



Florida Theological Chaplaincy Academy Application for Admission

For Office Use Only
Date Received _____
Deposit Fee Received _____

Please complete all page this application to the best of your ability
Attach a non-refundable check or money order payable to Florida theological Chaplaincy Academy
PLEASE PRINT OR TYPE

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;									
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="2" style="text-align: center;">In order to obtain F1 or J1 student status, I will need:</td> </tr> <tr> <td style="width: 50%; text-align: center;">_____ I20 Form (F1 student status)</td> <td style="width: 50%; text-align: center;">_____ DS 2029 Form (J1 student status)</td> </tr> <tr> <td colspan="2" style="height: 20px;"> </td> </tr> </table>				In order to obtain F1 or J1 student status, I will need:		_____ I20 Form (F1 student status)	_____ DS 2029 Form (J1 student status)		
In order to obtain F1 or J1 student status, I will need:									
_____ I20 Form (F1 student status)	_____ DS 2029 Form (J1 student status)								
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
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Ministry Information

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

I, _____, acknowledge and understand that any counseling, spiritual guidance, prayer ministry, deliverance ministry, or pastoral care I receive from representatives, ministers, chaplains, counselors, or members of the ministry team is intended solely to provide biblical and spiritual guidance based upon Christian principles and the teachings of Scripture.

I further understand that counselors, ministers, chaplains, and members of the deliverance team are not licensed attorneys, physicians, psychologists, psychiatrists, or other licensed healthcare professionals unless otherwise specifically identified. Therefore, any legal, medical, psychological, or professional advice that may be needed should be obtained from a qualified licensed professional. I agree to seek such professional assistance when appropriate.

I hereby release and hold harmless Florida Theological Global Ministries, Inc., Florida Theological Chaplaincy Academy, its subsidiaries, affiliates, officers, directors, employees, volunteers, ministers, chaplains, counselors, and deliverance team members from any and all claims, liabilities, actions, damages, or causes of action arising from counseling, prayer ministry, spiritual guidance, deliverance ministry, or related services received now or in the future.

Media Release Authorization

I hereby grant Florida Theological Global Ministries, Inc., Florida Theological Chaplaincy Academy, and its affiliates permission to use photographs, video recordings, audio recordings, written testimonials, statements, or other media containing my likeness, image, voice, or testimony for educational, promotional, ministry, advertising, broadcast, publication, website, social media, radio, television, brochures, newsletters, and other ministry-related purposes without compensation.

Statement of Religious Beliefs

I acknowledge that Florida Theological Chaplaincy Academy and Florida Theological Global Ministries, Inc. are Bible-believing Christian organizations that adhere to traditional biblical teachings concerning marriage and human sexuality. I understand that the ministry affirms marriage as a covenant union between one biological man and one biological woman as taught in Scripture.

Academic Materials and Copyright Agreement

I understand that all academic materials provided by Florida Theological Chaplaincy Academy—including but not limited to printed materials, digital materials, books, manuals,



workbooks, presentations, videos, course content, compiled educational resources, and computer-generated materials—are protected by copyright and intellectual property laws.

These materials are provided solely for my personal educational use. I agree that I will not reproduce, distribute, publish, modify, sell, share, teach from, or otherwise use these materials for commercial, public, organizational, or financial gain without the prior written consent of Florida Theological Global Ministries, Inc.

Acknowledgment and Agreement

I certify that I have carefully read this Ministry Release Form in its entirety. I fully understand its contents and voluntarily agree to all terms and conditions stated herein. I sign this agreement freely and without coercion.

Participant Name: _____

Signature: _____

Date: _____

Witnesses

Witness #1: _____

Signature: _____

Date: _____

Witness #2: _____

Signature: _____

Date: _____

For additional legal protection, you may also want to add sections covering **confidentiality**, **assumption of risk for deliverance ministry**, and a **governing law/jurisdiction clause** for the State of Florida.



Statement of Faith and Ministerial Commitment

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. It is the supreme rule of faith, doctrine, and conduct for all believers.

2. The One True God

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

3. Jesus Christ

We believe that Jesus Christ is God manifested in the flesh, conceived by the Holy Spirit and born of the virgin Mary. He lived a sinless life, performed mighty works and miracles, died as the atoning sacrifice for the sins of humanity, rose bodily from the dead, ascended into heaven, and now reigns as Lord and Savior at the right hand of the Father.

4. Salvation

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

5. The Holy Spirit

We believe in the present and active ministry of the Holy Spirit, who indwells, empowers, guides, and sanctifies believers for holy living and effective Christian service. We further believe that the Holy Spirit distributes spiritual gifts for the edification and ministry of the Church.

6. Christian Ordinances

We believe in the observance of water baptism and Holy Communion (the Lord's Supper) as sacred ordinances instituted by Jesus Christ and practiced by the Church.



7. The Church

We believe that the Church is the Body of Christ, composed of all born-again believers, united in fellowship, worship, discipleship, evangelism, ministry, and service to the world.

8. Christian Living

We believe that believers are called to live lives that honor God, demonstrating faith, obedience, integrity, holiness, love, and Christ like character in their daily conduct.

9. Stewardship

We believe in biblical stewardship and the faithful practice of tithes and offerings as acts of worship, gratitude, obedience, and support of God's work. We further affirm that pastors, ministers, and Christian leaders are called to model faithful stewardship by returning their tithes and offerings to the local church and supporting the advancement of the Gospel.

10. Eternal Destiny

We believe in the reality of eternal life through Jesus Christ, the existence of heaven as the eternal dwelling place of the redeemed, and the future resurrection and final judgment according to the Scriptures.

Ministerial Commitment

As an applicant, I affirm my agreement with the doctrines and beliefs set forth in this Statement of Faith.

I further acknowledge and accept the biblical qualifications and spiritual standards for Christian leadership as outlined in **1 Timothy 3:1–7**, and I commit myself to pursuing a life of integrity, godly character, and faithful ministry.

I also agree to abide by the spiritual guidelines, ethical standards, and ministerial expectations established by **Florida Theological University** and the **Florida Theological Chaplaincy Academy**.

Applicant's Name: _____



Applicant's Signature: _____

Date: _____

This version provides a more formal theological statement suitable for admissions, chaplaincy training, ministerial credentialing, and accreditation documentation.

Tuition Payment and Refund Policy

1. Tuition Payment Plans

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

Option 1: Full Payment

- Total Tuition: **\$775.00**
- Due at Enrollment: **\$775.00**
- **Discounted Rate:** \$750.00 if paid in full at the time of enrollment

Option 2: Bi-Weekly Payment Plan (8 Weeks)

- Application/Registration Fee: **\$175.00** (non-refundable)
- Remaining Tuition Balance: **\$600.00**
- Four (4) bi-weekly payments of **\$150.00**

Option 3: Weekly Payment Plan (8 Weeks)

- Application/Registration Fee: **\$175.00** (non-refundable)
- Remaining Tuition Balance: **\$600.00**
- Six (6) weekly payments of **\$100.00**

Option 4: Monthly Payment Plan

- Application/Registration Fee: **\$175.00** (non-refundable)
- Remaining Tuition Balance: **\$600.00**
- Two (2) monthly payments of **\$300.00**

Option 5: Extended Weekly Payment Plan

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



- Remaining Tuition Balance: **\$675.00**
- Five (5) weekly payments of **\$100.00**
- One (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 tuition refund according to the following schedule:

Withdrawal Date	Tuition Refund
Before Course Start Date	100% of tuition paid (excluding application/registration fees)
During Week 1	75% tuition refund
During Week 2	50% tuition refund
During Week 3	25% tuition refund
After Week 3	No refund

Note: Application and registration fees are non-refundable under all circumstances except in cases where the Academy cancels the program.

3. Withdrawal Process

To be eligible for any tuition refund, students must submit a **written withdrawal request** to the Administration Office. The effective date of withdrawal will be the date the written request is received.

4. Non-Participation

Failure to attend classes, complete assignments, or participate in coursework does **not** constitute an official withdrawal. Students who do not formally withdraw will remain responsible for all tuition and fees and 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 and fees paid**.

6. Transfer of Tuition

In certain circumstances, students may request that paid tuition be transferred to a future course or program session rather than receiving a refund. Such requests are subject to administrative review and approval.

7. Special Circumstances

Requests for exceptions due to medical emergencies, family crises, military obligations, or other extenuating circumstances may be considered on a case-by-case basis. Supporting documentation may be required.

8. Refund Processing

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

Policy Changes

Florida Theological Chaplaincy Academy reserves the right to revise, amend, or update this Tuition Payment and Refund Policy at any time. Students will be notified in writing of any policy changes that may affect their enrollment.

Effective Date: _____

Florida Theological Chaplaincy Academy

"Preparing Chaplains to Serve with Excellence, Compassion, and Biblical Integrity."



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Florida Theological Chaplaincy Academy

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"Equipping Chaplains and Christian Leaders for Excellence in Ministry and Service."

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permission from the publisher." This is commonly used in academic catalogs and student handbooks.