



# Hartland Bible Institute

## Rules and Regulations

### Opening Statement:

*To enroll in Hartland Bible Institute is an answer to a desire to do more for God. God has always called his servants to a higher standard throughout history, like the Levitical Priesthood. Considering God's higher calling in our lives, and with the common standards of any bible believing institute, here are some few basic requirements.*

### Dress Code:

Men:

- Shirts with collar are required. No T-shirts or blue jeans.
- Hair should be neatly trimmed off the ears and collar

Ladies:

- Modest clothing, with skirts and dresses below the knee. No slits above the knee
- Nothing tight fitting
- Pants are not to be worn

### Attendance:

- Students are expected to attend all scheduled classes and to be on time. The total number of absences allowed per semester is two. Each absence without permission beyond the allotted number will result in the lowering of the student's final grade by one full letter. Extra Credit will be given by attending (on time) all evening services of a special meeting at their local church.
- Students are expected to be faithful to their local church. The benefit of an Institute becomes obsolete if one is not faithful to their local church. A student must have at least 90% attendance to their local church. Calculated from the basic services of Sunday School, Sunday Morning, Sunday Night and Wednesday Night.

- Students are expected to be involved in the soulwinning/visitation program at their home church. Understanding today's busy world, it is required that a student attends a soulwinning/visitation program in their local church at least once a month.
- Students are required to attend the chapel services regardless of the amount of classes

**Financial Information:**

- Students are expected to exemplify good Christian character with their tuition. Final exams will not be issued to any student whose account is not current.
- Non-refundable Application fee is: \$25.
- Class fee: \$30. per course (that averages out to \$2. Per class)
- Payment plans can be arranged to accommodate everyone
- All checks are to be made out to: Victory Baptist Church
- The Spouse of an active student may come free of charge

**Outside Membership:**

- Beginning 2015, students from another "like-minded" church outside of Victory Baptist, or approved by Pastor Guenther may be admitted to the institute

***Failure to comply with any of the requirements listed above may result in expulsion from classes, loss of monies paid and receiving a failing grade for the semester. A signed application for each student agreeing to these requirements will be kept on file in the Institute's office.***