



ACCELERATED COLLEGE OF THE **BIBLE** INTERNATIONAL™

Reaching the world in this generation through trained leadership



ACBI

acem.org

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ACCELERATED COLLEGE OF THE BIBLE INTERNATIONAL

A subsidiary of Accelerated Christian Education Ministries

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This catalog is designed to give basic information concerning Accelerated College of the Bible International. The provisions of this catalog are not to be regarded as an irrevocable contract. The Administration and ACEM Executive Directors reserve the right to modify, revoke, and/or add to college regulations at any time. If a student withdraws at any time and later returns, he is subject to the regulations in effect at the time of his return.

MESSAGE FROM THE PRESIDENT



A vision that Accelerated Christian Education Ministries kept close to the heart for many years has now become reality with the establishment of a Bible College in Nashville, Tennessee, that will service churches in the United States and around the world. Our motto “Reaching the world for Christ one child at a time” is accomplished by equipping churches and parents in the training of their young people with a Bible-based academic program and an individualized system of learning. This is our purpose and mission.

The Bible College functions as a ministry training school instructing students for local church Christian educational discipleship programs.

Join me in praying for the continued expansion of this commitment to tertiary Christian education emphasizing vocational training for local church ministries. ACBI takes seriously the development of a Biblical worldview applied to Christian schooling that honors the living and written Word of GOD.

A handwritten signature in black ink that reads "Esther Howard". The script is elegant and cursive.

Esther Howard, D.Litt.
President

TABLE OF CONTENTS

04	GENERAL INFORMATION
05	ACBI OVERVIEW
07	ADMISSION PROCEDURES
09	REGISTRATION AND FINANCIAL AGREEMENT
10	CANCELLATIONS, TRANSFERS, AND ACCREDITATION
11	CERTIFICATE OF TRAINING IN CHRISTIAN EDUCATION
13	ASSOCIATE OF APPLIED ARTS IN CHRISTIAN EDUCATION
16	COURSE DESCRIPTIONS
21	GRADING AND ACADEMIC STANDARDS
22	ADMINISTRATION OF COLLEGE COURSES
23	ACADEMIC CODE OF CONDUCT POLICY
28	DESCRIPTION OF FACILITIES AND EQUIPMENT
29	ACADEMIC CALENDAR

Accelerated College of the Bible International is authorized by the Tennessee Higher Education Commission. This authorization must be renewed each year and is based on an evaluation of minimum standards concerning quality of education, ethical business practices, and fiscal responsibility.

GENERAL INFORMATION



LOCATION

Staff offices are located at A.C.E.'s International Corporate Offices, 130 Maple Drive North, Hendersonville, TN 37075.



ORGANIZATION

Accelerated College of the Bible International is an integral part of Accelerated Christian Education Ministries.



PURPOSE

The primary purpose of ACBI is to train students to know and communicate their Christian faith effectively. ACBI purposes to help students become more spiritually mature, academically qualified, and dependable individuals.

PHILOSOPHY

The programs and curricula have as their foundation the Biblical framework of history and philosophy with emphasis upon the special Creation and sovereign control of all things by the Lord Jesus Christ, in Whom all true knowledge, understanding, and wisdom consist.

Students learn to develop a philosophy of education and life based on the Word of God. The goal is not merely to provide a Christian education but also to help each person attain his Christ-given potential.

ACBI OVERVIEW

With emphasis in the area of church youth ministry, students receive training in Biblical truths; Christian ethical behavior; grammar and composition; Western civilization in a global world from a historical perspective; and a personalized philosophy of learning.

Students acquire skills in evangelism, empathy in relational learning, and proficiency in educational organization and administration. ACBI's training is designed to equip and prepare students to become effective church youth educators and leaders.

STATEMENT OF FAITH

We believe in:

- The plenary, verbal inspiration of the Bible, equally and in all parts and without error;
- The one God, eternally existent Father, Son, and Holy Spirit, Who created man by a direct, immediate act;
- The preexistence, incarnation, virgin birth, sinless life, miracles, substitutionary death, bodily resurrection, ascension to Heaven, and Second Coming of the Lord Jesus Christ;
- The Fall of Man, the need for regeneration by the operation of the Holy Spirit through personal faith in Jesus Christ as Saviour on the basis of grace alone, and the resurrection of every person to either eternal life or eternal damnation;
- The spiritual relationship of all Believers in the Lord Jesus Christ, living a life of righteous works, separated from the world, and witnessing of His saving grace through the ministry of the Holy Spirit;
- The Biblical mandate of the Great Commandment and the Great Commission for all Believers to proclaim the Gospel and to disciple all nations.

ACBI OVERVIEW (Continued)

CHRISTIAN LIFE – PRACTICE

Accelerated College of the Bible International upholds and believes that:

- 1** A Christian is called to be separated unto the Lord and from the world. Believers ought to abstain from morally questionable practices.
- 2** A Christian should have an appearance that is not conformed to this world (Romans 12:2). Modest clothing, appropriate hairstyles, and general deference to the tastes of fundamental Christians properly express the intent to be conformed to the image of Christ.
- 3** While we are able to be very careful about our own appearance and conduct, the Bible commands that we “judge not” and that Christian love characterizes our relationships with other Christians (Romans 14:13). We would, therefore, avoid a critical attitude and un-Christian conversation about other Christians.
- 4** While we may disagree on other matters of doctrine (those not found in the Statement of Faith), it is a matter of wisdom that we avoid disagreeing in conversation with those of other convictions.

Accelerated College of the Bible International takes a conservative position on the great doctrines of the faith. While we can have professional interaction with Christians holding other beliefs, acceptance of the historic doctrines of the virgin birth, the inspiration of the Bible, salvation by grace alone, and the deity of the Lord Jesus Christ is the common denominator on which such interaction can be based.

The doctrinal position outlined in our Statements of Faith and Christian Life – Practice is foundational to the beliefs and to the written curricula. It is not only implied but is openly taught in academic courses. Students choosing to attend ACBI should consider these statements seriously and determine whether they can conscientiously agree with the doctrine and practice. Major differences are likely to lead to misunderstandings and difficulties.

ADMISSION PROCEDURES

Since expectations are high and the program is strenuous at Accelerated College of the Bible International, all applicants should be interested in maintaining high spiritual and moral character. Students must have graduated from Lighthouse Christian Academy or a Christian school with Model or Quality status. Adult learners must have previously served or be currently serving in a Learning Center using the A.C.E. program.

Applicants should follow these procedures:

1. Download and review 3 forms on the ACBI website.
 - a. Enrollment Agreement
 - b. ACBI Preenrollment Checklist
 - c. Transfer of Credit Disclosure Statement
2. Complete the forms and return them to ACBI with the Enrollment Processing Fee of \$100 (nonrefundable).
 - Enrollment Agreement Completed and Signed
 - Photograph
 - Copy of the Student's Birth Certificate
 - Christian Testimony Form
 - Health Status Form
 - Release of Liability
 - Medical Release
 - Consumer Authorization Form
 - ACBI Preenrollment Checklist
 - Transfer of Credit Disclosure Statement
 - Enrollment Processing Fee:
 - Check Included (Payable to ACBI)
 - Credit Card - Please call to make payment

ADMISSION PROCEDURES

(Continued)

3. Give a Character Reference form (and a stamped envelope addressed to Accelerated College of the Bible International) to your pastor and three other adults (other than relatives) who have known you well for a period of time. Ask each one to complete the form privately and email or mail it directly to ACBI.
4. Arrange to have a copy of the following items sent to Accelerated College of the Bible International (when applicable):
 - a. Official high school transcript
 - b. ACT/SAT scores

ACBI/ACEM does not discriminate against members, applicants, students, and others on the basis of race, color, gender, or national or ethnic origin.

Initial admittance does not automatically imply readmission in future semesters. Staff reserves the responsibility to refuse, for just cause or reason, admission to any prospective or returning students. Any applicant who withholds or falsifies pertinent information may be required to withdraw. Applicants for admission will be notified of their acceptance after all applicable items have been received.

Enrollment in Accelerated College of the Bible International is a privilege, and Accelerated College of the Bible International reserves the right to suspend or expel any student in accordance with its official policies.

REGISTRATION AND FINANCIAL AGREEMENT

REGISTRATION

Students may register and begin studies during open enrollment. Please refer to the academic calendar for dates. There is no late enrollment after registration is closed.

Registration is not complete until the student's account is current with ACBI. No student is permitted to begin studies without completing registration.

FINANCIAL AGREEMENT

All fees and charges must be current prior to any tests being validated, official documents processed, grades recorded, and diplomas being provided.

CANCELLATIONS, TRANSFERS, AND ACCREDITATION

CANCELLATION/WITHDRAWAL/DROP/REFUND POLICY

Tuition fees are refundable within 30 days after enrollment acceptance date, after the return of all curriculum and resources. Rosetta Stone language courses are nonrefundable. To drop a course without receiving a failing grade, a student must acquire the approval of the Registrar within four weeks of the start date of the semester when the course was delivered to you. Courses dropped after this time will show a grade of “WF (withdraw fail).”

Requests for cancellations, withdrawals, or drops are to be made in writing and transmitted to:

Attn: Registrar
ACBI
P.O. Box 508
Hendersonville, TN 37077-0508
Or: ACBI@ACEM.org

TRANSFER TO OTHER SCHOOLS

If a student desires to transfer to another Bible institute or college, he should contact the college to determine if ACBI’s courses will be accepted for transfer credit. Likewise, many state colleges do not accept Bible courses for transfer credit. These courses are not designed to apply toward other degree programs. Inquire with the Registrar concerning ACBI Articulation Agreements.

TRANSFER OF CREDITS

ACBI reserves the right to accept or reject credits based on ACBI’s own institutional criteria regardless of the other school’s accreditation. ACBI may award credit for prior learning experience on an individual basis following the Council for Adult and Experiential Learning (CAEL) guidelines.

ACCREDITATION

Accelerated College of the Bible International is a subsidiary of Accelerated Christian Education Ministries operating legally in the State of Tennessee as a 501(c) 3 nonprofit organization. Accelerated College of the Bible is not accredited and makes no representation that its graduates will be accepted by specific institutions. The goal of ACBI/ACEM administration is to meet and exceed the normative standards of recognized accreditation associations.

CERTIFICATE OF TRAINING IN CHRISTIAN EDUCATION

PROGRAM DESCRIPTION

The Certificate of Training in Christian Education is designed to introduce students to general education from a Biblical viewpoint and to provide opportunity for hands-on training. Students completing the Certificate course of study will be better equipped to assist leaders in the church.

PROGRAM OBJECTIVES

1. To learn basic disciplines in grammar and composition, Biblical truth, Christian ethical behavior, a historical perspective of Western civilization in a global world, and a personalized philosophy of learning
2. To acquire skills in:
 - a. Leading others to a personal relationship with Jesus Christ (skill of evangelism)
 - b. Ministering to the impoverished in countries around the world (skill of empathy in relational learning)
 - c. Assisting with youth ministry in church learning centers (skills of educational organization)
3. To train in discipleship so that students will know and communicate their Christian faith compassionately to various age levels—preschool through young adult—while assisting leaders
4. To complete self-instructional course requirements consisting of 10 PACEs (units of study), each with a final PACE Test, monitored by an ACBI-authorized individual (Additional reading and writing activities may be assigned in the PACEs.)
5. To complete an on-site training course.

CERTIFICATE OF TRAINING IN CHRISTIAN EDUCATION (Continued)

1-Year Program, 30 Credit Hours

FIRST SEMESTER

BI 101	Old Testament Advanced Survey	3 Credits
EN 101	English Composition I	3 Credits
ED 103	Individualized Learning	2 Credits
BI 201	Origins and Science	3 Credits
Elective	Choice	3 Credits

TOTAL CREDITS

14 CREDITS

SECOND SEMESTER

BI 102	New Testament Advanced Survey	3 Credits
EN 102	English Composition II	3 Credits
BI 111	The Biblical Educator	3 Credits
BI 121	Introduction to Counseling	3 Credits

TOTAL CREDITS

12 CREDITS

SUMMER SEMESTER

ED 101	Cross-Cultural Ministry I: Basic Literacy	2 Credits
ED 102	Learning Center Management II: Supervisor (or)	2 Credits
ED 121	Learning Center Management III: Administrator	4 Credits

TOTAL CREDITS

4 CREDITS

PROGRAM TOTAL CREDITS

30 CREDITS

ASSOCIATE OF APPLIED ARTS IN CHRISTIAN EDUCATION

PROGRAM DESCRIPTION

The Associate of Applied Arts degree in Christian Education is designed to introduce students to a Biblical view of general education and to provide opportunity for hands-on training in organizing and administering local church Learning Centers. Completion of the two-year blended distance-education program will equip students to *begin* leadership roles in church Christian education programs involving children and youth.

PROGRAM OBJECTIVES

1. To learn basic disciplines in grammar and composition, Biblical truth, Christian ethical behavior, a historical perspective of Western civilization in a global world, and a personalized philosophy of learning
2. To acquire skills in:
 - a. Leading others to a personal relationship with Jesus Christ (skill of evangelism)
 - b. Ministering to the underprivileged in countries around the world (skill of empathy in relational learning)
 - c. Working with children and youth in church Learning Centers (skills of educational organization and administration)
3. To train in discipleship so that students will know and communicate the Christian faith compassionately to various age levels—preschool through young adult
4. To complete self-instructional course requirements consisting of 10 PACEs (units of study), each with a final PACE test, monitored by an ACBI-authorized individual (additional reading and writing activities may be assigned in the PACEs)
5. To complete on-site training courses requiring travel both inside and outside the United States (adult learners may not need to travel abroad for the Educational Assistant course)

ASSOCIATE OF APPLIED ARTS IN CHRISTIAN EDUCATION (Continued)

2-Year Program, 60 Credit Hours

YEAR 1

FIRST SEMESTER

BI 101	Old Testament Advanced Survey	3 Credits
EN 101	English Composition I	3 Credits
HI 101	History of Civilization I	3 Credits
BI 201	Origins and Science	3 Credits

TOTAL CREDITS

12 CREDITS

SECOND SEMESTER

BI 102	New Testament Advanced Survey	3 Credits
EN 102	English Composition II	3 Credits
HI 102	History of Civilization II	3 Credits
BI 121	Introduction to Counseling	3 Credits

TOTAL CREDITS

12 CREDITS

SUMMER SEMESTER

PR 102	Cross-Cultural Ministry II: Short-Term Mission	2 Credits
ED 121	Learning Center Management III: Administrator	4 Credits

TOTAL CREDITS

6 CREDITS

YEAR 1 TOTAL CREDITS

30 CREDITS

ASSOCIATE OF APPLIED ARTS IN CHRISTIAN EDUCATION (Continued)

2-Year Program, 60 Credit Hours

YEAR 2

FIRST SEMESTER

MA 201	College Mathematics	3 Credits
EN 203	Biographies of Champions	3 Credits
ED 103	Individualized Learning	2 Credits
Electives	(Choose from)	7 Credits
BI 111	The Biblical Educator (3)	
SP 101	Fundamentals of Speech (3)	
ED 101	Cross-Cultural Ministry I: Basic Literacy (2)	
BL 101	Greek 1 (5)	
ML101	Spanish 1 (5)	
ML121	French 1 (5)	

TOTAL CREDITS

15 CREDITS

SECOND SEMESTER

ED 201	Educational Assistant	10 Credits
Electives	(Choose from)	5 Credits
SC 211	Introduction to Physical Science (3)	
ED 100	Learning Center Management I: Monitor (2)	
BL 102	Greek II (5)	
ML 102	Spanish II (5)	
ML 122	French II (5)	

TOTAL CREDITS

15 CREDITS

YEAR 2 TOTAL CREDITS

30 CREDITS

TOTAL PROGRAM CREDITS

60 CREDITS

COURSE DESCRIPTIONS

BIBLE

BI 101 – Old Testament Advanced Survey (3 credits)

This course is intended to give the student an understanding of the content, history, and customs of the Old Testament. The student will carefully work through each Book, answering questions and having difficulties explained. Helpful background information is given that will aid the student's ability to interpret the Scriptures.

BI 102 – New Testament Advanced Survey (3 credits)

This course is designed to introduce the student to the penman, the place, the period, the problem, the peculiarities, the purpose, and the plan of each book of the New Testament from Matthew through Revelation.

BI 111 – The Biblical Educator (3 credits)

The first half of the course is foundational, laying down basic framework for a Biblical Philosophy of Education: Christian educators must recognize a calling from God and commit themselves to the Person of Jesus Christ and to personal and character performance. The last half of the course is experiential and practical. The Christian educator must be a disciple of Christ, a student of God's Word, an effective communicator, a faithful servant of prayer, and accept the possibility of bivocational ministry.

BI 121 – Introduction to Counseling (3 credits)

This course introduces the student to Nouthetic counseling through the use of Scripture, which the apostle Paul says was given for instruction, for conviction of sin, for correction of behavior, and for learning the disciplines of righteousness. Students will learn the place of the pastor as counselor, the identification of sin as the source of most difficulties (pride), and the language of helpful, caring conversations.

BI 201 – Origins and Science (3 credits)

This course is a basic introduction to the Biblical and scientific case for Creation and literal belief in the scientific accuracy, historicity, and reliability of the Biblical record.

COURSE DESCRIPTIONS (Continued)

BIBLICAL LANGUAGES

BL 101 – Greek I (5 credits)

An introductory course in the Greek of the New Testament designed to enable the student to read from the Greek New Testament. Vocabulary, grammar, and syntax are the major studies, ending with an application of all grammar learned by translating I John.

BL 102 – Greek II (5 credits)

Prereq: BL 101. An intermediate course of New Testament Greek, specializing in translation drills and grammar and syntax reviews.

EDUCATION

ED 100 – Learning Center Management I: Monitor (2 credits)

This course prepares students to function as a paraprofessional Learning Center assistant to the Learning Center Supervisor.

ED 101 – Cross-Cultural Ministry I: Basic Literacy (2 credits)

This BLESS® (Basic Literacy Education Saving Souls®) training course equips students to work with impoverished children aged 5 to 8. Administering the BLESS Center curriculum enables the student to instruct children in Biblical life principles and English reading skills. This course trains students to organize and administer a 12- to 15-week BLESS Center ministry and to share the Gospel with underprivileged children and their families.

ED 102 – Learning Center Management II: Supervisor (2 credits)

This four-day comprehensive module is held each summer at one of the Accelerated Christian Education Regional Training Centers. Instruction is given in the detailed procedures of how to supervise students in an educational Learning Center. An official Accelerated Christian Education Supervisors' Training Certificate is issued upon completion.

ED 103 – Individualized Learning (2 credits)

This education course will present a Biblical explanation, reasoned defense, and practical application of the philosophy and methodology of Accelerated Christian Education's Biblical individualized learning.

COURSE DESCRIPTIONS (Continued)

ED 121 – Learning Center Management III: Administrator (4 credits)

In an intensive five-day course held each summer in Nashville (Hendersonville), Tennessee, the students will learn about Accelerated Christian Education's philosophy and methodology by hearing, doing, and seeing the system and the curriculum in action. They will experience A.C.E.'s controlled progress motivated learning from a student's perspective in a Learning Center environment. In addition, they are equipped to operate a successful Learning Center in a successful school as they learn the keys essential to school administration through insightful, informative, and practical workshops.

ED 201 – Educational Assistant (10 credits)

Prereq: ED 121. This field-experience internship course requires a semester abroad assisting in a church (or private) Christian education program. The student will work in a variety of learning situations depending upon the church, including children's church, Sunday school, children's programs, Christian school, sporting events, and youth groups.

ED 202 – Administrators' Training (2 credits)

Prereq: ED 102. This extensive five-day on-site module is held during the summer at the Accelerated Education International Corporate Offices in Nashville (Hendersonville), Tennessee. Keys to effective administration of educational Learning Centers are presented, and firsthand experience in Learning Center procedures is required. College students are assigned one specific week to attend, and an official Acceleration Christian Education Administrators' Training Certificate is issued upon course completion.

ENGLISH

EN 101 – English Composition I (3 credits)

A study of the fundamentals of English composition: grammar, parts of speech, punctuation, mechanics, spelling, and the actual construction of sentences, paragraphs, and compositions. Credit by examination is an option for this course.

EN 102 – English Composition II (3 credits)

Prereq: EN 101. This course is designed to aid the student in developing writing skills. Techniques of effective writing are covered such as introductions; paragraph development, narrative, descriptive, and expository writing.

COURSE DESCRIPTIONS (Continued)

EN 203 – Biographies of Champions (3 credits)

This course is a study of selected biographies of champions. Their lives are analyzed by discovering the Christian principles guiding them.

HISTORY

HI 101 – History of Civilization I (3 credits)

This course traces the origin and development of Western civilization and its institutions, from the Western civilization and its institutions, from the ancient Fertile Crescent to Greece, Rome, the Middle Ages, the Renaissance, and the Reformation. The material includes a study of the influence of modern science.

HI 102 – History of Civilization II (3 credits)

Prereq: HI 101. This course traces the chronology of Western civilization and its institutions from the period of the Reformation, Enlightenment, French Revolution, the Romantic and Nationalistic Movements, through World Wars I and II.

MATHEMATICS

MA 201 – College Mathematics (3 credits)

This course provides an introduction to various mathematical concepts: linear and non-linear functions including algebraic, graphic, and numeric properties.

MODERN LANGUAGES

ML 101 – Spanish I (5 credits)

Using the Rosetta Stone® international language program, the student will enroll in Level One Spanish (Latin America). Students in this introductory course will begin by mastering conversational skills.

ML 102 – Spanish II (5 credits)

Prereq: ML 101- Using the Rosetta Stone® international language program, the student will enroll in Level Two Spanish (Latin America). Learners build upon the fundamental conversational skills of Level One, develop conversational vocabulary for community interactions, and master the use of various verb tenses.

COURSE DESCRIPTIONS (Continued)

ML 121 – French I (5 credits)

Using the Rosetta Stone® international language program, the student will enroll in Level One French. Students in this introductory course will begin by mastering conversational skills.

ML 122 – French II (5 credits)

Prereq: ML 121- Using the Rosetta Stone® international language program, the student will enroll in Level Two French. Learners build upon the fundamental conversational skills of Level One, develop conversational vocabulary for community interactions, and master the use of various verb tenses.

PRACTICUM

PR 102 – Cross-Cultural Ministry II: Short-Term Mission (2 credits)

This intensive course is a two-week mentorship on site outside of the United States. Training includes skills to assist churches to set up Learning Centers for their children as well as using music, drama, and speech to minister to children and teens.

SCIENCE

SC 211 – Introduction to Physical Science (3 credits)

Physical Science is the science of matter and energy. Concepts in physics, chemistry, and the solar system are investigated. Emphasis is placed on basic principles with applications to modern society and everyday experiences. Some problems requiring simple math are discussed and solved. Part of this course is also committed to reviewing historical developments of scientific thought, examining the perceived conflict between science and Christianity, and analyzing evidence for a Creator from scientific discoveries.

SPEECH

SP 101 – Fundamentals of Speech (3 credits)

This course gives students an understanding of the basic principles of communication to help equip them in sharing their faith with others. Students will learn the fundamentals of effective speech delivery, will be able to identify and correct hindrances to good communication, and will have opportunity to increase their confidence and improve their speaking skills through projects involving oral interpretation of Scripture, prose, and poetry. (Instruction is a blended learning approach, consisting of online modules combined with live classes.)

GRADING AND ACADEMIC STANDARDS

Grading points are assigned for each completed course according to the following schedule.

Final Grade	Level of Work	Grade Points
A (95–100)	Excellent	4
B (88–94)	Good	3
C (80–87)	Average	2
D (74–79)	Below Average	1
F (73 or Below)	Failure	0
I	Incomplete	0
WP	Withdraw Pass	0
WF	Withdraw Fail	0

Students in Accelerated College of the Bible International are required to maintain a 2.0 grade point average. Any student failing to maintain this standard will be placed on academic probation.

If the student has not completed the assigned course work once the original 12-month enrollment period has passed, a one-time \$75 extension fee will be applied, allowing a 3-month extension to complete and turn in the material. If a student has not turned in the material by the end of this extension, the student's status will be changed to **inactive** and **withdrawn**. Course work must be completed before registering for the next semester.

ADMINISTRATION OF COLLEGE COURSES

College courses are administered according to the standard procedures outlined in the *A.C.E. Procedures Manual* with the following exceptions:

1. Full- and part-time students must follow the course sequence unless approved by the Academic Dean.
2. College PACEs may be completed in the student's home.
3. PACE Tests will be sent to a proctor chosen by the student and authorized by ACBI. The student will take each Test in the presence of this proctor.
4. PACE Tests must be sent to Accelerated College of the Bible International by the proctor for official validating and recording.

Write the date the test is taken on the front of each PACE Test.

Mail or email Tests to Accelerated College of the Bible International each Friday (or immediately after completion). Tests are not to be accumulated before mailing.

Tests will be officially validated and recorded by ACBI, with results emailed to the student.

Tests will not be validated by ACBI until all loaned books have been returned to ACBI and all financial obligations have been met.

Note: Postage for returning loaned books is at the student's expense.

5. Onsite Attendance Policy
Attendance is required for all on-site courses.

ACADEMIC CODE OF CONDUCT POLICY

ACADEMIC INTEGRITY

At Accelerated College of the Bible International, academic integrity is a fundamental value of our community. Academic integrity is essential in a community of scholars searching and learning to search for truth. Anything less than total commitment to integrity undermines the efforts of the entire academic community. Both students and faculty are responsible for ensuring the academic integrity of the college.

As a Christ-centered institution of higher education, Accelerated College of the Bible International expects its faculty and students to conduct themselves with honor and integrity in academic pursuits befitting a Christian learning community and in keeping with the Scriptural call for honesty, not only in the sight of the Lord but also in the sight of men (II Corinthians 8:21).

ACBI students will demonstrate academic integrity in all courses. Students will complete coursework and participate in courses with honesty. Academic integrity ensures that all students have a fair and equal opportunity to succeed. Any behavior that provides an unfair advantage to one student is unacceptable and will not be tolerated. Each piece of work completed by a student must be solely a reflection of that student's own work or his or her contribution to a collaborative effort. Students can violate the academic code of conduct without intending to do so; it is therefore important that they familiarize themselves with both institutional definitions and expectations.

All students, by their enrollment at Accelerated College of the Bible International, commit to the Honor Pledge:

“The Accelerated College of the Bible International community emphasizes high ethical standards. Accordingly, I promise to refrain from acts of academic dishonesty and to uphold the Academic Code of Conduct in all endeavors at ACBI.”

PURPOSE

The purpose of this policy is to define and advise students of the academic code of conduct and to identify violations and their consequences. It also provides an appeal process for students who believe they have been incorrectly accused of violating the standards of academic integrity.

ACADEMIC CODE OF CONDUCT POLICY (Continued)

VIOLATIONS

To protect intellectual and scholarly integrity, the College considers any violation of this Academic Code of Conduct to be a serious breach of trust that threatens the academic environment of the entire community. Violations of the Academic Code of Conduct include, but are not limited to the following:

Plagiarism

Plagiarism is defined as the use, deliberate or not, of any outside source without proper acknowledgment. While the work of others often constitutes a necessary resource for academic research, such work must be properly used and credited to the original author.

All work that students submit or present as part of course assignments or requirements must be their own original work. When students use the specific thoughts, ideas, writings, or expressions of others, they must accompany each instance of use with some form of attribution to the source. Direct quotes from any source (including the Internet) must be placed in quotation marks (or otherwise marked appropriately) and accompanied by proper citation, following the preferred bibliographic conventions of ACBI. Ignorance on the student's part of bibliographic convention and citation procedures is not a valid excuse for having committed plagiarism.

Students may not present work written by others as their own work. This includes writing or research obtained from a term-paper service or purchased from any person, as well as writings or research obtained from any other student previously or currently enrolled in ACBI. Students may not submit or present work prepared in whole or in part to fulfill course requirements for more than one course.

Cheating

Cheating is intentionally using or attempting to use unauthorized materials, information, or study aids in any academic exercise. Students may not submit coursework prepared by, copied from, or dictated by others. If the student is employing the services of a tutor, the tutor may not prepare the student's work for class. Students may not receive unauthorized help in taking quizzes or Tests. Such restrictions are illustrated by but not limited to the following:

ACADEMIC CODE OF CONDUCT POLICY (Continued)

- Using unauthorized material in a Test.
- Using crib notes in any form, regardless of who prepared them.
- Using calculators unless authorized by the instructor or proctor.
- Using any other electronic devices during any exam.
- Stealing, using, or transmitting in writing, electronically, or verbally, actual Tests, or portions thereof prior to, during, or following an exam.

Fabrication

Fabrication is the intentional and unauthorized invention or falsification of any information or citation in an academic exercise or altering official college records or documents. Students may not invent bibliographical entries for research papers and they may not falsify information about the date of submission for any coursework.

Helping or Hindering Others

Students may not tamper with, damage, or otherwise hinder the work of others to complete their own assignments. They may not facilitate another student's academic misconduct, and/or submit course work or take an exam for another student.

Forgery

Students are not to submit credentials that are false or altered in any way.

Violation of Copyright Law

In the preparation of course or degree work, students are expected to comply with the copyright law of the United States (Title XVII, U.S. Code). Violations of copyright law and of regulations regarding the use of copyrighted material for educational purposes are violations of this policy. Students may not copy print or nonprint media or download copyrighted files (including music) from the Internet beyond accepted norms.

ACADEMIC CODE OF CONDUCT POLICY (Continued)

Academic dishonesty will result in disciplinary action and possible sanctions from the College.

POSSIBLE SANCTIONS INCLUDE:

1. Lower or failing grade for an assignment
2. Lower or failing grade for the course
3. Rescinding credits
4. Rescinding certificates or degrees
5. Recording academic sanctions on the transcript
6. Suspension from the College
7. Dismissal from the College

The College reserves the right to review all credits, degrees, and certificates. If any academic misconduct is revealed, those credits, degrees, and certificates also may be rescinded. Records of all Academic Code of Conduct violations will be maintained in the student's file.

In extreme or emergency circumstances, the Academic Dean may immediately suspend a student from access to College premises and activities pending disciplinary action. Such action will be reported to the College Director.

A student who earns a grade of "D" or "F" as a result of a violation of the Academic Integrity Policy may repeat the course. However, a "D" or "F" resulting from a violation of Academic Integrity is not eligible for grade forgiveness. All course grades would count in computing the cumulative GPA.

A student who is found to have violated the Academic Code of Conduct is permanently ineligible to receive any academic award or honor.

DISCIPLINARY PROCESS

Specific allegations of a violation of the Academic Code of Conduct must be submitted in writing to the Academic Dean's office.

1. The faculty member making the complaint will provide to the Academic Dean a signed statement fully describing the act of dishonesty, naming persons involved and witnesses, and listing all physical evidence. All physical evidence is to be secured, if possible, by the Academic Dean.

ACADEMIC CODE OF CONDUCT POLICY (Continued)

2. The Academic Dean will provide the student involved with written notification of the accusation of academic dishonesty, the identity of the faculty member making the complaint, and the procedures for resolving the case.
3. The Academic Dean will review the case based on the evidence presented, taking into consideration any recommendations of the instructor responsible for the academic exercise in which the act of academic dishonesty is alleged to have occurred. The Dean will make the final judgment and will provide the student written notification of the disposition.
4. A student may ask for a reconsideration by the Academic Dean if there are new facts or extenuating circumstances that were not brought to light in the initial review.
5. A student may appeal the decision of the Academic Dean to the Academic Integrity Committee consisting of the College Director, the Academic Dean, the Dean of Education, the Director of Admissions, and a faculty member. Such an appeal would focus only on procedural due process issues.

APPEAL PROCESS

The student shall have the opportunity to appeal any decision involving disciplinary action. An appeal must be submitted in writing to the College Director within 10 business days after receipt of the decision of the Academic Dean. The appeal must specify the grounds on which it is made. Allowable grounds for appeals are limited to the following:

1. Evidence of procedural irregularity
2. Evidence of mitigating circumstances or facts that were not originally presented
3. Evidence of undue severity of sanction
4. Evidence of bias
5. Evidence that the decision of the Academic Dean is arbitrary, capricious, or unreasonable and that the evidence does not support the charges
6. The Academic Integrity Committee will issue a decision within 10 business days and may require that the previously imposed sanction be:
 - a. Affirmed and executed
 - b. Suspended, set aside, or rejected
 - c. Modified or adjusted as warranted by circumstance
7. The decision of the Academic Integrity Committee is final

DESCRIPTION OF FACILITIES AND EQUIPMENT

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1. The facility and equipment of Accelerated Christian Education's International Corporate Offices in Hendersonville, Tennessee, with its spacious Learning Center and conference room, is available for on-site courses, Learning Center Management III, Educational Assistant, and the ACBI work-study program.
2. The facility and equipment for the other on-site courses will differ according to the ACBI-approved sites for the Learning Center Management I and II, Cross-Cultural Ministry II, and Educational Assistant courses.

ACADEMIC CALENDAR

2020–2021

Spring Term 2020

May 22 All Spring Term Coursework Due

Summer Term 2020

May 1 Registration Open

May 1 Short-Term Mission Registration Due

May 30 Registration Closed

Dates Vary Supervisors' Training (available in over 20 locations)

TBD Short-Term Mission Travel Itineraries Due

TBD Short-Term Mission Trip

TBD Summer Term Coursework/Short-Term
Mission Project Due

Fall Term 2020

August 3 Registration Open

August 31 Registration Closed

December 18 All Fall Term Coursework Due

Spring Term 2021

January 4 Registration Open

January 29 Registration Closed

May 21 All Spring Term Coursework Due

4 Steps to apply to



1. Download and review 3 forms at acem.org.
2. Submit the completed Enrollment Agreement, Preenrollment Checklist, and Transfer of Credit Disclosure Statement to ACBI with a **\$100 nonrefundable** Enrollment Processing Fee.
3. Request **4 character references** to be filled out and mailed to ACBI.
4. Submit these items:
 - Official high school transcript
 - ACT/SAT scores

Become part of ACBI



Contact

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