

## EPIC BIBLE COLLEGE ADMISSIONS PROCEDURES

EPIC Bible College admits new and transfer students prior to the beginning of each quarter. See the current School Calendar for beginning dates for each quarter. Prospective, new and transfer students should apply for admission at least one month before anticipated entrance date. EPIC Bible College acts on applications as they are received, thus eliminating specific deadlines for applying. Registration for classes begins one month before each quarter.

Application for admission: Accurate completion of the Personal Application Form is important. The completed form along with the autobiographical essay should be mailed or delivered to the Director of Admissions together with the application fee and other required forms in this packet.

References: Three (3) reference forms are provided: One each for Pastor, Friend, and Employer/Educator. Complete the top section of each form, sign the waiver of confidentiality, and give the form to the appropriate person. Return the completed references with this packet or mail them directly to the Director of Admissions at the above address.

Those living within range of the school are invited to visit the school, have a tour of the facilities, and meet with an academic advisor and/or financial aid officer. Those living a greater distance will have opportunity to discuss any questions by phone or in a letter sent to the Admissions Office.

Additional information including the Student Handbook and Catalog can be obtained off our website at [www.epic.edu](http://www.epic.edu) .

### Required documents:

- Personal Application Form with Application fee
- Autobiographical Essay
- Current Photograph
- Pastor's Reference
- Friend's Reference
- Employer/Educator Reference
- A completed FAFSA for Financial Aid or Student Loan
- Proof of previous educational experience (i.e. Ability to Benefit Test, High School Diploma, G.E.D. or College Transcript)
- Academic Advising Profiles for English, Math, & Bible
- There are additional requirements for International Students (see International Student section of College Catalog)

After the Admissions Office has received and evaluated all items requested, the student will be notified of their application status.

Upon registering for classes full payment for tuition and fees will be expected. Exception to this will be that the prospective student has an approved grant (Pell or Cal), Student Loan Promissory Note completed and approved, or another verified scholarship. Payment options for students also include: Visa or MasterCard.

Acceptance: Will be granted when all paperwork is completed. A student's file must be completed by the end of the first quarter in order to take final exams and register for the next quarter.

New and/or prospective students should schedule a meeting with an Academic Advisor to discuss educational goals and recommended classes. New and/or prospective students must schedule a time to complete the Academic Advising Profile (AAP) for English, Math and Bible. This is not an admittance test. It is a placement tool to help your Academic Advisor direct your academic program.

Students requesting EPIC Bible College to accept credits from another institution must request the institution granting the credit to send an official transcript to EPIC Bible College for evaluation. The Academic Advisor will review the credits to determine which ones, if any, will apply towards degree requirements at EPIC Bible College.

If you have any questions, please feel free to contact our office. Our staff is ready to help you in any way they can.

May God bless you.

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## CURRENT PHOTO

**CURRENT PHOTOGRAPH**– Required with your application.

**Please include with your application a current photograph of yourself.**

- Please be sure to include your name on the back of the photo.**
- Please ensure that you are the only person in the photo; no group photos
- This should be attached to your application or emailed to [info@epic.edu](mailto:info@epic.edu)
- If you do not have a camera, the photo can be taken in the EPIC office or at a registration rally.



**APPLICATION**

This application should be filled out personally by the applicant and mailed directly to the Office of Admissions, EPIC Bible College, 4330 Auburn Blvd, Sacramento, CA 95841. **The application must be accompanied by a \$65.00 non-refundable application fee, along with an autobiography and current photograph.**

1. Date of application? \_\_\_\_/\_\_\_\_/\_\_\_\_ Application Fee: Check # \_\_\_\_\_  Credit Card  Cash  On Account
2. When do you desire to enter EPIC Bible College? \_\_\_\_\_  
Fall, Winter, Spring, Summer, (Quarter & Year)
3. How did you hear about EPIC Bible College? \_\_\_\_\_
4. Social Security Number \_\_\_\_/\_\_\_\_/\_\_\_\_
5. **Legal name** (Mr., Mrs., Miss) Last \_\_\_\_\_ First \_\_\_\_\_ Middle \_\_\_\_\_
6. Nick Name \_\_\_\_\_ **Maiden name** \_\_\_\_\_
7. Cell ph. (\_\_\_\_) \_\_\_\_\_ Work ph. (\_\_\_\_) \_\_\_\_\_ Home ph. (\_\_\_\_) \_\_\_\_\_
8. E-mail \_\_\_\_\_
9. Home Address \_\_\_\_\_ Apt. \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_
10. Mailing address (if different from above): \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_
11. Date of Birth \_\_\_\_/\_\_\_\_/\_\_\_\_ Present Age \_\_\_\_\_ Male \_\_\_\_\_ Female \_\_\_\_\_
12. Marital Status: Single \_\_\_\_\_ Married \_\_\_\_\_ Separated \_\_\_\_\_ Divorced \_\_\_\_\_ Widowed \_\_\_\_\_
13. Spouse's name \_\_\_\_\_ Number of children & ages \_\_\_\_\_
14. (Optional) Race: American Indian Asian/Pacific Island Black Caucasian Hispanic Unknown Other \_\_\_\_\_
15. U.S. Citizen \_\_\_\_\_ Foreign Student (Country): \_\_\_\_\_
16. Language (Primary): \_\_\_\_\_ Language (Secondary): \_\_\_\_\_
17. Closest Living Relative: Name \_\_\_\_\_ Relation \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Cell ph. (\_\_\_\_) \_\_\_\_\_ Work ph. (\_\_\_\_) \_\_\_\_\_ Home ph. (\_\_\_\_) \_\_\_\_\_
18. How would you describe your general health condition? Excellent Good Fair Poor
19. (Optional) Do you have any physical disabilities? Yes \_\_\_\_\_ No \_\_\_\_\_ Please describe: \_\_\_\_\_  
\_\_\_\_\_
20. Do you currently attend church regularly? Yes \_\_\_\_\_ No \_\_\_\_\_  
Name of Church \_\_\_\_\_ Name of Senior Pastor \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Phone Number (\_\_\_\_) \_\_\_\_\_  
Email: \_\_\_\_\_ Website: \_\_\_\_\_  
Denomination or other affiliation \_\_\_\_\_ Are you a member? \_\_\_\_\_

21. Have you personally accepted Christ as your Savior? \_\_\_\_\_ When? \_\_\_\_\_
22. Have you received the Baptism of the Holy Spirit with the accompanying signs as in Acts 2:4? \_\_\_\_\_  
(Not required for admission)
23. Do you feel that you have a special calling to a specific field of ministry? If so, what area? (i.e., Evangelism, Missions, Pastoral, Teaching, Youth, Worship, etc.) \_\_\_\_\_

**What is your academic goal at EPIC Bible College:**

**I plan on attending:** \_\_\_\_\_ Full Time \_\_\_\_\_ Part Time

**I am Interested in:** \_\_\_\_\_ Day Classes \_\_\_\_\_ Evening Classes \_\_\_\_\_ Combination of Day and Evening Classes

\_\_\_\_\_ I am taking courses for personal interest \_\_\_\_\_ I am undecided at this time. I have no specific academic goal.

**I am pursuing a degree, diploma and/or certificate at EPIC Bible College. Please check (✓) all that apply:**

\_\_\_\_\_ **B.A. in Ministerial Studies**

- \_\_\_\_\_ With an emphasis in Biblical Counseling... 211 Units (147 units Bible & Ministry; 64 units General Education)
- \_\_\_\_\_ With an emphasis in Biblical Studies... 201 units (137 units Bible & Ministry; 64 units General Education)
- \_\_\_\_\_ With an emphasis in Christian Education... 211 Units (147 units Bible & Ministry; 64 units General Education)
- \_\_\_\_\_ With an emphasis in Missions and Evangelism... 211 Units (147 units Bible & Ministry; 64 units General Education)
- \_\_\_\_\_ With an emphasis in Pastoral Leadership 211 Units... (147 units Bible & Ministry; 64 units General Education)
- \_\_\_\_\_ With an emphasis in Worship Arts 214 Units... (150 units Bible & Ministry; 64 units General Education)
- \_\_\_\_\_ With an emphasis in Youth Ministry 211 Units... (147 units Bible & Ministry; 64 units General Education)
- \_\_\_\_\_ A.A. in Ministerial Studies... 101 units (69 units Bible & Ministry; 32 units General Education)
- \_\_\_\_\_ A.A. in Christian Studies... 95 Units (31 units Bible & Ministry; 64 units General Education)
- \_\_\_\_\_ Advanced Biblical Counseling Certificate... 72 units (33 units Bible & Ministry; 35 units Biblical Counseling; 4 units Gen. Ed.)
- \_\_\_\_\_ Biblical Counseling Certificate... 51 units (23 units Core Bible & Ministry; 24 units Biblical Counseling; 4 units Gen. Ed.)
- \_\_\_\_\_ Christian Education Certificate... 47 units (33 units Bible & Ministry; 14 units Christian Education)
- \_\_\_\_\_ Ministerial Career Certificate... 129 units (117 units Bible & Ministry; 4 units Gen. Ed.; 8 units electives)
- \_\_\_\_\_ Missions & Evangelism Certificate... 47 units (33 units Bible & Ministry; 14 units Missions & Evangelism)
- \_\_\_\_\_ Youth Ministry Certificate... 49 units (33 units Bible & Ministry; 16 units Youth Ministry)
- \_\_\_\_\_ Worship Arts Certificate... 70 units (27 units & Bible Ministry; 43 units Worship Arts)

24. Circle highest year of education completed: 9 10 11 12 13 14 15 16 17 18 19 20 21+

List of college(s) previously attended: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Degrees Earned \_\_\_\_\_ Date Completed \_\_\_\_\_

**Required: Official transcript(s), diploma(s), and/or degree(s).**

25. Have members of your family or other relatives attended EPIC Bible College, or are relatives now attending? If so, give their names, relationship, and dates of attendance, if known: \_\_\_\_\_  
 \_\_\_\_\_

26. If a veteran, indicate length of service \_\_\_\_\_ Are you eligible for benefits? \_\_\_\_\_

27. How do you plan to pay tuition costs? \_\_\_\_\_

Read the following statement and sign your name below it.

**I understand the information contained herein will be kept confidential and the statements made in this application are true.**

\_\_\_\_\_ Name

\_\_\_\_\_ Date



## AUTOBIOGRAPHICAL ESSAY

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NAME: \_\_\_\_\_

AUTOBIOGRAPHICAL ESSAY – Required with your application.

**On this sheet of paper or on a separate piece of paper** write or type an autobiographical essay of approximately 500 words, including some attention to the following matters:

- **Please be sure to include your name and the date on your paper**
- School experiences
- Home life and experience
- Work experiences
- Christian experience, including present relationship with Jesus Christ, present relationships within your local church, and participation in Christian service
- Reasons for your interest in attending Epic Bible College
- Your life goals





THIS PORTION TO BE COMPLETED BY APPLICANT (Please Print)

Name \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_

City State Zip

I hereby request that this reference be submitted to EPIC Bible College and waive any right to review the information.

Signed \_\_\_\_\_ Date \_\_\_\_\_

Instructions to the applicant: Complete the portion above and give to a mature friend. Return reference with entire packet to: Admissions Office, EPIC Bible College, 4330 Auburn Boulevard, Sacramento, CA 95841.

TO BE COMPLETED BY THE FRIEND

The person indicated above is applying for admission to EPIC Bible College. This is a distinctive Christian institution designed for the training of students in the Bible. We ask that you be frank, fair, and accurate in your remarks and estimations. The information you give will be held confidential.

1. How long have you known the applicant? \_\_\_\_\_ years \_\_\_\_\_ months
2. Are you acquainted with the applicant's religious life? \_\_\_\_\_ Community life? \_\_\_\_\_  
Business life? \_\_\_\_\_ Social life? \_\_\_\_\_
3. Please describe the applicant's home life: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
4. Please describe the applicant's church, social, community, and business life:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
5. How does the applicant respond to authority? \_\_\_\_\_
6. How does the applicant work with others? \_\_\_\_\_

7. What are the applicant's significant talents or special abilities? (Be specific) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

8. What do you consider the applicant's personality problems? \_\_\_\_\_  
\_\_\_\_\_

9. Have you noted physical weakness or emotional problems that would hinder the applicant in an intensive academic environment? \_\_\_\_\_  
\_\_\_\_\_

10. Have you observed any personal habits of the applicant that might hinder his/her school life or his/her Christian witness? If so, please explain: \_\_\_\_\_  
\_\_\_\_\_

11. Any additional remarks:

Print Name: \_\_\_\_\_

Address: \_\_\_\_\_  
City State Zip

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

If mailing separately, mail to:  
Director of Admissions, EPIC Bible College  
4330 Auburn Boulevard, Sacramento, CA 95841  
(916) 348-4689

EPIC BIBLE COLLEGE does not discriminate on the basis of race, color, national and ethnic origin in all school administered policies and practices.



**EMPLOYER - EDUCATOR REFERENCE**

4330 Auburn Blvd, Sacramento, CA 95841 916.348.4689 Fax: 916.334.2315 www.epic.edu

THIS PORTION TO BE COMPLETED BY APPLICANT (Please Print)

Name \_\_\_\_\_ Phone \_\_\_\_\_

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

I hereby request that this reference be submitted to EPIC Bible College and waive any right to review the information.

Signed \_\_\_\_\_ Date \_\_\_\_\_

Instructions to the applicant: Complete the portion above and give to your employer/educator, together with an enclosed envelope. Return reference with entire packet to: Admissions Office, EPIC Bible College, 4330 Auburn Boulevard, Sacramento, CA 95841.

**TO BE COMPLETED BY THE EMPLOYER OR EDUCATOR**

The person indicated above is applying for admission to EPIC Bible College. This is a distinctive Christian institution designed for the training of students in the Bible. We ask that you be frank, fair, and accurate in your remarks and estimations. The information you give will be held confidential.

- 1. How long have you known the applicant? \_\_\_\_years \_\_\_\_ months
- 2. Are you acquainted with the applicant's: Religious life \_\_\_\_\_ Community life \_\_\_\_\_ Business life \_\_\_\_\_  
Social life \_\_\_\_\_

3. Applicant's Job and Description:

\_\_\_\_\_  
\_\_\_\_\_

4. How well does the applicant perform their job?

\_\_\_\_\_  
\_\_\_\_\_

5. How does the applicant respond to authority? \_\_\_\_\_

6. How does the applicant work with others? \_\_\_\_\_

7. What are the applicant's significant talents or special abilities? (Be specific) \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

8. What do you consider the applicant's personality problems? \_\_\_\_\_

\_\_\_\_\_

9. Have you noted physical weakness or emotional problems that would hinder the applicant in an intensive academic environment? \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

10. Any additional remarks:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

School or Company \_\_\_\_\_

Print name \_\_\_\_\_

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

Signature \_\_\_\_\_ Date \_\_\_\_\_

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THIS PORTION TO BE COMPLETED BY APPLICANT (Please Print)

Name \_\_\_\_\_ Phone \_\_\_\_\_

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

I hereby request that this reference be submitted to EPIC Bible College and waive any right to review the information.

Signed \_\_\_\_\_ Date \_\_\_\_\_

Instructions to the applicant: Complete the portion above and give to your pastor, together with an addressed envelope. Return reference to: Admissions Office, EPIC Bible College, 4330 Auburn Boulevard, Sacramento, CA 95841.

TO BE COMPLETED BY THE PASTOR

EPIC Bible College requires a recommendation from the pastor for each applicant. The Admissions Committee has high regard for your judgment; therefore, we request that you complete the form carefully and candidly and return it directly to the Admissions Office. This recommendation will be kept in confidence.

1. How long have you known the applicant? \_\_\_\_\_ years \_\_\_\_\_ months

2. How well do you know this person? (Check one)

\_\_\_\_\_  
Just by name and sight

\_\_\_\_\_  
Casually. Have had a few personal contacts

\_\_\_\_\_  
Fairly well. Have had a number of personal contacts

\_\_\_\_\_  
Well. Have had a close pastoral relationship

3. Has the applicant made a personal commitment to Jesus Christ? Yes \_\_\_\_\_ No \_\_\_\_\_

4. To what extent is the applicant engaged in the activities of your church? (Check one)

\_\_\_\_\_  
Is very irregular in attendance. Little interest in activities

\_\_\_\_\_  
Seldom participates in activities, although regularly attends

\_\_\_\_\_  
Is cooperative and usually willing to help in the activities of the church

\_\_\_\_\_  
Enthusiastically engages in the activities for his/ her age

5. In what forms of Christian service has the applicant participated regularly? \_\_\_\_\_

\_\_\_\_\_

6. If the applicant does not participate in activities or service, do you know why? \_\_\_\_\_

\_\_\_\_\_

7. Has the applicant's record been such that you would place full confidence in his or her integrity?

Comments: \_\_\_\_\_  
\_\_\_\_\_

8. To what extent does the applicant smoke, drink or use non-medicinal drugs? Please comment:

\_\_\_\_\_  
\_\_\_\_\_

9. Please describe home factors which might affect the applicant's success at EPIC Bible College.

Positive: \_\_\_\_\_  
\_\_\_\_\_

Negative: \_\_\_\_\_  
\_\_\_\_\_

10. Additional comments:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**PLEASE Complete in full by Pastor:**

Print Pastor's name \_\_\_\_\_

\_\_\_ Senior Pastor \_\_\_ Assoc. Pastor \_\_\_ Youth Pastor \_\_\_ Music Pastor Other \_\_\_\_\_

Church name \_\_\_\_\_

Pastor's email \_\_\_\_\_ (Please do not abbreviate) Church website \_\_\_\_\_

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

Phone ( ) \_\_\_\_\_  
Office Cell Home

Signature \_\_\_\_\_ Date \_\_\_\_\_

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## Statement of Concurrence

4330 Auburn Blvd., Sacramento, CA 95841 916.348.4689 Fax: 916.334.2315 www.epic.edu

EPIC Bible College requires students to indicate annually their intent to follow the policies and procedures of EPIC Bible College, support the Doctrinal Statement, and adhere to the Code of Conduct as set forth in the Student Handbook.

Please place your initials beside the policies below to indicate that you have read and understand them completely. After reading **the Statement of Concurrence**, print your name and date, and sign your name at the bottom of this page. When this form is completed, turn it in to the school office to be placed in your permanent file.

Doctrinal Statement:  
*Agree to Respect it* \_\_\_\_\_ (Initial) Pg. 8

Financial Policy \_\_\_\_\_ (Initial) Pg. 19

Code of Conduct \_\_\_\_\_ (Initial) Pg. 30

Academic Policy \_\_\_\_\_ (Initial) Pg. 34

Library Policy \_\_\_\_\_ (Initial) Pg. 38

### STATEMENT OF CONCURRENCE:

I have read the above named policies and agree to abide by the policies and procedures as stated in the EPIC Bible College Student Handbook. I understand that they represent requirements for standing in EPIC BIBLE COLLEGE. I also understand the procedure for disciplinary action should it become necessary.

NAME: \_\_\_\_\_ DATE: \_\_\_\_\_  
*(Please Print)*

STUDENT'S SIGNATURE: \_\_\_\_\_

ADVISOR'S INITIALS: \_\_\_\_\_

**PLEASE PRINT:**

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_

Box #: \_\_\_\_\_ Social Security #: XXX-XX-\_\_\_\_ Date: \_\_\_\_\_

Contact Info:

**PLEASE CHECK WHICH IS YOUR PREFERRED METHOD OF CONTACT.** Cell Phone: \_\_\_\_\_  Work Phone: \_\_\_\_\_ Home Phone: \_\_\_\_\_  E-mail: \_\_\_\_\_What **year and quarter** did you begin your studies at EPIC? \_\_\_\_\_

How many years are you allowing to complete your degree/program? \_\_\_\_\_

Have you **taken off** more than one quarter during your time at EPIC? \_\_\_\_\_ When? \_\_\_\_\_How many units do you **usually** take each quarter?  5 or under  6-11  12+How many units are you taking **this quarter**?  5 or under  6-11  12+**What is your academic goal as a student at EPIC Bible College?** I am taking courses for personal interest.  I am undecided at this time.  I have no specific academic goal.**I am pursuing a degree, diploma and/or certificate at EPIC Bible College. Please check (✓) all that apply:****\_\_\_\_\_ B.A. in Ministerial Studies**

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\_\_\_\_\_ With an emphasis in Pastoral Leadership 211 Units... (147 units Bible &amp; Ministry; 64 units General Education)

\_\_\_\_\_ With an emphasis in Worship Arts 214 Units... (150 units Bible &amp; Ministry; 64 units General Education)

\_\_\_\_\_ With an emphasis in Youth Ministry 211 Units... (147 units Bible &amp; Ministry; 64 units General Education)

**\_\_\_\_\_ A.A. in Ministerial Studies... 101 units (69 units Bible & Ministry; 32 units General Education)****\_\_\_\_\_ A.A. in Christian Studies... 95 Units (31 units Bible & Ministry; 64 units General Education)**

\_\_\_\_\_ Advanced Biblical Counseling Certificate... 72 units (33 units Bible &amp; Ministry; 35 units Biblical Counseling; 4 units Gen. Ed.)

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\_\_\_\_\_ Youth Ministry Certificate... 49 units (33 units Bible &amp; Ministry; 16 units Youth Ministry)

\_\_\_\_\_ Worship Arts Certificate... 70 units (27 units &amp; Bible Ministry; 43 units Worship Arts)

**To be completed by the Director of Record's Office:**

Academic Advisor: \_\_\_\_\_ Date Entered: \_\_\_\_\_ Initials: \_\_\_\_\_