



# American Association of Christian Colleges & Seminaries, Inc.

September 10, 2008

**President**

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Dear Colleague,

It is time to renew your institutional membership in the American Association of Christian Colleges and Seminaries for the 2008-2009 academic year. This **AACCS annual membership renewal** notice is being sent to you as the CEO for your organization, or as the one designated in advance by the CEO as his substitute.

Please print the attached **Annual Membership Renewal form**. If you have difficulty with the attachment, you can download it directly from the AACCS website, [www.aaccs.info](http://www.aaccs.info). Then follow these steps: (1) provide the needed contact information, (2) obtain the requested statistical information from your staff, (3) sign the doctrinal statement affirmation, (4) enclose the membership fee, and (5) return at your earliest convenient opportunity. This information will be maintained with strict confidentiality.

Link for Annual Membership Renewal form: [http://aaccs.info/AACCS\\_Application.pdf](http://aaccs.info/AACCS_Application.pdf)

Link for Membership Renewal Schedule: <http://aaccs.info/app-sched.asp>

Link for AACCS Doctrinal Statement: <http://aaccs.info/statement.asp>

Completed forms should be sent to the **AACCS Administrative Office** (see below) by standard mail or by email. If sending your renewal by fax, please have someone call first to ensure the confidential receipt of your information. Don't hesitate to call or write if you have any questions.

As a reminder, the **2009 AACCS Annual Meeting** will be held on **February 3-4** at Detroit Baptist Theological Seminary in Allen Park, MI. The meeting will begin on Tuesday at 8:00 a.m. and will end on Wednesday at approximately 12:00 p.m. Additional information on themes, speakers, lodging, transportation support, and the registration process will be circulated in October.

Sincerely yours,

Claude Wiggins  
Secretary-Treasurer

**Vice-President**

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# AMERICAN ASSOCIATION OF CHRISTIAN COLLEGES & SEMINARIES, INC.

## Annual Membership & Survey Form (2008-2009)

\*This form is being submitted for: \_\_\_\_\_ Initial Application <sup>1</sup> \_\_\_\_\_ Annual Renewal <sup>2</sup>

### General Information

Name of Institution \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ FAX \_\_\_\_\_ E-mail \_\_\_\_\_

### Officers

Note: The following officers will be listed on the AACCS, Inc. Contact List which is circulated to all member schools.

President/CEO: Name \_\_\_\_\_ Title \_\_\_\_\_

E-mail \_\_\_\_\_ Phone #/ext. \_\_\_\_\_

Chief Academic Officer: Name \_\_\_\_\_ Title \_\_\_\_\_

E-mail \_\_\_\_\_ Phone #/ext. \_\_\_\_\_

Chief Administrative Officer: Name \_\_\_\_\_ Title \_\_\_\_\_

E-mail \_\_\_\_\_ Phone #/ext. \_\_\_\_\_

Other (Chancellor, etc): Name \_\_\_\_\_ Title \_\_\_\_\_

E-mail \_\_\_\_\_ Phone #/ext. \_\_\_\_\_

### Membership Criteria

To qualify for membership in the AACCS, Inc. an institution must:

- A. Be in full agreement with the Statement of Faith.
- B. Be committed to a Biblical, separatist position.
- C. Be nominated by the Officers, who shall consider such factors as:
  1. Full-time equivalent enrollment in relationship to the institutions' purpose.
  2. The proportion of faculty who are full-time instructors.
  3. The credibility of an institution's educational program.
  4. The fit of the institution with the goals and purposes of AACCS, Inc.

### Type of Institution (Check those boxes which describe your institution.)

\_\_\_\_\_ Two-year Junior College      \_\_\_\_\_ Three-year Bible Institute      \_\_\_\_\_ Four-year Bible College  
\_\_\_\_\_ Four-year Liberal Arts College      \_\_\_\_\_ Graduate School      \_\_\_\_\_ Seminary

\*\*\*Continued on reverse side\*\*\*

## Statistics

\_\_\_\_\_ List the full-time equivalent (FTE)<sup>3</sup> for number of students enrolled as of October 1, 2008 (see definition below)  
\_\_\_\_\_ Number of individual students matriculated this school year (Fall 2008) – total all full-time/part-time, new/returning  
\_\_\_\_\_ Total number of students matriculated last school year (2007-2008) – count each student only once for the year.  
\_\_\_\_\_ Fall enrollment last year (2007) – total number of individual students matriculated  
\_\_\_\_\_ Fall enrollment year before last (2006) – total number of individual students matriculated  
\_\_\_\_\_ Current number of faculty (FTE)  
\_\_\_\_\_ Current number of staff personnel (FTE), not counting faculty  
\_\_\_\_\_ Total number of graduates last school year (2007-2008) – Please provide breakdown of graduates below.  
\_\_\_\_\_ Certificate      \_\_\_\_\_ 2 year Assoc.      \_\_\_\_\_ 3 year Diploma      \_\_\_\_\_ Bachelors  
\_\_\_\_\_ Masters      \_\_\_\_\_ M.Div.      \_\_\_\_\_ Other (\_\_\_\_\_)

**News Items for Publication** (please list here or attach separate sheet)

**Information Needed on AACCS, Inc. Programs** (How can AACCS, Inc. better serve your school?)

## Statement of Faith

We believe that the Bible, both the Old and New Testaments, was verbally inspired of God, and is inerrant and is our only rule in matters of faith and practice. We believe in creation, not evolution; that man was created by the direct act of God and in the image of God. We believe that Adam and Eve, in yielding to the temptation of Satan, became fallen creatures. We believe that all men are born in sin. We believe in the Incarnation, the Virgin Birth, and the Deity of our Lord and Savior, Jesus Christ. We believe in the vicarious and substitutionary Atonement for the sins of mankind by the shedding of His blood on the cross. We believe in the resurrection of His body from the tomb, His ascension to Heaven, and that He is now our Advocate. We believe in the personal and imminent return of Jesus Christ. We believe in His power to save men from sin. We believe in the necessity of the New Birth, and that this New Birth is through the regeneration of the Holy Spirit. We believe that salvation is by grace through faith, plus nothing minus nothing, in the atoning blood of our Lord and Savior, Jesus Christ.

We believe that this statement of faith is basic for Christian fellowship and that all born-again men and women who sincerely accept it and are separated from the world of apostasy and sin can, and should, live together in peace, and that it is their Christian duty to promote harmony among the Believers.

We believe that association with or involvement in the following movements or organizations is contradictory to the mandates of Scripture and inconsistent with the purposes of this Association: the World Council of Churches, the National Council of Churches, the modern charismatic movement, the ecumenical movement, or new evangelicalism.

## Doctrinal Affirmation

Do you wholeheartedly subscribe to the AACCS, Inc. Statement of Faith?      \_\_\_\_\_ YES      \_\_\_\_\_ NO

\_\_\_\_\_ Date

\_\_\_\_\_ Signature of President

**Annual Membership Dues:**      \$300.00 per Institution      Amount Enclosed: \$ \_\_\_\_\_

## Notes

<sup>1</sup> Initial applicants must be approved by the AACCS, Inc. Membership Committee. New applicants must enclose three copies of each for the following current documents: academic catalog and student handbook. They must also affirm wholehearted agreement to the AACCS, Inc. Statement of Faith. Other membership criteria will also be considered.

<sup>2</sup> Schools which have published a new catalog since the last report should send a copy along with this membership survey form.

<sup>3</sup> For Student FTE (full-time equivalent) take the number of students taking twelve or more hours, and then add the total hours taken by all part-time students divided by twelve.

**FOR OFFICE USE ONLY:**    \_\_\_ Contact List    \_\_\_ Membership Records    \_\_\_ Deposit Record    \_\_\_ Catalog/Handbook

# AACC&S Membership Renewal Schedule

## **October 15\***

- Annual membership renewal packets distributed to member institutions
- Annual Meeting registration packets distributed to member institutions

## **December 1**

- Deadline for submission of new applications for membership

## **December 10\***

- Reminder sent to all institutions regarding January 10 on-time deadline for submission of annual membership renewal form
- Reminder sent to all institutions regarding registration for upcoming annual meeting

## **January 1**

- Deadline for notification of recommendation/rejection to applicants for membership

## **January 10\***

- Deadline for on-time submission of annual membership renewal form
- Deadline for on-time registration for annual meeting
- Reminder sent out to institutions (president) that have not yet submitted annual membership renewal form, including information about delinquent fee after grace period

## **February (annual meeting)\***

- Grace period ends for submission of annual membership renewal form; delinquent fee of \$50 added
- Vote at business meeting on acceptance of proposed new member institutions

## **March 1**

- Reminder distributed to all institutions (president) which have not yet submitted an annual membership renewal form

## **April 1**

- Notification of impending removal from membership status (sent to president), if annual membership renewal not submitted prior to May 1; Inform them that if they let membership lapse they can always reapply, but would have to go through formal application process

## **May 1**

- Inform institution that they have been removed from membership; Remind them that they are always welcome to reapply, but will have to go through formal application process

\* Denotes a flexible date which may vary with the calendar or as other circumstances warrant.

# Definitions for Statistical Records

## AACCS, Inc.

### **Student FTE**

"For Student FTE (full-time equivalent), take the number of students taking twelve or more hours, and then add the total hours taken by all part-time students divided by twelve."

### **Faculty FTE**

"For Faculty FTE (full-time equivalent), take the number of full-time faculty, and then add to that the fractional total of all part-time, on site faculty members. Each institution should use consistently their own standard for determining what is full-time status (e.g. number of hours teaching load). Adjunct faculty who only teach a periodic modular course should not be counted in the FTE."

### **Staff FTE**

"For Staff FTE (full-time equivalent), take the number of full-time staff, and then add to that the fractional total of all part-time, on site staff members. Each institution should use consistently their own standard for determining what is full-time status (e.g. a 40 hour work week)."