

### APPLICATION PROCEDURE

1. Please complete this application form in BLOCK CAPITALS, answering all the relevant questions.
2. Please enclose the following, as we cannot process your application without them, and ✓ to say that they are enclosed.
  - i] A non-refundable registration fee of £25 in Sterling (cheques payable to C.M.F.O.T) **SEE BACK PAGE**
  - ii] TWO current passport sized photographs (one of which will be displayed on a student photograph board)
  - iii] TWO reference forms (unless you are mailing these independently)
3. Return this form together with the required enclosures to the address on the back page  
Completed papers are processed as we receive them. Please allow at least four weeks for notification.

AFFIX PASSPORT  
SIZED PHOTOGRAPH HERE

MAXIMUM SIZE  
54mm x 45mm  
(2 1/8" x 1 3/4")

HEAD AND SHOULDERS ONLY  
ON A PLAIN BACKGROUND  
NO PHOTOCOPIES

### PERSONAL DETAILS

Information given in this section must match your passport

Last Name: ..... Male  Female

First Name(s): ..... Date of Birth:    /    /  
(Day / Month / Year)

Home Address: .....

.....

..... Postcode/Zip: .....

Telephone: ..... Fax: .....

Email: .....

Country of Birth: ..... Nationality: .....

Passport Number: ..... Country of Passport Issue: .....

### SELECT A COURSE

Please ✓ the school you would like to attend as your first choice and if possible  
✓ a second choice alternative location in case your first choice school is already full

	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG		
<i>england</i> <b>CAPERNAWRAY HALL</b>	1 <sup>ST</sup> 2 <sup>ND</sup>	ONE YEAR COURSE (BOTH WINTER AND SPRING SCHOOLS)						YEAR:	-					
	1 <sup>ST</sup> 2 <sup>ND</sup>	WINTER SCHOOL			YEAR:	-	1 <sup>ST</sup> 2 <sup>ND</sup>	SPRING SCHOOL		YEAR:				
<i>sweden</i> <b>HOLSBY BRUNN</b>	1 <sup>ST</sup> 2 <sup>ND</sup>	ONE YEAR COURSE (BOTH WINTER AND SPRING SCHOOLS)						YEAR:	-					
	1 <sup>ST</sup> 2 <sup>ND</sup>	WINTER SCHOOL			YEAR:	-	1 <sup>ST</sup> 2 <sup>ND</sup>	SPRING SCHOOL		YEAR:				
<i>germany</i> <b>BODENSEEHOF</b>	1 <sup>ST</sup> 2 <sup>ND</sup>	WINTER SCHOOL			YEAR:	-								
<i>austria</i> <b>TAUERHOF</b>	1 <sup>ST</sup> 2 <sup>ND</sup>	FALL	YEAR:					1 <sup>ST</sup> 2 <sup>ND</sup>	SPRING SCHOOL		YEAR:	1 <sup>ST</sup> 2 <sup>ND</sup>	UPWARD BOUND	YEAR:
<i>spain</i> <b>RIO UIDA</b>					1 <sup>ST</sup> 2 <sup>ND</sup>	WINTER		YEAR:						

#### OFFICE USE ONLY

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	RECEIVED	ACCEPTED	INITIALS	REG. FEE
OY	WBS	SBS	FS	UB	RV				



# HEALTH

The questions in this section are for counselling purposes and will in no way jeopardise your acceptance for Bible School

- 1 Do you suffer from any disability which would limit you doing practical duties? Yes  No
- 2 Have you had a nervous or mental illness at any time? Yes  No
- 3 Have you suffered from, and had treatment for, anorexia nervosa or bulimia? Yes  No
- 4 Do you have diabetes, epilepsy, blackouts or other medical problems? Yes  No
- 5 Do you require any regularly-prescribed medicine? Yes  No
- 6 Do you require a special diet for medical reasons?  
(there may be some diets we are unable to cater for) Yes  No
- 7 Do you require a vegetarian diet? Yes  No
- 8 Do you have a learning disability? Yes  No
- 9 Have you used tobacco, alcohol or narcotics (including marijuana) in the last year? Yes  No
- 10 Have you ever had treatment for alcoholism or drug addiction? Yes  No
- 11 Have you had anything in your past that could have an influence on your time in Bible School (e.g. prison sentence, divorce etc)? Yes  No

If you have answered "Yes" to any of these questions, please give an explanation in the 'additional information' section of this form

# TALENTS HOBBIES & WORK EXPERIENCE

What is your occupation or training?.....

Do you have any specific abilities or experience that could be useful for the practical running of the School, eg carpentry, lifeguarding, etc?  
.....  
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What are your hobbies?.....

Are you capable of playing a musical instrument for worship? .....

Do you have any previous experience in outreaches involving singing, drama or puppet groups? Please give details  
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# FINANCE

Students are responsible for supplying their own support.  
Scholarships are not available from the School

Are you in a position to pay the full fees? Yes  No

Are you able to provide your own personal pocket money  
(for laundry, toiletry needs, travel during term breaks, etc.)? Yes  No

Are you able to pay your travel expenses to and from School?  
Please note, Immigration Officials will require evidence of finance and return travel ticket Yes  No

If you have answered "No" to any of these questions, please give an explanation in the 'additional information' section of this form

## REGISTRATION FEE

I would like to pay my £25.00 registration fee by cheque (in Sterling made out to C.M.F.O.T.)

I would like to pay my £25.00 registration fee by Visa/Mastercard/Switch (please circle)

CARD NUMBER:

CV DIGITS:\*

EXPIRY DATE:

ISSUE NUMBER:

(SWITCH)

\*CV DIGITS ARE THE LAST 3 NUMBERS ON THE SIGNATURE STRIP ON THE BACK OF YOUR CARD

## CONDITIONS OF ENROLMENT

### TIMETABLE

Students are expected to devote themselves unreservedly to their studies in lectures and study periods which are compulsory, and to conform willingly and promptly to the programme throughout the day. Punctuality and cooperation are essential for the smooth running and well-being of the School and for personal discipline.

All lectures are in English and it is necessary that you understand, speak and write English fluently.

All students join together on Sundays for morning and evening services.

All students help in the daily domestic duties.

All students are involved in regular outreach commitments which may involve an extended stay away from the School.

### STUDY OBLIGATIONS

Students are expected to complete the Course applied for, arriving on the first day of the School and remaining to the closing date. Failure to meet these criteria may lead to forfeiture of the Bible School Certificate.

The School Authorities reserve the right to terminate the studies of any student who proves unsatisfactory, in which case the balance of fees will be forfeited.

Printed notes are sometimes made available, but students are required to take their own notes in all lectures.

### EXAMINATIONS

Written assignments and examinations are given in some subjects. The grades will count towards the certificate awarded at the end of the Course.

### APPEARANCE

Clothing: Our expectation is that clothing should be clean, neat, tidy and discreet no matter what the prevailing trends in society. Students are required to dress more formally for Sunday Services.

Hairstyles: Hair is expected to be kept clean, tidy and well-groomed. Once School has commenced we do not allow students to dye their hair with a colour not naturally occurring in hair, eg. pink, green, blue etc. Also we reserve the right to stop any trends which we consider unhelpful.

### CULTURAL ADJUSTMENTS

Students must realise that in attending one of our Bible Schools they will be moving into a different national culture, and must be willing to make the necessary adjustments which will vary from School to School.

### ACCOMMODATION

It is normally necessary to share a bedroom with a number of others in dormitory-style accommodation. Age is taken into consideration when assigning you to your accommodation.

### CONDUCT

Smoking, alcohol and drug taking are forbidden at all times.

## ENROLMENT AGREEMENT

To be signed by all applicants. If for any reason you feel unable to conform to our Conditions of Enrolment please do not apply

*I am 18\* years of age or over. I have read and fully understood the Conditions of Enrolment. I agree to carry out my studies and duties at all times to the best of my ability. I will accept the decisions, disciplines and dress regulations of the School Authorities during my stay in the Bible School.*

SIGNATURE OF APPLICANT ..... DATE .....

\*Students must be 18 years of age by the date School begins

PLEASE NOTE THAT CAPERNWRAY HALL IS THE OFFICE OF ADMISSION FOR ALL OF THE EUROPEAN ENGLISH-SPEAKING SCHOOLS

PLEASE RETURN TO:

THE REGISTRAR, TORCHBEARER BIBLE SCHOOLS, CAPERNWRAY HALL, CARNFORTH, LANCASHIRE LA6 1AG, ENGLAND

Telephone +44 (0)1524 733908 Email: registrar@capernwray.org.uk www.capernwray.org.uk

# RELATIONSHIPS

Which of the following applies to you?

Single

Engaged

Married

Widowed

Divorced

Single Parent

If engaged, do you have a date set for your wedding? If so, when? .....

If married, Please give the name of your spouse ..... Date of marriage .....

Is your spouse in full agreement with your plan to attend a Torchbearer Bible School? .....

If you have children, please give their names and dates of birth.....

Do you have a friend or relative applying? If so, please give his/her name .....

What is his/her relationship to you? .....

How did you hear about Torchbearer Bible Schools? Please give the name of the person or place

Staff member ..... Friend .....

Past Student ..... Advertisement .....

Website ..... Other .....

Have you had a close relative attend one of the Torchbearer Schools? If so, please give the person's name and the Bible School attended:

# REFEREES

Your reference forms are included with this application. Please fill in your name and address, then send them to your referees. Retrieve the forms as soon as they are complete for inclusion with your application form, unless your referees wish to send them separately.

Give the names and addresses of two referees (not from your immediate family)

Your minister, an elder or deacon

A friend or associate

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# ADDITIONAL INFORMATION

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# This section applies ONLY to applicants of Capernwray Hall, England

## PROOF OF PROFICIENCY IN THE ENGLISH LANGUAGE

If you need to apply for a visa to study in the UK, you will also need to establish your ability to study in English. This can be achieved in ONE of the following three ways:

1.

If you are a national of one of the predominantly English speaking countries listed below, no further action is required:

Antigua and Barbuda	Belize	Guyana	St. Lucia
Australia	Canada	Jamaica	St. Vincent and the Grenadines
The Bahamas	Dominica	New Zealand	Trinidad and Tobago
Barbados	Grenada	St. Kitts and Nevis	United States of America

2.

If you are NOT a national of one of the listed countries, but have completed your secondary education in English you must send us a photocopy of your final grades/graduation certificate with this application. We will NOT be able to issue the relevant paperwork to enable you to apply for a visa until we have received this.

3.

If you are NOT a national of one of the listed countries, but you have completed an English qualification at CEFR level B1 or equivalent, as shown below, please tick to show the qualification you have passed and enclose a photocopy of your certificate with this application. We will NOT be able to issue the relevant paperwork to enable you to apply for a visa until we have received this.

CEFR  
B1

CAMBRIDGE ESOL  
PRELIMINARY ENGLISH TEST (PET)

IELTS  
3.5-4.5

IBT TOEFL  
49-60

TOEFL PAPER  
475-524

TOEFL COMPUTER  
152-195

## UK CHILD PROTECTION LEGISLATION

In order to comply with current legislation designed to reduce the risk of harm to children and vulnerable adults, we are now required to register each student through the Independent Safeguarding Authority (ISA) before taking part in our outreach programme.

If you have already been involved with children or vulnerable adults in the UK, you may already be registered with the ISA. If this is the case, please state your registration number: .....

If you have not been registered with the ISA we will help you with this upon your arrival at Capernwray Hall but you will need to bring ORIGINAL ID documents with you. A list of these documents can be found on our website, and will also be included in our Acceptance letter.

As the first part of this process, we also need you to complete the Voluntary Disclosure below:

1. Have you been charged with, or convicted of any criminal offence (excluding minor traffic offences) or have cases pending? Yes  No
2. Is there anything else we would need to know in terms of your attitude towards, previous work with, or relationship with children that would put their safety at risk? Yes  No

If you have answered "YES" to either of these questions we will send you a confidential declaration form to complete and return to our Child Protection Co-ordinator(s). This will enable us to make an informed decision about your involvement in the course and outreach programme.

## ADDITIONAL INFORMATION

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continue on a separate sheet if necessary