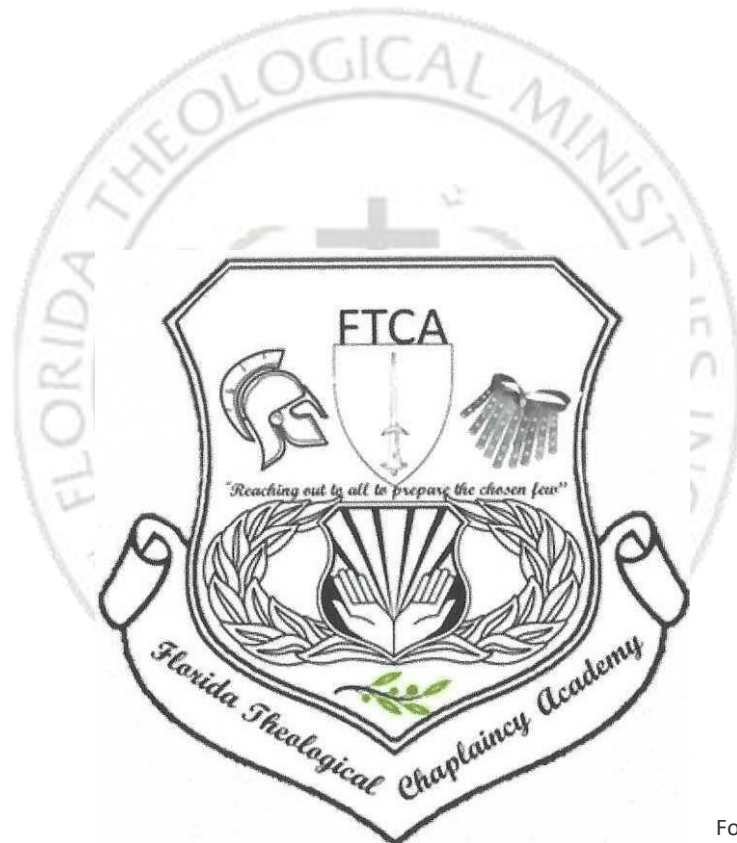


Florida Theological Chaplaincy Academy

Florida Theological Global Ministries Inc.

An Independent Higher Education Institution recognized by the State of Florida Department of Education.
Subsidiaries: Florida Theological Chaplaincy Academy, Florida Theological University, Florida Theological Chapel Affiliations: National Chaplains Association

“Instruct them to do good, to be rich in good works, to be generous and ready to share, storing up for themselves the treasure of a good foundation for the future, so that they may take hold of that which is life indeed”.
1 Timothy 6:1819 (NASB)



Mailing Address:

PO Box 120383

Fort Lauderdale, Florida 33312

Email: info@ftgmedu.org

www.facebook.com/

[FTCAchaplains/](https://www.facebook.com/FTCAchaplains/)

Office: 954-541-3900

Cell: 754-245-4093

Academic Catalog of Contents



Institutional Overview

Welcome Message from the Founder 3
Message from the Chancellor 4
Institutional History & Mission..... 5
Statement of Faith..... 7
Accreditation & Affiliations..... 9

Tuition & Fees..... 10
Payment Plans..... 10
Refund Policy..... 10

Chaplaincy Certification Program (8-Week) 12
Admissions Requirements 14

Chaplaincy Certification Requirements 14
Grading System..... 17
Attendance Policy..... 17
Code of Conduct.....18
Academic Integrity 18

Certification Requirement.....20
Student Orientation.....22
Ordination Process22
Application Requirement 24
Transcript Request Form26

Admission Application..... 28
Ministry Release..... 30
Books..... 31



Contact Information

Contact Page..... 32



Dr. Judith Ann

PO Box 120383
Fort Lauderdale, FL 33312

954-541-3900

info@ftgmedu.org

www.ftgmedu.org

Welcome Message from the Founder

It is with great joy and heartfelt purpose that I welcome you to this transformative journey of faith, service, and spiritual growth.

As the Founder, I, Dr. Judith Ann, am honored that you have chosen to pursue training in chaplaincy and ministry through our academy. This institution was established with a vision—to equip, empower, and prepare individuals to serve with compassion, integrity, and spiritual authority in diverse settings such as hospitals, communities, churches, and beyond.

At Florida Theological Chaplaincy Academy, we believe that chaplaincy is more than a calling—it is a sacred responsibility. Our programs are designed to deepen your understanding of God, strengthen your discernment, and cultivate the pastoral care skills necessary to minister effectively in times of both joy and crisis.

You will be guided through courses that emphasize prayer, spiritual warfare, ministry integrity, and experiential knowledge of God, all while gaining practical, hands-on training in pastoral care. Our goal is to ensure that every graduate leaves not only educated, but transformed and ready to serve.

As you begin this journey, I encourage you to remain open to growth, committed to excellence, and anchored in faith. Your calling matters, and the lives you will touch are significant.

Welcome to a place where purpose is refined, calling is affirmed, and ministry is activated.

With blessings and grace,

Dr. Judith Ann, Founder
Florida Theological Chaplaincy Academy



Dr. Amena Threets

PO Box 120383
Fort Lauderdale, FL 33312

954-541-3900

info@ftgmedu.org

www.ftgmedu.org

Welcome Message from the Chancellor

Greetings and Welcome,

On behalf of the leadership and faculty, it is my distinct honor to welcome you to Florida Theological Chaplaincy Academy.

As Chancellor, I celebrate your decision to pursue a path of spiritual leadership, service, and compassionate care. Your enrollment in this academy reflects a deep commitment to answering a higher calling—one that requires faith, discipline, wisdom, and a heart for people.

At Florida Theological Chaplaincy Academy, we are dedicated to providing a Christ-centered educational experience that equips you both spiritually and academically. Our programs are thoughtfully designed to develop your theological foundation, strengthen your character, and prepare you to serve effectively in diverse and often challenging environments.

Chaplaincy is a ministry of presence—being there in moments that matter most. Whether offering comfort in times of grief, guidance in uncertainty, or hope in despair, your role as a chaplain will carry profound impact. Here, you will gain not only knowledge, but the practical skills and spiritual maturity necessary to serve with excellence and integrity.

We are committed to your success and growth. Our faculty and staff stand ready to support, guide, and walk alongside you throughout your journey.

As you begin, I encourage you to remain steadfast in your faith, diligent in your studies, and open to the transformative work that lies ahead.

Welcome to a community of purpose, preparation, and calling.

With great respect and blessings,

Chancellor Dr. Amena Threets
Florida Theological Chaplaincy Academy

Institution History

Florida Theological Chaplaincy Academy was founded with a clear and prayerful vision—to raise up spiritually equipped leaders who are called to serve in chaplaincy and pastoral care. Established by Dr. Judith Ann, the Academy was birthed out of a deep recognition of the growing need for trained, compassionate, and biblically grounded chaplains in today's society. From its inception, the Academy has been committed to bridging the gap between theological education and practical ministry. What began as a focused training initiative has developed into a structured educational program designed to prepare individuals for real-world ministry in hospitals, correctional institutions, community outreach programs, and other areas where spiritual care is essential.

The Academy was built on the belief that ministry extends beyond the walls of the church. Through dedication, faith, and a commitment to excellence, Florida Theological Chaplaincy Academy continues to grow as a training ground for those who are called to serve in diverse and often challenging environments. Its foundation remains rooted in biblical truth, spiritual discipline, and a passion for transforming lives through ministry.

Mission Statement

The mission of Florida Theological Chaplaincy Academy is to equip, empower, and educate individuals for effective chaplaincy and Christian ministry through biblically grounded instruction, spiritual formation, and practical application.

We are committed to:

Developing spiritually mature leaders who demonstrate integrity, compassion, and strong moral character

- Providing comprehensive training in pastoral care, crisis response, and ministry leadership
- Strengthening students' relationship with God through prayer, worship, and biblical study
- Preparing graduates to serve in diverse environments with confidence, cultural awareness, and excellence
- Advancing the Kingdom of God through service, outreach, and transformative ministry
- At the core of our mission is the belief that every student is called to make a meaningful impact.
- Through education, mentorship, and spiritual guidance, we strive to cultivate leaders who are not only knowledgeable, but also anointed and prepared to serve wherever they are called.

Vision Statement

Our vision is to develop spiritually mature leaders who serve with integrity, compassion, and excellence in diverse ministry environments including hospitals, correctional facilities, community outreach, and congregational care.

Purpose of the Program

This program is designed to prepare students for chaplaincy roles by providing theological foundations, pastoral care training, and real-world ministry skills.

Commitment to Stewardship and Integrity

We honor both our students and our mission by maintaining ethical financial practices while supporting each individual's educational journey with clarity and respect.

Statement of Faith

Florida Theological University affirms the following foundational beliefs based upon the Holy Scriptures and historic Christian doctrine.

1. The Holy Scriptures

We believe that the Holy Bible, consisting of the Old and New Testaments, is the inspired, infallible, and authoritative Word of God and is the supreme rule of faith and conduct for believers.

2. The One True God

We believe in one God eternally existing in three: Father, Son, and Holy Spirit, equal in power, glory, and divine nature.

3. Jesus Christ

We believe that Jesus Christ is God manifested in the flesh, born of a virgin, who lived a sinless life, performed miracles, died for the sins of humanity, rose bodily from the dead, and ascended into heaven where He reigns as Lord.

4. Salvation

We believe that salvation is available to all through repentance and faith in Jesus Christ. A person must be born again to enter the Kingdom of God and receive eternal life.

5. The Holy Spirit

We believe in the present ministry of the Holy Spirit who empowers believers for holy living and Christian service and distributes spiritual gifts to the Church.

6. Christian Ordinances

We believe in the practice of water baptism and the communion of believers as sacred ordinances of the Church.

7. The Church

We believe in the fellowship of believers known as the Body of Christ, committed to worship, discipleship, evangelism, and service.

8. Christian Living

We believe that believers are called to live according to the commandments of God, demonstrating faith, obedience, and holy character in daily life.

9. Stewardship

We believe in biblical stewardship, including tithes and offerings, as an act of obedience and worship to God.

10. Eternal Destiny

We believe in the existence of heaven and the promise of eternal life for those who believe in Christ. I believe in Tithing and Offerings are principles of obedience and a commandment for today. Pastors or Ministers must also return their tithes and offerings to the church.

I accept the Spiritual Guidelines outlined in 1Timothy 3:1-7

I accept the "Florida Theological University" spiritual guidelines for ministers.

Applicant's Signature: _____ Date _____

Accreditation & Affiliation

Florida Theological Chaplaincy Academy

Accreditation

Florida Theological Chaplaincy Academy is a faith-based institution committed to delivering high-quality theological and chaplaincy education. As a religious training academy, our programs are designed for ministry preparation and spiritual development rather than traditional academic licensure.

At this time, the Academy operates as a non-secular, religious institution and may not be accredited by agencies recognized by the U.S. Department of Education. However, our curriculum is developed in alignment with biblical standards, ministry best practices, and professional chaplaincy principles to ensure students receive meaningful and applicable training.

We maintain internal standards of academic excellence, integrity, and spiritual accountability to ensure that each program meets the needs of those called to serve in ministry and chaplaincy roles.

Affiliation

Florida Theological Chaplaincy Academy is affiliated with a network of faith-based leaders, ministries, and chaplaincy professionals who are actively engaged in community and pastoral care. These affiliations support our mission by providing mentorship opportunities, ministry connections, and practical field experience for students.

The Academy collaborates with:

Local churches and ministry organizations

Community outreach programs

Chaplaincy professionals serving in healthcare, corrections, and crisis response

Faith-based counseling and pastoral care networks

These partnerships allow students to gain hands-on experience and real-world exposure, strengthening their readiness for service upon graduation.

Statement of Integrity

While accreditation status may vary from traditional academic institutions, Florida Theological Chaplaincy Academy stands firmly on its commitment to spiritual excellence, practical training, and the advancement of Christian ministry. Our focus is not only on education, but on equipping individuals to fulfill their divine calling with competence, compassion, and confidence.

Refund Policy

Florida Theological Chaplaincy Academy

Florida Theological Chaplaincy Academy is committed to fairness, transparency, and integrity in all financial matters. The following refund policy outlines the terms and conditions regarding tuition and fees.

1. Tuition Payment Plan

All application and registration fees are non-refundable. These fees cover administrative processing and enrollment preparation.

Payment Options

1. Full Payment Option

\$775.00 due at enrollment

Optional: Discounted rate of \$750.00 if paid in full

2. Bi-Weekly Payment Plan (8 Weeks)

\$175.00 Application/Registration Fee (non-refundable)

Remaining balance: \$600.00

4 Bi-weekly payments of \$150.00

3. Weekly Payment Plan (8 Weeks)

\$175.00 Application/Registration Fee (non-refundable)

Remaining balance: \$600.00

6 weekly payments of \$100.00

4. Monthly Payment Plan

\$175.00 Application/Registration Fee (non-refundable)

Remaining balance: \$600.00

2 monthly payments of \$300.00

4. Monthly Payment Plan

\$100.00 Application/Registration Fee (non-refundable)

Remaining balance: \$675.00

5 weekly payments of \$100.00

1 final payment of \$175.00

2. Tuition Refund Schedule

Students who officially withdraw from a course or program may be eligible for a partial refund of tuition based on the following schedule:

Before Course Start Date: 100% tuition refund (excluding application/registration fees)

Week 1 of Course: 75% tuition refund

Week 2 of Course: 50% tuition refund

Week 3 of Course: 25% tuition refund

After Week 3: No refund will be issued

3. Withdrawal Process

To be eligible for any refund, students must submit a formal written withdrawal request to the administration office. The effective date of withdrawal will be the date the request is received.

4. Non-Participation

Failure to attend classes or participate in coursework does not constitute official withdrawal. Students who do not formally withdraw will not be eligible for a refund.

5. Program Cancellation

If Florida Theological Chaplaincy Academy cancels a course or program for any reason, students will receive a full refund of all tuition paid, including applicable fees.

6. Transfer of Tuition

In certain circumstances, students may request to transfer paid tuition to a future course session instead of receiving a refund. Approval is granted at the discretion of the administration.

7. Special Circumstances

Requests for exceptions due to emergencies or extenuating circumstances (such as medical issues) may be reviewed on a case-by-case basis. Supporting documentation may be required.

8. Refund Processing

Approved refunds will be processed within 7–14 business days from the date of approval and issued using the original method of payment whenever possible.

Florida Theological Chaplaincy Academy reserves the right to update or modify this policy at any time. Students will be notified of any changes in writing.

Chaplaincy Certification Program

Florida Theological Chaplaincy Academy

Program Overview

The Chaplaincy Certification Program is an intensive training designed to prepare individuals for spiritual care, pastoral counseling, and crisis ministry in diverse settings such as hospitals, nursing homes, correctional facilities, and community outreach.

- Duration: 8 Weeks
 - Format: Online / Hybrid / In-Person
 - Certification Awarded: Certified Chaplain
 - Credential Outcome: Ordination Eligibility
-

Program Description

This program provides a biblically grounded and clinically informed approach to chaplaincy. Students are trained to offer emotional, spiritual, and pastoral care to individuals and families during times of crisis, illness, grief, and transition.

The curriculum integrates:

- Biblical theology
 - Pastoral care techniques
 - Crisis intervention strategies
 - Ethical and professional standards
-

Course Curriculum

Module 1: Work of a Chaplain

- Role and responsibilities of a chaplain
 - Ministry identity and calling
 - Ethics and confidentiality
-

◆ **Module 2: Sharpen Your Discernment**

- Developing Spiritual Discernment
- Experiencing God in ministry
- Personal Prayer Life

◆ **Module 3: Praise & Worship Leadership**

- Types of Prayer
- Leading Worship Services
- Praise and Worship Integration

◆ **Module 4 Understanding Prayer**

- Active listening skills
- Emotional and Spiritual Assessment
- Christian Counseling Basics

◆ **Module 5: Experiencing God**

- Death notification procedures
- Grief and bereavement care
- Trauma-informed ministry

◆ **Module 6: Strategic Spiritual Warfare**

- Hospital and healthcare chaplaincy
 - Patient interaction and documentation
 - Interdisciplinary teamwork
-

◆ **Module 7: Seven Places Jesus Shed His Blood**

- Redemption
- Provision

Seven Aspects of Communion

- Covenant and Remembrance
- Spiritual Nourishment and Healing
- Unity and Fellowship

What is a Prayer Shawl?

- Spiritual Garment of devotion
- Biblical and Traditional Significance
- Symbol of Comfort and Covering

Ministry Integrity

- Officiating Weddings
 - Conducting funerals
 - Baptism, Christening, and Baby Dedication
-

◆ **Module 8: Leadership & Communication**

- Death notification procedures
- Grief and bereavement care
- Trauma-informed ministry
- Officiating Weddings
- Conducting Funerals
- Baptism, Christening, and Baby Dedication

Clinical Pastoral Education (CPE)

- Cultural sensitivity
 - Communication styles
 - Conflict resolution
-

Learning Outcomes

Upon completion, students will be able to:

- Provide spiritual care in crisis situations
 - Conduct religious services and sacraments
 - Offer grief and bereavement support
 - Demonstrate ethical chaplaincy practices
 - Serve effectively in healthcare and ministry environments
-



Admission Requirements

Applicants must:

- Be at least 18 years old
 - Demonstrate a calling to ministry
 - Complete application form
 - Agree to code of ethics
-



Assessment & Completion

- Weekly assignments
 - Participation in discussions
 - Final exam or practicum
 - Minimum attendance requirement
-



Certification Requirements

To receive certification, students must:

- Complete all 8 modules
 - Pass final assessment
 - Fulfill attendance requirements
-



Career Opportunities

Graduates may serve as:

- Hospital Chaplain
- Hospice Chaplain
- Prison Chaplain
- Nursing Home Chaplain
- Community or Church Chaplain

Program Highlights

Flexible learning options

- Practical, hands-on ministry training
- Biblically sound curriculum
- Leadership development focus

Grading System & Attendance Policy

Florida Theological Chaplaincy Academy

Grading System

Florida Theological Chaplaincy Academy maintains a standard of academic excellence designed to ensure that students are both knowledgeable and prepared for effective ministry. Student performance is evaluated through assignments, exams, participation, and practical application.

Grading Scale:

A (90–100%) – Excellent: Demonstrates outstanding understanding, application, and engagement

B (80–89%) – Good: Above-average performance with strong comprehension

C (70–79%) – Satisfactory: Meets minimum course requirements

D (60–69%) – Needs Improvement: Below standard; limited understanding

F (Below 60%) – Failing: Does not meet course requirements

Additional Grading Components:

Class Participation & Engagement

Written Assignments & Projects

Quizzes and Exams

Practical Ministry Demonstrations (where applicable)

Passing Requirement:

Students must achieve a minimum grade of 70% (C) to successfully pass a course and receive credit toward certification.

Attendance Policy

Consistent attendance and active participation are essential components of student success and spiritual development.

Attendance Expectations:

Students are expected to attend all scheduled classes (live or online) and complete all coursework on time

Active participation in discussions, assignments, and ministry activities is required.

Absences:

Students may have up to 2 excused absences during an 8-week course.

Absences must be communicated to the instructor in advance when possible.

Excessive Absences:

More than 2 absences may result in a reduction of the final grade.

Students who miss a significant portion of the course may be required to retake the class.

Code of Conduct

Florida Theological Chaplaincy Academy

Florida Theological Chaplaincy Academy is committed to fostering a Christ-centered, respectful, and professional learning environment. All students are expected to uphold the highest standards of integrity, character, and conduct in alignment with biblical principles and the Academy's mission.

1. Christian Character and Integrity

Students are expected to demonstrate honesty, humility, respect, and accountability in all academic and ministry-related activities. Integrity in both personal and professional behavior is essential to the calling of chaplaincy.

2. Respect for Others

All students must treat fellow students, faculty, staff, and community members with dignity and respect. Discrimination, harassment, or inappropriate behavior of any kind will not be tolerated.

3. Academic Integrity

Students are required to submit original work and properly acknowledge any sources used. Cheating, plagiarism, or any form of academic dishonesty is strictly prohibited and may result in disciplinary action, including dismissal.

4. Professional Conduct

Students are expected to conduct themselves in a professional manner at all times, especially during ministry training, fieldwork, and interactions with the public. Confidentiality, ethical decision-making, and appropriate boundaries must be maintained.

5. Attendance and Participation

Active participation and consistent attendance are required for successful completion of all courses. Students are responsible for staying engaged and completing assignments on time.

6. Dress and Presentation

Students should maintain appropriate attire and presentation, especially during ministry assignments or official Academy functions, reflecting professionalism and respect for the role of a chaplain.

7. Use of Technology

Technology and online platforms must be used responsibly. Any misuse, including inappropriate communication or disruption of online learning, may result in disciplinary action.

8. Conflict Resolution

Students are encouraged to resolve conflicts in a respectful and biblical manner. When necessary, concerns should be brought to the appropriate faculty or administration for guidance and resolution.

9. Substance-Free Environment

The Academy promotes a substance-free environment. The use of illegal drugs, abuse of alcohol, or any behavior that impairs judgment or conduct is strictly prohibited during any Academy-related activity.

10. Disciplinary Action

Violations of this Code of Conduct may result in disciplinary measures, including warnings, probation, suspension, or dismissal from the Academy, depending on the severity of the offense.

Commitment to Excellence

By enrolling in Florida Theological Chaplaincy Academy, students agree to uphold this Code of Conduct and commit to living a life that reflects the values of faith, service, and integrity. Our goal is to cultivate leaders who not only serve effectively but also represent Christ with honor and excellence in every setting.

Certification Requirements

Florida Theological Chaplaincy Academy

To receive certification from Florida Theological Chaplaincy Academy, students must successfully complete all academic, spiritual, and practical components of the program. Certification affirms that the student is prepared to serve effectively in chaplaincy and ministry settings.

1. Program Completion

Successfully complete the full 8-week chaplaincy training program or designated course of study

Fulfill all required modules, lessons, and instructional hours

2. Academic Performance

Achieve a minimum final grade of 70% (C) or higher in each course
Complete all required assignments, exams, and coursework

3. Attendance & Participation

Maintain consistent attendance in all classes (live or online)
Actively participate in discussions, activities, and ministry training sessions

4. Practical Ministry Training

Successfully complete all practical/clinical components, including:
Pastoral care exercises
Role-play scenarios (e.g., hospital visits, grief support, crisis response)
Ministry demonstrations (weddings, funerals, baptisms, etc.)

5. Final Assessment

Pass the final exam or capstone assessment demonstrating knowledge and application of chaplaincy principles
Complete any required final project, reflection paper, or ministry evaluation

6. Spiritual and Ethical Standards

Demonstrate Christ-centered character, integrity, and professionalism throughout the program

Adhere to the Academy's Code of Conduct

7. Financial Clearance

All tuition and fees must be paid in full prior to certification issuance

8. Graduation Approval

Receive final approval from the Academy's administration and/or program director
Meet all institutional and academic requirements without outstanding obligations

Certification Awarded

Upon successful completion, students will receive:

Certificate of Completion in Chaplaincy Training
Official documentation verifying training and program completion
Optional Advancement
Graduates may also be eligible to pursue:
Ordination (where applicable)
Advanced ministry or chaplaincy programs
Continued education in theology, counseling, or pastoral care
Commitment to Calling

Certification from Florida Theological Chaplaincy Academy represents more than academic achievement—it reflects readiness to serve with compassion, wisdom, and spiritual authority. Graduates are equipped to minister in diverse environments and to make a meaningful impact in the lives of those they serve.

Student Orientation & Important Dates

Florida Theological Chaplaincy Academy

Student Orientation

All new students are required to participate in an official Student Orientation prior to the start of classes. Orientation is designed to prepare students spiritually, academically, and administratively for success in the program.

Orientation Overview:

Welcome from leadership and faculty
Overview of the 8-week chaplaincy program
Review of course structure, expectations, and assignments
Introduction to online learning platform and materials
Explanation of policies (attendance, grading, code of conduct)
Guidance on ministry readiness and spiritual preparation
Question & answer session

Orientation Format:

Conducted online (live or recorded session)
Approximately 1–2 hours in duration
Orientation Requirement:
Attendance is mandatory for all incoming students

Students who miss orientation must complete a make-up session before beginning coursework

Program Start Dates

Florida Theological Chaplaincy Academy offers multiple enrollment periods throughout the year to provide flexibility for students.

Upcoming Cohorts:

Spring Cohort

Orientation: March 14
Classes Begin: March 16
Classes End: May 5

Summer Cohort

Orientation: May 16
Classes Begin: May 18
Classes End: July 7

Orientation: July 18
Classes Begin: July 20
Classes End: Sept 8

Fall Cohort

Orientation: September 19
Classes Begin: September 21
Classes End: November 10

Winter Cohort

Orientation: January 10
Classes Begin: January 12
Classes End: March 3

Important Notes

Enrollment deadlines are typically 1 week prior to the orientation date
Students are encouraged to register early to secure placement
Dates may be subject to change; official confirmation will be provided upon enrollment

Commitment to Preparation

Student Orientation marks the beginning of your journey at Florida Theological Chaplaincy Academy. It is a vital step in ensuring that every student is informed, prepared, and spiritually aligned to begin their training with confidence and clarity.
“Start Strong. Stay Committed. Finish Equipped.”

Florida Theological Chaplaincy Academy Graduation Application

Students who have successfully completed all program requirements must submit a Graduation Application to be considered for certification and participation in the graduation ceremony.

Application Requirements:

- Completion of all coursework and program requirements
- Minimum passing grade of 70% (C) in all courses
- Fulfillment of attendance and participation standards
- Completion of final exam or capstone project
- All tuition and fees paid in full

Application Process:

- Submit a completed Graduation Application Form
- Provide any required final documentation (assignments, evaluations, etc.)
- Receive administrative review and approval

Application Deadline:

- Graduation applications must be submitted no later than 2 weeks prior to the scheduled graduation date
- Graduation Dates (Sample Schedule)
- Graduation ceremonies are held at the conclusion of each cohort to honor and celebrate student achievement.

Upcoming Graduation Ceremonies:

- Fall Cohort Graduation
- Date: November 21, 2026

Graduation Ceremony Details

- Format: Virtual or In-Person (as announced)
- Attire: Formal or ministry attire (cap and gown optional, if provided)
- Participants: Graduating students, faculty, family, and invited guests

Ceremony Highlights:

- Opening prayer and welcome
- Remarks from Founder and Leadership
- Student recognition and certificate presentation
- Charge to graduates
- Closing prayer and celebration
- Certification Distribution

Certificates are issued at the graduation ceremony or mailed within 7–14 business days after graduation

Official transcripts may be requested separately

Commitment to Completion

Graduation is a significant milestone that represents dedication, spiritual growth, and readiness for ministry. Florida Theological Chaplaincy Academy celebrates each graduate’s achievement and commissioning into service. “From Calling to Commissioning.”

Florida Theological Chaplaincy Academy
Official Transcript Request Form

Student Information

Full Name: _____
Maiden/Former Name (if applicable): _____
Date of Birth: _____
Student ID (if assigned): _____
Phone Number: _____
Email Address: _____
Mailing Address
Street Address: _____
City: _____ State: _____ Zip Code: _____

Transcript Request Details

Type of Transcript Requested:

- Official Transcript
 - Unofficial Transcript
- Delivery Method:
- Email (Unofficial Only)
 - Mailed (Official/Unofficial)
 - Pick-Up (if available)

Number of Copies Requested: _____
Recipient Information (Where transcript should be sent)
Name of Recipient/Institution: _____
Attention To (if applicable): _____
Mailing Address: _____
City: _____ State: _____ Zip Code: _____
Email Address (if applicable): _____
Program Information
Program Completed: _____
Dates of Attendance: _____
Graduation Date (if applicable): _____
Processing Information
Processing Time: 5–10 business days
Transcript Fee: \$_____ (if applicable)

Authorization

I hereby authorize Florida Theological Chaplaincy Academy to release my academic transcript as requested above. I understand that all financial obligations must be satisfied before transcripts are released.

Student Signature: _____

Date: _____

Office Use Only

Date Received: _____

Payment Received: Yes No

Processed By: _____

Date Sent: _____

Submission Instructions:

Please submit this completed form via email or mail to the Academy's administrative office.

STUDENT INFORMATION

Last Name		First	M.I.	Date
Street Address			Apartment/Unit #	
City		State	ZIP	
Phone		E-mail Address		
Other Phone#		Social Security No. XXX-XX-XXXX	Date of Birth / Place of Birth	

Program Applied for _____

Are you a citizen of the United States, are you a permanent resident YES NO If yes, Alien Registration Number _____ If no, are you authorized to work in U.S.? YES NO

Do you have a U.S. Visa Number? Yes No If yes, type _____ If you are not a U.S. citizen permanent resident, please respond to the following;

In order to obtain F1 or J1 student status, I will need:	
_____ I20 Form (F1 student status)	_____ DS 2029 Form (J1 student status)
Keep in mind that individuals in tourist status may not engage in full time studies in the united States	

Country of Citizenship _____ Passport Number _____

Have you ever been convicted of a Felony? YES NO If yes, explain. _____

Where did you earn a degree? _____ Location City/State _____
 Date of degree (Month/Year) _____ Type of degree _____

Have if ever been discipline by a student or faculty judicial board of misconduct, or have you ever been convicted of a crime (other than for a traffic offense? Yes No If yes, explain _____

EDUCATION

High School		Address	
From	Did you graduate?		
To			
College		Address	
From	Did you graduate?	Degree	
To			
Other		Address	
From	Did you graduate?	Degree	
To			

Optional Information

Disclaimer: The following is intended for use solely in connection with its voluntary or remedial efforts, is on a voluntary basis, will be kept confidential, will be used only in accordance with this provision, and refusal to provide this information will not subject the applicant to any adverse treatment.

How would you describe yourself? **Please underline one:** _____

Native American or Eskimo Black or African American White, Caucasian, Non-Hispanic Asian or Pacific Islander

If Hispanic American, please include:

Cuban or Cuban-American Latin American or Central South American Puerto Rican Mexican/Chicano

MILITARY SERVICE

Branch	From	To
Rank at Discharge	Type of Discharge	
If other than honorable, explain		

DISCLAIMER AND SIGNATURE

I certify that my answers are true and complete to the best of my knowledge. If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.

Signature	Date
-----------	------

CHURCH / MINISTERIAL AFFILIATION

Pastor's/Director's Name	Denomination
Church/Organizations Name	Telephone
Address	City and State
Your Ministry	Years Served

PERSONAL REFERENCE

Name	Telephone	Email

Check the preferred:

<input type="checkbox"/>	Chaplain Pastor
<input type="checkbox"/>	Pastor Chaplain

Important Note: The application must be filled out completely. **Please attach your photograph, cover letter, resume, copies of transcripts, and a copy of your diploma (s) and/or certificates with the tuition fee.**

Florida Theological Chaplaincy Academy, is committed to a policy of providing educational opportunities to all academically qualified students regardless of economic or social status and will not discriminate based on race, color, ethnic origin, national origin, creed, religion, political belief, sex, marital status, age, veteran status, or physical or mental disability.

Ministry Release Form
Florida Theological Global Ministries, Inc.
Florida Theological University
Subsidiaries and Affiliates

I _____, fully understand that any counseling that I receive from a counselor representing the deliverance team is merely to point me to the biblical truth concerning my situation.

I _____ furthermore understand counselors associated with the deliverance team are not licensed to give legal and/or medical counsel. Therefore, if I should need legal and/or medical consultation, I will consult an attorney and/or doctor.

I _____ hereby release as a corporation any of the counselors representing the deliverance team individually, from any legal action by myself or anyone representing myself of any counseling now or in the future.

I _____ give "Florida Theological University permission to use my photo or pictures and any written type on radio, or TV, for advertisement, brochures, and on social media.

I _____ fully understand that Florida Theological University is a bible believing ministry that doesn't believe in same-sex marriage union or relationship practices. Florida Theological University believes marriage consists of one man and one woman.

I _____ of my own free will and accord, agree to all provisions listed above.

I _____ fully understand that all Florida Theological University academic material (Academic materials mean any printed, digital, compiled, or computer-generated educational materials, including books, whether sold or rented, that a student is required or recommended to use in connection with an educational course offered by Florida Theological University.) Academic material can be used for personal use only and cannot be used for commercial, public, or financial gain without written and signed permission from Florida Theological Global Ministries, Inc.

I have read this agree and understand it completely.

Signature _____

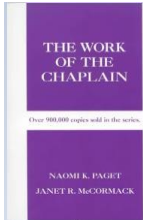
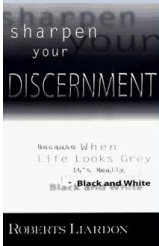

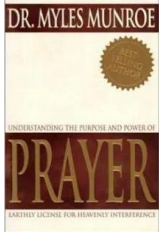
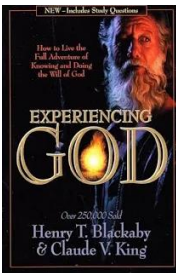
Date _____

Witness _____

Date _____

Witness _____

Date _____

	<p>The Work of a Chaplain</p> <p>Authors Naomi K. Paget & Janet R. McCormack. ISBN: 978-08170-1499-5. Do you feel led to ministry outside the walls of the church? This class uncovers <u>the</u> historical and biblical foundations for chaplaincy. The student will explore the universal <u>chaplaincy</u> issues of accountability, privacy, personal ethics, spiritual assessment, and self-care.</p>
	<p>Sharpen Your Discernment</p> <p>ISBN: 1-5778-029-9. Author Roberts Liardon. Because When Life Looks Grey it's Really Black & White Spiritual Discernment is a vital part of your being. In this book, Roberts Liardon shows you that life really is Black and White. He will explain how to listen to the wisdom and experience God has already built into your life, as well as help you understand discernment and how you can begin to powerfully use it in every area of your life.</p>
	<p>Worship Believers Experiencing God</p> <p>Worship Believers Experiencing God, Author Henry (Praise & Worship Experiencing God) Blackaby & Ron Owens. ISBN: 0-7673-9378-3. This six-week interactive study presents a process where God brings you face-to-face with His truth, then guides you to interact with that truth. This study brings the pastor, staff, church leaders, and congregation to a mutual conviction regarding what worship is as God has revealed it in His word. The purpose of this study is to help a church corporately come to the unity of heart and life in their understanding and experience of God's requirements and standards for worship.</p>
	<p>Understanding the Power and Purpose of Prayer</p> <p>Understanding the Purpose of Prayer, Author Dr. Myles Munroe ISBN: 0-88368-442-X. The student will learn the biblically based, time-tested principle of prayer. It will transform the way they pray. Students will enter into a new dimension of faith, a deeper revelation of God's love, and a renewed understanding that their prayers can truly move the hand of God.</p>
	<p>Experiencing God</p> <p>Experiencing God, (Knowing and Doing the Will of God) Author Henry T. Blackaby & Claude V. King ISBN: 080540197-0. This class challenges Christians to experience the fullness <u>of</u> a life lived in fellowship with the loving, personal God. It teaches how God reveals Himself <u>to</u> each of us in special and exceptional ways. This class is designed to show the student how to <u>deepen</u> their relationship with God.</p>



Contact Us

Florida Theological Chaplaincy Academy (FTCA)

We are here to assist you with admissions, enrollment, chaplaincy certification, and general inquiries.



Mailing Address

Florida Theological Chaplaincy Academy
P.O. Box 120383
Fort Lauderdale, Florida 33312
ftgmedu.org



Campus / Office Location

2420 NW 31 Avenue
Fort Lauderdale, Florida 33311

MapQuest



Phone Contacts

Office: (954) 541-3900
ftgmedu.org
Main Line / Mobile: (754) 245-4093
ftgmedu.org



Email

General Inquiries: info@ftgmedu.org
ftgmedu.org



Online & Social Media

Website: Visit Official Website
Facebook: FTCA Chaplains Page
ftgmedu.org



Office Hours

By appointment or scheduled communication (call or email recommended for fastest response).



Connect With Us

Whether you are called to chaplaincy, ministry, or spiritual leadership, our team is ready to guide you through:

Enrollment & Admissions
Chaplaincy Certification Programs
Ordination Pathways
Student Support Services