



ENROLLMENT AGREEMENT

Welcome future Soul Care Ministries Institute student! Please complete this confidential enrollment agreement to help us learn about you and your goals. Complete, Print, Sign, and Return via email attachment, fax, or postal mail.

Rev. Dr. Mr. Mrs. Miss Ms. Name _____
(Please provide your First Name, Middle Initial, and Last Name)

Gender Male Female

D.O.B. ____/____/____
month day 4 digit year

Address _____
Street or P.O. Box

Shipping Address (if different) _____

City State Zip

City State Zip

Home Phone _____

Emergency Contact Name/Number:

Cell Phone _____

Work Phone _____

I have been a Christian for _____ years

Fax Number _____

I am interested in enrolling in:

Program 1: Certification or License (only)

Program 2: License + BA Degree

Program 3: License + MA Degree

Program 4: License + Doctorate Degree

Program 5: License + 2nd Doctorate Degree

Undecided or TBD

Email _____

Marital Status Single Married Separated Divorced

I would like to study: Online Offline w/ online testing

Spouse's Name _____

Please Complete the Following

High School Diploma or GED? Yes No Year Graduated _____

Bachelors degree? College: _____ Graduated _____ (year)
 Yes No

Degree/Major _____

Masters degree? College: _____ Graduated _____ (year)
 Yes No

Degree/Major _____

Doctorate degree? College: _____ Graduated _____ (year)
 Yes No

Degree/Magor _____

What is your current occupation? _____

Have you ever been convicted of a felony? Yes No (if yes, please provide details via attachment)

Are you an ordained, licensed, or commissioned minister? Yes No If yes, please indicate:

Ordained/Year ____ Licensed/Year ____ Commissioned/Year ____ By _____

Name of Current Church _____ Denomination: _____

Questionnaire for Enrollment

Please respond to the following questions (on a separate sheet) and return your responses with the Enrollment Agreement.

1. Why do you want to be a counselor?
2. What formal/informal training in counseling have you had?
3. Why do you believe that this program will be of benefit to you?
4. Do you have experience in dealing with people with spiritual or emotional problems?
5. What are your goals for a counseling ministry?
6. How do you know that you are called/suited for the counseling ministry?
7. Do you plan to be involved with an existing ministry or are you considering establishing your own counseling ministry or practice?

How did you hear about our program?

- N.C.C.A. Directory Google Website
 Facebook LinkedIn Twitter Advertisement
 Referred by: _____

Additional Enrollment Requirements

Each candidate must submit the following prior to completion of Phase I. It is recommended that you provide as much of the following, as possible, at the time of application/enrollment.

1. Three (3) reference forms (provided by the N.C.C.A. with the Basic Christian Counseling course or you may remit three letters of reference).
2. A current Resume or BIO (including any educational background or experience in ministry, counseling, or related profession or vocation).
3. A recent photo of yourself.
4. Proof of ministry credentials, if applicable (ordination, license, or commission) in the form of a photocopy or official letter.
5. A copy of the highest diploma, certificate, or degree earned and related transcript.
6. A letter of reference from your pastor or an elder in your church.

Note: Our Candidate Evaluation Committee will not recommend anyone for certification or license whose student file is incomplete. The N.C.C.A. will conduct a national background check on all candidates prior to awarding the license.

Refund Policy

The application/enrollment fee is non-refundable. Each candidate will receive his/her Personal A.P.S. Questionnaire and Report. Refunds, for offline courses, may be awarded upon authorization but only if course materials are received in 'like new' re-saleable condition within seven (7) days of delivery (a restocking fee of \$115 will be assessed). Online Courses are not refundable after being accessed.

Tuition and Fees

Information about the tuition and fees are provided in our N.C.C.A. Licensing and Degrees Program Catalog and Prospectus. Tuition and fees are subject to change. Our preferred payment method is via links you can find on our website at institute.soulcareministries.org. You may also pay with your credit card at www.paypal.com with remittance to accounting@soulcareministries.org or via your verified PayPal account. Convenience fees may apply for some fees remitted via credit card/PayPal. Checks and money orders are to be made payable to Soul Care Ministries International, Inc and mailed to the address shown below. Payment plans may be available subject to application and qualification.

Application/Enrollment Fee being remitted by:

- Credit Card/PayPal Enrollment Fee only (\$100) Husband & Wife Enrollment Fee (\$150)
 Check/Money Order Veteran, Active Military, Disabled, or Retiree Enrollment Fee (\$75)
 Enrollment Fee + Discounted First Course (\$345/Online Student)
 Enrollment Fee + Discounted First Course (\$365/Offline Student)

I have read, fully comprehend, and accept the enrollment policies and procedures. I understand that before I can receive my certification or license, my entire tuition and fees must be paid in full and all requirements must be met.

Date

Signature of Prospective Candidate (*printed form and ink signature required*)

Complete, Print, Sign, and Return

Option: via Postal Mail to:

Soul Care Ministries International, Inc
Attn: Soul Care Ministries Institute
3535 Peachtree Rd NE, Box #520
Atlanta, GA 30038

Option: via Email to:

institute@soulcareministries.org

Option: via Upload at:

live.vcita.com/site/scmintl

Option: via Fax to:

1 (888) 761-5777

Phone Contact Info:

Dr. Linda H. King, Pres/CMO

Office: 1 (888) 761-5777, x3

Direct: 1 (888) 761-5777, x1