



Application Instructions and Procedure: Read Carefully and execute as instructed.

Admission to the college is based upon a careful evaluation of each individual's application file, including supporting documents. The application and all supporting documents must be received **before** an admission decision can be determined. Registration for classes, dorm room assignment, and arrival on campus is limited to those who have been granted approval for admission, including receipt of down payment.

To ensure confidentiality, all documents contained in the applicant's file are the property of the college and will not be returned or reproduced for the applicant or other interested persons

Upon receipt of the completed application and all supporting documents, the applicant will be notified within four (4) weeks of the enrollment decision of the Admissions Committee. The college reserves the right to require a personal interview before a final decision is reached.

APPLICATION SUBMISSION DEADLINES:

Fall Semester **August 1st** of the same semester year.
Spring Semester **November 30th** of the previous semester year

Enrollment Requirement

Admission to Christian Life College requires successful completion of high school or equivalent. The minimum required GPA is 2.0. A GPA of 1.99 to 1.7 may be admitted on a provisional basis, only. (Academic Probation, restrictions apply)

APPLICATION PROCESS

The completed application must be accompanied by a non-refundable application fee, a 500 word statement of purpose, SAT/ACT official test score, medical form with physician signature, pastoral endorsement, two personal reference letters, official transcript(s), and current professional photo. Photo copies are not acceptable

REVIEW, CHECK WHEN COMPLETE, AND SUBMIT ALL APPLICATION DOCUMENTS. NUMBERS 1-10 ARE REQUIRED DOCUMENTS.

1. **APPLICATION** complete* the attached application for admission. *(including signatures)*
*Please note: Incomplete application documents will not be processed.
2. **APPLICATION FEE** \$30 make payment online at www.clc.edu -
3. **STATEMENT OF PURPOSE**
Submit an essay of minimally 500 words, a statement of the current status of call and commitment to Christian education and ministry. The statement should include: conversion experience, family background, your spiritual development, your call to ministry, including spiritual and educational goals. This essay must be submitted in digitally executed text files. (.doc, .docx, .pages, .pdf, etc.) Handwritten is not acceptable.
- 4-6. **REFERENCE LETTERS** *(send enclosed reference forms and letter request to your pastor and persons of choice.)*
 - ONE (1) Pastoral Endorsement Letter. The letter must be completed by the applicants Senior Pastor. This letter should reference the nature of the applicant's Christian character and commitment to ministry. Endorsement should be executed on church letterhead, attached to the enclosed Pastoral Reference form.
 - TWO (2) General Reference letters. Both letters are required from persons other than relatives who have known the applicant, personally, for at least two years. Reference letter should accompany the enclosed, completed General Reference form.
7. **OFFICIAL TRANSCRIPT(S)** *(request forms enclosed for your convenience)*
Applicants must request an official transcript from his/her high school or college. Official Transcripts are required, must be mailed from the originating Institution, and accompanied by the official Institution seal or an official stamp. Photo copies of the transcripts are not acceptable.

- 8. **SAT OR ACT** A complete application requires that test results are submitted during the application process.

 - 9. **HEALTH, IMMUNIZATION AND INSURANCE FORM** *(form enclosed)*
On-Campus applicants are required to complete the Medical Information document provided in the application package. Medical forms include detailed instructions for completion, including a required signature from applicant's physician.
Disclosing specific medical conditions or disabilities under the "Medical Disclosures" portion of the form is optional and not a requirement of enrollment or housing. Any information disclosed on the form is kept strictly confidential. Please include copies of immunization card or documentation and health insurance card.

 - 10. **PHOTO** Submit a current professional self-portrait. Photo copies are not acceptable.

 - 11. **CONSENT & AUTHORIZATION FORM** – Form included in the application packet. Please return a fully executed, initialed and signed, original document.

 - 12. **VEHICLE REGISTRATION FORM** (optional) Complete and submit vehicle form ONLY if you plan to bring a vehicle on campus.
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Mail all documents to:

Christian Life College
Office of Admissions
9023 West Lane
Stockton, CA 95210