

# **International Education Act**

## **Summary Information for International Students**

Canadian Baptist Bible College, with its beautiful and well-maintained facilities, has much to offer its students. A library with over 11,000 books is available to the students, providing not only many valuable resources, but also a quiet place to study and work. Computer access is also available, which is an asset to students as they work on their class assignments and projects. There is a fitness room available for student use, which provides equipment for students to use as they seek to be fit and healthy.

The faculty of Canadian Baptist Bible College has a real heart to see the students thrive and succeed in their schoolwork. They are willing to help students who may be struggling or who need extra help understanding an assignment or project.

At the beginning of each semester, a student orientation is held. This is a time when the student handbook, which outlines the guidelines and expectations for the students, is explained and various areas are covered in detail. This helps the students know what is expected of them, as well as how to proceed in various situations.

### **Degree and Diploma Programs**

Canadian Baptist Bible College offers a Bachelor of Theology Degree, Bachelor of Biblical Studies Degree, Bachelor of Sacred Music Degree, Graduate of Theology Diploma and a Graduate of Biblical Studies Diploma.

The Theology Degree and Diploma have minors in Pastoral, Missions, Second Man, Elementary Education, Secondary Education and Sacred Music, and are offered to men.

The Biblical Studies Degree and Diploma have minors in Missions, Sacred Music, Elementary Education, Secondary Education and Church Ministries and are offered to women.

The Sacred Music Degree is presently offered with a major in piano, and other minors that may require additional hours.

Each degree or diploma requires the completion of 128 credits with a grade of C or better for all core curriculum classes. A student must have a 2.0 GPA or better to graduate.

A student who successfully completes 16 credit hours per semester will need four years to complete a degree program.

## **Admissions Policy**

All candidates for admission must give satisfactory evidence of knowing Jesus Christ as Lord and Saviour. They should have a genuine desire to be obedient to the will of God. Candidates must demonstrate good character, personal integrity and academic ability. Canadian Baptist Bible College accepts students of any race or ethnic background. We are Baptists by conviction.

Applications and other pertinent forms may be downloaded from this website. Go to Home, then Prospective Student, then Application Form and click the Application forms.pdf. Each of these forms should be completed prior to enrollment. The application fee is \$50 CAD.

Students who have not attended schools at the secondary level or higher for at least three years in Canada, where English is the primary language of instruction, must present a score of 80 or higher on the Test of English as a Foreign Language (TOEFLib) or a score of 7 or higher on the International English Language Testing System (IELTS).

## **Accommodations**

Canadian Baptist Bible College provides dormitory residence for single students. The cost of room and board for one semester is \$1,850.00 CAD. All single students 24 years of age and younger, except those living with parents, are required to live in the college dormitories. Single students 25 and older not living with his/her local family, wishing to live off-campus, must secure advance administrative approval. We do not provide dormitory residence for those who are married.

## **Adjusting to Studying in Manitoba**

Orientation at the beginning of each semester helps the students to understand the expectations and guidelines given them. Each student is given a student handbook that is an easy reference for them. However, questions may arise outside of what is covered in orientation. We at Canadian Baptist Bible College, strive to help in whatever way we can and will seek to assist especially international students as they adjust to a

new place, culture, climate and schedule. Many resources are also available giving information about the city of Winkler, adjusting to life in Canada, and other means of support. Should emergencies or other situations arise, the staff at Canadian Baptist Bible College will assist as best they can to support the student in that time.

## Financial Information

### Standard Fees per Semester

Registration Fee		\$50.00
Tuition per Credit Hour		\$125.00
Room and Board		\$1,750.00
Student Activity Fee		\$95.00
Library Fee	Part-time	\$35.00
	Full-time	\$70.00
Student Insurance per Semester		\$5.00
Diagnostic or Challenge Testing Fees (per test)		\$60.00

### Additional Fees

Late Registration Fee		\$30.00
Course Audit Fee (non-credit, per hour)		\$60.00
Vehicle Parking With Outlets		\$75.00
Dorm Key Fee (refundable)		\$15.00
Private Voice or Piano Lessons (per semester)		
	30 minute lesson	\$195.00
	45 minute lesson	\$245.00
	60 minute lesson	\$330.00
Practice Room Rental (per semester)		\$50.00
Internet Access Fee (per semester)		\$75.00
Graduation Fee (includes diploma, cap & gown)		\$400.00
Late Payment Fee		\$25.00

- *Unexcused absence from orientation will result in 45 demerits and \$75.00 added to the school bill.*
- *The student is responsible for all texts and additional materials as required for each course taken. The estimated cost of textbooks for one semester is \$200.00 CAD.*
- *12 or more hours constitute full-time; 11 hours or less constitute part-time. Full-time students pay for 13 hours and receive up to 3 credit hours free.*

## Sample Overview of One Semester

### Full-time Dorm Student

Tuition (16 hours)	\$1,625.00
Room & Board	\$1,850.00
Registration Fee	\$50.00
Student Activity Fee	\$95.00
Library Fee	\$70.00
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	\$3,690.00

### Full-time Non-dorm Student

Tuition (16 hours)	\$1,625.00
Registration Fee	\$50.00
Student Activity Fee	\$95.00
Library Fee	\$70.00
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	\$1,840.00

It is best to pay your financial obligation in-full at the beginning of each semester. If this is not possible, the semester will be divided into a quarterly payment plan based on your bill. Cash or cheque are the available forms of payment.

A late fee of \$25.00 will be charged if payment is not made on or before the due date. The late fee will apply even if arrangements are made with the office. Arrangements with the college office are to avoid financial withdrawal.

A student will be financially withdrawn from college when his payments become two weeks late. The student may not return to class until all late payments, late fees and, if applicable, any new charges incurred are paid in full. Absence due to financial withdrawal is counted as unexcused. Extenuating circumstances may be considered by the Administration.

### Work Scholarship

A limited number of work scholarships are available to students who wish to work on campus. Students must apply at the college office. Students who are accepted for work scholarship will begin work the Sunday prior to registration. Work scholarship only provides for a portion of a student's college expenses.

## **Refundable Fees**

A student who withdraws from class or the school, through proper channels, may request a refund according to the following scale:

During Registration Week	85%
Second Week	75%
Third Week	65%
Fourth Week	50%
Fifth Week	35%
Sixth Week & Thereafter	None

Once an applicant has completed and submitted all the application forms, (including proof of proficiency in English) and paid the application fee, his application will be reviewed. If the applicant has successfully met the criteria of Canadian Baptist Bible College, and if the admissions office approves his application, he will be sent an acceptance letter.

## **Public Affairs Officer**

It is not necessary for any applicant to Canadian Baptist Bible College to engage the services of a recruiter.

Canadian Baptist Bible College does not contract with recruitment agencies, but maintains a Public Affairs Officer.

There are no fees or commissions charged for services provided by our Public Affairs Officer.

## **Complaints**

A student should inform the Administration (Vice President or Dean of Students) of any complaint or dispute that is in need of resolution. The student may request a meeting with the staff member through the college secretary or submit in writing through campus mail to the staff member, who will set up a meeting time within three days or sooner as determined by the complaint or dispute. The student may go directly to the staff member in person to initiate the resolution process or the student may phone or text the designated staff should it be an emergency.

If the complaint or dispute cannot be resolved during the meeting with the Administration, it will be taken to a meeting of the pastoral staff.