



THE APPLICATION PROCESS - DEGREE STUDENTS

1. Completely fill out the application.

IMPORTANT: Use the *Living Word Ministry University* application if you desire to work toward your college degree. Use the *LWMU Audit Student* application if you are working toward an Audit Student's Certificate of Completion.

Any omissions will cause the application to be returned to you, and your enrollment will be delayed.

2. Send a transcript request form to each college, university or institute of ministry that you have previously attended. Have them send transcripts to your campus. You are responsible for following up with your Campus Director to determine whether all of your transcripts have been received. To avoid a \$50 Reassessment Fee, all transcripts must be received at your campus within 60 days of your enrollment date.
3. If transcripts from an accredited college or university will not be provided, please submit one of the following proofs of high school graduation (not necessary for Audit students).
 - A) Diploma (a photocopy is acceptable)
 - B) G.E.D. (a photocopy is acceptable)
 - C) Or Equivalent (official transcripts are required)
4. Submit completed application form to your Campus Director no later than the first night or day of class. Include a payment of \$35.00, payable to Living Word Ministry University to cover the application and evaluation process. Application can be downloaded from <http://www.livingwordministryuniversity.org>



Application for Admission

Please complete entire application and print clearly.

Application Fee: A non-refundable \$35 application fee must be submitted with your application.

A passport-size photo of yourself must be attached in this space.

Applicant's Checklist:

- Completed entire application form
- Transcript(s) request form(s) completed & mailed
- Letter of Recommendation from Pastor
- \$35 non-refundable application fee
- Copy of High School Diploma or GED if Transcripts from an accredited college or university will not be provided

Personal Information

Full Name _____ Date of Application _____
Last First MI Preferred

Present Address _____ City/State/Zip _____

Daytime Phone _____ Evening Phone _____ Cell Phone _____

Email _____

Name of Contact 1 in Case of Emergency _____

Name of Contact 2 in Case of Emergency _____

Date of Birth _____ Place of Birth _____ Age _____ Sex _____

Occupation _____

The U.S. Department of Education requests the following information on ethnic origin (check one):

- White
- Black/African American
- Hispanic
- Other (Specify): _____

Countries of citizenship _____

If not a citizen of the U.S., on what type of visa are you presently in the U.S. _____?

Denomination or Ecclesiastical Affiliation _____

Present Church Attending _____

Name of Pastor _____ Church Address _____

If accepted to Living Word Ministry University, when do you plan to enroll in classes?

- Fall 20__
- Spring 20__

Course of Study and Career Goals

Bachelor of /in

- Theology
- Christian Counseling
- Pastoral Ministries
- Christian Education
- Audit (Fill out front sheet only)

Master of/in

- Theology
- Pastoral Ministries
- Christian Education

Doctrine of/ in

- Theology
- Pastoral Ministry
- Christian Education

Do you intend to be a:

- full time student
- Part-time student?

Christian Service

How long have you been a Christian? _____

Are you called to Christian service as a life work? Are you:

- Ordained
- Licensed
- Lay Worker

At present, what are your vocational objectives following graduation?

- Campus Ministry
- Evangelism
- Counseling
- Pastoral Ministry
- Teaching
- Children/Youth Ministry
- Other

What type of Christian service have you done? _____

Have you been baptized in Water? _____ Date _____ Where and by whom? _____

Have you received the Baptism of the Holy Spirit? _____ Date _____

Describe the experience in brief: _____

Are you currently serving in your church? _____

Describe below in what position or capacity you serve in, or have served in the past: _____

Academic Preparation

Schools Attended After High School	Date Entered	Date Graduated	Degree/Major

Do you consider your scholastic record an accurate indicator of your academic abilities?

- Yes
 No

If not, please explain: _____

Are you still enrolled in an undergraduate program of study?

- Yes
 No

If yes, please attach a list of courses which you intend to complete before coming to Living Word Ministry University, but do not appear on your transcripts.

Have you ever been refused admission to, suspended by or dismissed from a school or seminary?

- Yes
 No

If yes, please explain: _____

Marital Information

- Married
 Single
 Widowed
 Separated/divorced

If married, please attach a letter from your spouse that states how he/she feels about you training for Christian service and telling of his/her conversion.

Personal Statements

Please type or print all responses in single spacing. Use additional paper as needed.

1. Christian Experience

Describe your conversion to Christ and the significant factors which have aided your Christian growth. Note how long you have been a Christian.

2. Calling to Ministry

How has God been working in your life to lead you toward full-time vocational ministry?

3. Career Goal

How do you see Living Word Ministry University preparing you for this vocation?

4. Church Involvement

Comment on your view of the importance and responsibility of the local church. List the activities you have been involved in with your church.

5. Encouragement of Others

Comment on the encouragement you experience from family members and significant friends for you coming to Living Word Ministry University and whether you perceive others as seeing you having leadership qualities for Christian ministry.

6. Interest in Living Word Ministry University

State the people or factors which have led to your applying to Living Word Ministry University and describe your expectations in undertaking ministry education.

7. Proceedings with Legal or Civil Authorities

Describe any actions taken or anticipated, by legal authorities or in civil proceedings that could reflect adversely on Living Word Ministry University or impair your effectiveness in your career ministry.

Health History

To the Applicant: The health history must be filled out completely. Your application is not complete until this section has been completed. Use additional sheets of paper if necessary.

General Health

Please indicate your overall health.

- Excellent
- Good
- Fair

Do you have any general health concerns? If so, please explain: _____

Health History continued

Physical Limitations/Disabilities

Do you have any physical limitations/disabilities requiring assistance?

- Hearing
- Vision
- Wheelchair
- Other _____

Explanation: _____

Physical Well-being

Have you ever been treated for any type of nervous disorder?

- Yes
- No

Do you have any physical or mental condition requiring therapy or treatment?

- Yes
- No

If yes to either of these questions, please explain and include details on a separate sheet of paper.

Please list any condition(s) for which you are on regular treatment (*please explain in detail on separate sheet of paper and attach*)

Diseases or Conditions (Acute or Chronic)

Are you receiving treatment or taking medication for any diseases or conditions?

- Yes
- No

Explanation: _____

Do you have any health concerns that could interfere with completing your degree?

- Yes
- No

Explanation: _____

Applicant Agreement

I have read, understand, and will respect the Vision Statement, the Mission Statement, the Purpose Statement, and the Statement of Nondiscrimination as set forth in the current brochure. If admitted, I agree to seek earnestly the will of God for my life, to conform sincerely to these standards of Living Word Ministry University, and to assist in maintaining the spirit and letter of institutional regulations.

I hereby certify that I have not knowingly withheld any information that might adversely affect my chances for admission and that the answers given by me are true and correct to the best of my knowledge. I further certify that I have personally completed this application. I understand that omission or misstatement of material fact(s) on this application or on any attached documentation shall be grounds for rejection of this application or for immediate expulsion if I am admitted, regardless of the time elapsed before discovery.

Signature of Applicant _____

Date _____

Living Word Ministry University
Applicant References

The Pastoral reference should be from the Pastor or department leader that you work most closely with and is able to comment effectively on your church involvement and spiritual life. Your personal references should include one person who is in a mentoring or authority position in your life (i.e. a teacher, employer, senior family member, etc....). The final reference can be from a friend or peer. Include each person's name and contact information below and have them write a one page reference letter. Deliver the reference letters to the university director in a sealed envelope signed and dated by the person giving the reference. Please send letters in with the completed application.

Pastoral Reference

Pastor's Name _____
Church _____
Address _____
Phone _____
Office _____
Cell _____

Personal Reference

Name _____
Relationship to student _____
Phone _____
Work _____
Home _____

Personal Reference

Name _____
Relationship to student _____
Phone _____
Work _____
Home _____

Living Word Ministry University: Tuition and Fees

All LWMU full time day school students will pay the same amount, using one of the following methods of payment:

Total cost for One School Year *if paid at time of registration* – Fall and Spring Semesters **\$2,600.00**

Total cost for One School Year *if on payment plan* – Fall and Spring Semesters **\$2,800.00**

Student Registration	\$100
Graduation Fee	\$50
Facilities Fee	\$100
Payment Plan Fee	\$200
Tuition	\$2,350

Payment Plan - Day School:

First installment - **\$700.00** Due at time of registration
Second installment - **\$700.00** Due September 20, 2012
Third installment - **\$700.00** Due November 8, 2012
Fourth installment - **\$700.00** Due February 7, 2013

The Night School Program cost is **\$2,200.00** per year and may be paid yearly, by quarterly or by course. Payments and policies will be the same as those outlined for the LWMU Academic Program as follows:

Student Registration	\$50
Graduation Fee	\$50
Facilities Fee	\$100
Tuition	\$2,000 (\$200.00/undergraduate) \$2,500 (\$250.00 graduate/course) \$2,700 (\$270.00 post-graduate/course)

**All fees except tuition are paid upfront by the first class.

Payment Plan - Night School:

First installment - **\$550.00** Due at time of registration
Second installment - **\$550.00** Due September 20, 2012
Third installment - **\$550.00** Due November 8, 2012
Fourth installment **\$550.00** Due February 7, 2013

In addition to the University fees & Tuition students will be required to purchase their own supplies. Courses will require reading texts. Students will be responsible to purchase required books. Students should anticipate up to \$350/year for books.

I understand the information contained in this financial section and the financial requirements of attending Living Word Ministry University, and if accepted will pay as required according to the agreed upon plan from the choices above.

Signature _____ **Date** _____

Request For College Transcript

To the Applicant: Please photocopy this form and complete it (including signature) and send it to each college, university, seminary or learning institution you have attended since high school.

TO:

Registrar

Name of Institution _____

Address of Institution _____

I hereby authorize the release of the required academic information to Living Word Ministry University. Please forward a copy of my official transcripts to Dr. Alan E. Young, C/O Living Word Ministry University. The University asks you, the Registrar, to please sign across the sealed envelope flap.

Applicant's Signature _____

Applicant's Name (*printed*) _____

Years of Attendance _____

Degree(s) earned _____



LIVING WORD
MINISTRY
UNIVERSITY

PO Box 61129

Raleigh, NC 27661

Phone: 919-570-2007 x208 **Fax:** 919-570-2011

E-mail: livingword@lwfc.org

Frequently Asked Questions about Living Word Ministry University

QUESTION 1: When does the enrollment start for Living Word Ministry University (LWMU)?

ANSWER: Enrollment can be done anytime between January 1st and July 31st of any year. The enrollment process is very simple and requires only an application to be turned in to start the process.

QUESTION 2: What is the cost associated with enrollment?

ANSWER: The upfront cost for enrollment is a non-refundable application fee of \$35.

QUESTION 3: Can my previous college experience count towards a degree at LWMU?

ANSWER: College classes are evaluated to determine how much credit can transfer.

QUESTION 4: How often do the classes meet and for how long?

ANSWER: Each class for the full-time day school is four hours long with two breaks during the day. Classes meet at Living Word Family Church on Monday through Thursday from 8:30AM-12:30PM. Each class for the night school is three hours long with two breaks during the class. There is only one class per week. Classes meet at Living Word Family Church on Thursdays from 6:30PM-9:30PM.

QUESTION 5: Does LWMU have any vacation or time off during the year?

ANSWER: The weeks of Easter, Memorial Day, Independence Day, and Labor Day may not have classes. See the current class schedule for details in the handbook.

QUESTION 6: Can I enroll if I am not currently attending Living Word Family Church?

ANSWER: Yes, any member of the Body of Christ may attend the LWMU, Raleigh Campus as long as they acknowledge Jesus as their Savior and fulfill the requirements for serving within the Body of Christ during their enrollment (this applies to the night school only). Full-time day school students will be required to attend Living Word Family Church.

QUESTION 7: Can I enroll if I have not graduated from High School?

ANSWER: Yes, special permission may be extended for students 17 and over but high school graduation must be performed before the LWMU graduation in November. Identification of this special condition must be shown on the application (this applies only to night school).

QUESTION 8: Does the degree that I would get through LWMU have any accreditation association?

ANSWER: LWMU is accredited through Association of Independent Christian Colleges and Seminaries, a non-governmental school accrediting association. AICCS accredits 168 schools with over 21,000 students.

QUESTION 9: What are the attendance requirements while attending Living Word Ministry University?

ANSWER: LWMU requires that all students to attend Saturday or Sunday services (morning & evening) as well as the Wednesday night service.

QUESTION 10: What are the giving requirements while attending Living Word Ministry University?

ANSWER: LWMU follows the biblical pattern and requires that all students to be tithers.

QUESTION 11: Can ministry experience apply towards a degree at LWMU?

ANSWER: Five-fold ministry (e.g. pastor, teacher, evangelist, worship leader etc.) experience can count as credit. Amount of credit (up to 30 hours) is dependent upon the length and type of ministry service.

QUESTION 12: Does serving within the local church count as credit toward a degree within LWMU?

ANSWER: Three credit hours per year are applied for serving within the Body of Christ during the school year. A minimum of 72 hours of serving must be performed to fulfill the requirements for earning these credits for the undergraduate level.

QUESTION 13: Are advanced degrees offered at Living Word Ministry University?

ANSWER: A Masters degrees and Doctorate degree are offered at LWMU for specific areas of ministry. There are different requirements associated with each type of degree and are outlined in the handbook which is available online at www.lwmu.org.

QUESTION 14: In what specific areas of ministry can a degree be obtained through LWMU?

ANSWER: Currently degrees in Theology, Christian education, Christian counseling, Church Administration and Pastoral Ministry are offered at the Raleigh campus.

QUESTION 15: Can payments be made by other than cash or check?

ANSWER: Payments can be made by credit card and also online through the Living Word Family Church Website.

QUESTION 16: How is the tuition payment performed?

ANSWER: The tuition is normally collected at the start of each course. A tuition payment can be applied in advance if desired as long as all requirements are met for continuing courses (night school). Full-time day school should refer to the brochure.

QUESTION 17: Is there other information available online?

ANSWER: The student handbook, course catalog and other information are available at the Living Word Ministry University main campus website at www.livingwordministryuniversity.org

QUESTION 18: Can I audit a class without being a full-time student?

ANSWER: You may audit any class for a fee of \$50 plus the cost of textbooks.

QUESTION 19: How do I contact someone in case I have other questions?

ANSWER: You may contact the director of the Raleigh Campus, Alan E. Young at home at the church office at (919) 570-2007, extension 122 or @ alanyoung@lwfc.org.

Contact Information

2012-2013 Classes

August 7 - December 13, 2012

January 8 - May 28, 2013

Daytime School: Monday - Thursday from 8:30 AM - 12:30 PM

Night School: Thursdays from 6:30-9:30 PM

Campus Director: Dr. Alan E. Young

919-614-2946 or 919-570-2007 x122

www.lwmu.org

Campus Location:
Living Word Family Church
10520 Star Road
Wake Forest, NC 27587

Campus Mailing Address:
Living Word Family Church
PO Box 61129
Raleigh, NC 27661

Living Word Family Church is on Capital Boulevard (Route 1)
between Burlington Mills Road and New Falls of the Neuse /1A Main
Street.



LWMU is a ministry of Living Word Family Church