eight weeks.
- We prefer your work be submitted via e-mail at info@cornerstoneuniv.org. You can send it by postal service. Whichever method you choose, it must be submitted regularly, not an entire course at one time.

ONLINE STUDENTS

- Each course will have a completion time limit, which may vary per course (approximately 14 weeks). There will be a \$10.00 per week charge for every week over the allowed time limit with a maximum extension of eight weeks.

- We prefer your work be submitted via e-mail at info@cornerstoneuniv.org. You can send it by postal service. Whichever method you choose, it must be submitted regularly, not an entire course at one time.

DEGREE REQUIREMENTS

Every degree offered by Cornerstone University requires the following (except NCCA counseling degrees):

- Courses: each course requires homework, weekly themes, final papers and final exams.
- Degree Levels:
 - Associate & Bachelor degrees require *Ministry Practicum Service*. You are required to record a minimum of 72 hours of Ministry work (ie: Sunday School teaching, feeding the homeless, hotline work, etc. Any time spent in a charitable work.) It is your responsibility to maintain the log. Your Pastor or supervisor must sign off on the work documented. The Practicum Logs are provided for you.
 - Master's Thesis and Doctoral Dissertation:

The aim of the Thesis and Dissertation is to have the student develop a particular topic or theme that is of personal interest, researched in various ways, and brought to a formatted academic/professional presentation. The student must focus their study on subjects related to the chosen field of study and future goals. *Cornerstone University* requires the writing and presentation of a Thesis of at least 30,000 words for the Master's Degree, and at least 60,000 words for the Doctoral Degree. The final draft of the Thesis shall be presented not less than thirty (30) days before the time the degree would be conferred.

WEEKLY THEME PAPER REQUIREMENTS (THIS SECTION DOES NOT APPLY TO NCCA COUNSELING COURSES)

Each *Theme Paper* that is turned in must meet the following criteria.

1. A **cover sheet** with the following Information
 - a. Name of Course
 - b. Course Number
 - c. Student's Name
 - d. Title of Term Paper
 - e. Instructor's Name
 - f. Date and Word Count(Center everything on the page, double space between each line.)
2. Every **Theme Paper** must:
 - a. Be between 300-325 words, no more, no less. Word counts below or beyond will result in point deducted from your grade.
 - b. Have one (1) inch margins on all four (4) sides.

- c. Be in **Times New Roman** or **Arial** font, 12 points only and double spaced.
 - d. Be stapled at the top left hand corner **without a covering or binding** when it is turned in to the instructor.
3. The **Theme Paper** is not to be filled with written Scripture. You can refer to Chapter and verse and/or use part of a verse to begin your topic. However, a Theme paper filled with scriptures will not be accepted.

Any question that you have about the Theme paper requirements should be discussed with your instructor at the beginning of the course. You will submit a theme each week. It is important that you understand the requirements from the beginning so that you will have ample time to complete your assignments.

THESIS REQUIREMENTS (THIS SECTION DOES NOT APPLY TO NCCA COUNSELING COURSES)

Each **Thesis** that is turned in must meet the following criteria.

1. A **cover sheet** with the following Information
 - a. Name of Course
 - b. Course Number
 - c. Student's Name
 - d. Title of Term Paper
 - e. Instructor's Name
 - f. Date and Word Count

(Center everything on the page, double space between each line.)
2. The **Thesis** must:
 - a. Be between 2,000 – 2,025 words, no more, no less. Word counts below or beyond will result in point deducted from your grade.
 - b. Have a **Table of Contents** page following the cover sheet.
 - c. Have one (1) inch margins on all four (4) sides.
 - d. Be in **Times New Roman** or **Arial** font, 12 points only and double spaced.
 - e. Be stapled at the top left hand corner **without a covering or binding** when it is turned in to the instructor.
 - f. Include **Resource Materials and Bibliography of Works Cited** in the back of the work.
3. The **Thesis Paper** is not to be filled with written Scripture. You can refer to Chapter and verse and/or use part of a verse to begin your topic. However, a Theme paper filled with scriptures will not be accepted.

Any question that you have about the Thesis requirements should be discussed with your instructor at the beginning of the course. You will submit a theme each week

DEGREE PAPER REQUIREMENTS (THIS SECTION DOES NOT APPLY TO NCCA COUNSELING COURSES)

Each *Degree Paper* that is turned in must meet the following criteria.

1. A **cover sheet** with the following Information

- a. Name of Course
- b. Course Number
- c. Student's Name
- d. Title of Term Paper
- e. Instructor's Name
- f. Date and Word Count

(Center everything on the page, double space between each line.)

2. The **Degree Paper** must:

- a. Be between the specified word count for that degree, no more, no less. Word counts below or beyond will result in point deducted from your grade.
 - i. Master Degree: 30,000 – 30,050 words
 - ii. Doctorate Degree; 60,000 – 60,050 words
- b. Have a **Table of Contents** page following the cover sheet.
- c. Have one (1) inch margins on all four (4) sides.
- d. Be in **Times New Roman** or **Arial** font, 12 points only and double spaced.
- e. Be submitted to the instructor in a 3-ring binder
- f. Include **Resource Materials and Bibliography of Works Cited** in the back of the work.

3. The **Degree Paper** is not to be filled with written Scripture. You can refer to Chapter and verse and/or use part of a verse to begin your topic. However, a Theme paper filled with scriptures will not be accepted.

1. No **grade will be given** without the required degree paper being submitted upon completion of the last course required for the degree.

Any question that you have about the Degree paper requirements should be discussed with your instructors at the beginning of the year. You will have 10 months to do all required reading and write a Degree paper. It is important that you understand the requirements from the beginning so that you will have ample time to complete your assignments.

Cornerstone University desires to offer education with integrity. We will not deviate from these requirements for any level of education. We cannot allow any student to do less than the required work. There are no exceptions! Students who desire a college education must be willing to do college level work. The higher level of degree, the higher level of work is required. Please be aware of this fact before you enroll in a higher level education program.

APPLICATION PROTOCOLS

STUDENT QUALIFICATIONS

- † Be at least twenty-five (25) years of age.
- † Applicants seeking admission to:
 - The Associate Degree Program must hold a High School Diploma, G.E.D. or equivalent.
 - The Bachelor Degree Program must hold an earned Associate Degree from an institution whose awards are recognized by *Cornerstone University*.
 - The Master's Degree Program must hold an earned Bachelor's Degree from an institution whose awards are recognized by *Cornerstone University*.
 - The Doctoral Degree Program must hold an earned Master's Degree from an institution whose awards are recognized by *Cornerstone University*.
- † Complete all required admission and financial obligations before classes begin.
- † Maintain a teachable attitude.
- † Adhere to the rules of *Cornerstone University*.
- † Complete all academic and financial obligations in a timely manner before graduation.

ENROLLMENT PROCEDURE

When the prospective candidate has decided which program to pursue, he/she must complete all of the required documentation in the *Cornerstone University* "Enrollment Package". The candidate must use the forms provided by *Cornerstone University*. These are designed to give *Cornerstone University* the information necessary to decide the candidate's eligibility to enter a program. The application must include the following:

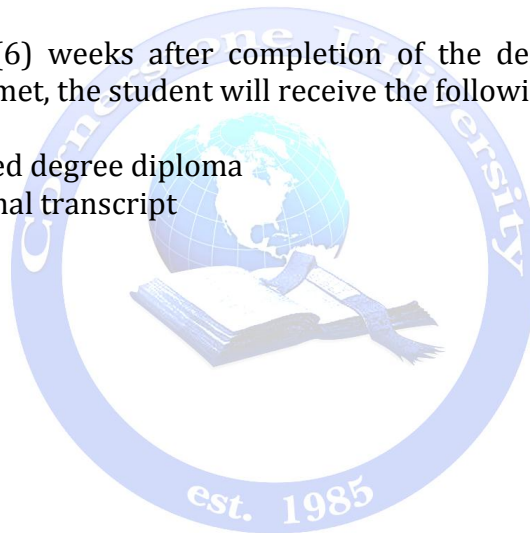
- † Completed *Application* with current photo.
- † Grade transcript or photocopy of earned degree(s). If accepted you must provide an Official Transcript(s) before credits can be awarded.
- † 3 *Reference Forms* completed & submitted on the forms provided. Please carefully read and follow the submission protocols on those forms.
- † A current Resume.
- † Proof of Ordination and/or Licensure. (If applicable)
- † "*Accreditation Statement*", signed
- † "*Financial Agreement*", signed
- † "*Acknowledgement of Enrollment Procedures*", signed.
- † *Initial Fees: Minimum Requirement (may be paid by cash, check or credit card.)*
 - Application fee, \$75.00 which is required when the application is submitted.
 - The application fee is **not** refundable.

ENROLLMENT PROCEDURE

The Admissions Committee will only consider a complete application package which includes ***all*** required documentation, including signatures. Normally, after a complete application package is received, a decision concerning admissions is made within seven (7) days.

If accepted, you will receive a phone call and a letter of acceptance. If you have credits from another institution, the admissions committee will let you know how many credits will be accepted toward a degree. ***We only accept credits from approved institutions***

- † **Correspondence students:** when all is in order, the first book (with homework and instructions) will be sent to the student. Each course costs \$295.00, paid in advance. The student is then responsible for completing all assignments and returning the material to the assigned Supervisor for grading.
- † **Online students:** when all is in order, an email will be sent to the student with logon instructions . Each course costs \$295.00, paid in advance. The student
- † Approximately six (6) weeks after completion of the degree program and all financial responsibilities are met, the student will receive the following:
 - One (1) earned degree diploma
 - One (1) original transcript



GUIDELINES FOR A PERSONAL PORTFOLIO

✠ Personal Background

- Name, address, zip code and telephone numbers for home and work.
- Social Security number
- Marital status
- Children – names and dates of birth
- Other pertinent information

✠ Academic Background

- Name and location of institution
- Date(s) attended
- Major
- Copy of Transcripts and/or Degrees

✠ Credentials

- Licenses
- Ordination papers
- Certificates

✠ Achievements

- Awards
- Activities
- Publications: sample copy if small and available

✠ Employment Background: Previous Ten-Year History

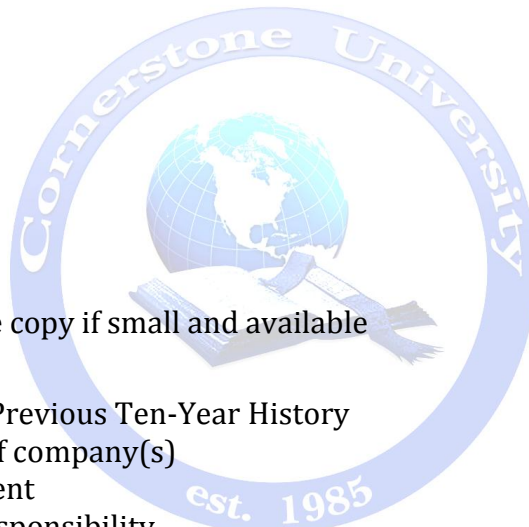
- Name and address of company(s)
- Date(s) of employment
- Position, title and responsibility
- If supervisor, number of people supervised

✠ References

- Three references, one from current Pastor (if layperson)

✠ Plans for the Future

- What is the vision of your ministry?
- What are your unique talents?
- For whom do you wish to provide services? You're Church? General public? Others?
- If you're major is Counseling, why do you believe you are called to counsel?



APPLICATION FORMS

Please complete and return the following forms.

- ❖ ***FINANCIAL AGREEMENT***
- ❖ ***UNDER-GRADUATE MINISTRY PRACTICUM LOG***
- ❖ ***ACCREDITATION STATEMENT***
- ❖ ***REFERENCE FORM***
- ❖ ***ACKNOWLEDGEMENT OF ENROLLMENT PROCEDURE***



CORNERSTONE UNIVERSITY

FINANCIAL AGREEMENT

Student Name: _____
(please print)

Date: _____

We are happy to have you as a part of the Cornerstone University Family. We are proud to offer a high quality Christian Education. In order to continue providing excellence in education, upon admission, we have several requirements of our students.

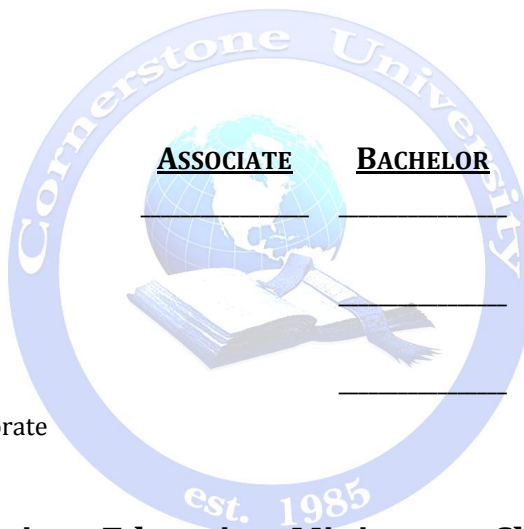
The monthly payments suggested below are designed to have your tuition and fees paid in full one month before graduation. However, we only require that you make **some type of payment** each month. Many students pay a bulk amount with their bonuses and/or income tax return.

SCHOLARSHIPS

Limited partial scholarships are available for qualified Lake Charles Campus Students only.
Degree Program:

Choose Your Degree & Major

<u>MAJOR</u>	<u>ASSOCIATE</u>	<u>BACHELOR</u>	<u>MASTER'S</u>	<u>DOCTORATE</u>
Religious Education	_____	_____	_____	_____
Ministry	_____	_____	_____	_____
Theology	_____	_____	_____	_____
Church Administration	_____	_____	_____	_____
Christian Counseling	_____	_____	_____	_____
Christian Counseling, 2 nd Doctorate	_____	_____	_____	_____



DEGREE PLANS: Religious Education, Ministry or Church Administration

<i>Religious Education, Ministry and Church Administration</i>	<i>ESTIMATED DEGREE COST</i>			
	<i>Associate Religious Education Only</i>	<i>Bachelor Religious Education Only</i>	<i>Master's</i>	<i>Doctorate</i>
Tuition (per degree)	\$ 2,925.00	\$ 2,925.00	\$ 3,835.00	\$ 3,835.00
Application Fee	\$ 75.00	\$ 75.00	\$ 75.00	\$ 75.00
Supervisor's Fee	\$ 125.00	\$ 175.00	\$ 200.00	\$ 250.00
Matriculation Fee	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00
Textbook Shipping & Handling Fee	\$ 150.00	\$ 150.00	\$ 130.00	\$ 130.00
TOTAL	\$ 3,325.00	\$ 3,375.00	\$ 4,290.00	\$ 4,340.00

DEGREE PLANS: Theology

<i>Theology</i>	<i>ESTIMATED DEGREE COST</i>		
	<i>Bachelor</i>	<i>Master's</i>	<i>Doctorate</i>
Tuition (per degree)	\$ 3,510.00	\$ 4,425.00	\$ 4,425.00
Application Fee	\$ 75.00	\$ 75.00	\$ 75.00
Supervisor's Fee	\$ 175.00	\$ 200.00	\$ 250.00
Matriculation Fee	\$ 50.00	\$ 50.00	\$ 50.00
Textbook Shipping & Handling Fee	\$ 180.00	\$ 150.00	\$ 150.00
TOTAL	\$ 3,990.00	\$ 4,900.00	\$ 4,950.00

DEGREE PLANS: CHRISTIAN COUNSELING

<i>Theology</i>	<i>ESTIMATED DEGREE COST</i>			
	<i>Bachelor</i>	<i>Master's</i>	<i>Doctorate</i>	<i>2nd Doctorate</i>
Tuition (per degree)	\$ 3,835.00	\$ 3,835.00	\$ 5,900.00	\$ 3,540.00
Application Fee	\$ 75.00	\$ 75.00	\$ 75.00	\$ 75.00
Supervisor's Fee	\$ 175.00	\$ 200.00	\$ 250.00	\$ 250.00
Matriculation Fee	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00
Textbook Shipping & Handling Fee	\$ 130.00	\$ 130.00	\$ 200.00	\$ 120.00
NCCA Fees	\$ 825.00	\$ 825.00	\$ 1,075.00	\$ 825.00
TOTAL	\$ 5,090.00	\$ 5,115.00	\$ 7,550.00	\$ 4,860.00

<i>Degree Plan:</i>	
Tuition & Fees	\$
Scholarship	\$
Down payment	\$
Adjusted Total	\$
Number of Installments	
Monthly Payment	\$

I agree to pay Cornerstone University the above tuition, fees and additional costs for my course of study. I understand if I am late paying my tuition I will pay the late fee of \$10.00. I do understand upon graduation all fees must be paid in full before I will receive a transcript, diploma or certification of any kind.

STUDENT'S SIGNATURE

DATE

FACULTY MEMBER

CORNERSTONE UNIVERSITY

ACCREDITATION STATEMENT

An accrediting organization is a “watchman on the wall”. Webster defines accreditation as to give trust or confidence to: to vouch for; to recommend; to furnish with credentials, as an envoy or ambassador. Every accreditation group is not the same. They are different and focused in different areas of accreditation.

Accrediting Commission International is an International accrediting commission which holds as its primary objective the encouragement and maintenance of sound scholarship and the highest academic achievement in the areas of private education. Quality education is the goal at all times. Its purpose is the preparation of quality education in private schools, colleges, and theological seminaries. It is a non-governmental body and makes no claim to be connected with the government.

A degree covers the major taken with that degree. A student or potential student must understand that credits taken in one type of program may or may not transfer to another type program. This is the sole determination of the receiving institution.

The job market is highly competitive. Training is specialized in most fields. A graduate in one field may have difficulty in being hired in a field they are not certified for.

By signing this form, I am signifying that I have received the Student Handbook and I understand the type of degree for which I have applied and neither ACI nor Cornerstone University is responsible for my employment goals.

Student Signature

Date

COPY-RIGHT MATERIALS

I hereby promise that, I as a student of Cornerstone University, will not sell, copy or let others sell or copy tapes or textbooks without express permission of the college.

Student's Name

Social Security Number



CORNERSTONE UNIVERSITY

REFERENCE FORM

You are being asked to provide a reference for:

(Please print name of candidate)

This individual has enrolled in Cornerstone University professional degree program of study.

- Please be honest with your responses.
- **Please place the completed form in a sealed envelope and initial the sealed flap. This will ensure the integrity of the process and it will ensure the confidentiality of your responses. Cornerstone University will not accept references in any other format.**

To the best of my knowledge, this individual:

- lives a life that honors the Lord: ___ yes ___ no
- has a good reputation within his/her church and community: ___ yes ___ no
- demonstrates qualities that are normally associated with a Christian, i.e. Christian maturity, leadership skills, integrity, stability, etc: ___ yes ___ no

Would you recommend this person for a faith based professional degree program of study?
___ yes ___ no

How many years have you known this individual? _____

What is your relationship to this individual? _____

Date: _____

Name: _____

Telephone number(s)

(Signature)



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Would you recommend this person for a faith based professional degree program of study?

___ yes ___ no

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What is your relationship to this individual? _____

Date: _____

Name: _____

Telephone number(s)

(Signature)



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CORNERSTONE UNIVERSITY

ACKNOWLEDGEMENT OF ENROLLMENT PROCEDURE

I _____ have read and do understand the information presented to
(Please PRINT your name here)
me in the orientation package. My initials by the name of each document and my signature
indicate that I do agree to abide by the rules and regulations set forth by this School
[Cornerstone University].



Please place your initials next to each document you have received.

<i>Initials</i>	<i>Document</i>
	Application Protocols
	Degree Programs
	Financial Agreement
	Ministry Practicum Log
	Accreditation Statement
	Guideline for Personal Portfolio
	3 Reference Forms
	Course Requirements
	Written Paper Requirements

This document must be returned with your application. Thank you.