



Admissions

*“Enter into his gates with thanksgiving, and into his courts
with praise. Be thankful unto him and bless his name”.*

Psalm 100:4

ADMISSIONS

ADMISSIONS REQUIREMENTS & PROCESS

Ability-to-benefit. If a student does not have a high school diploma or the equivalent, Heritage Bible College will consider admission on an individual basis. A student may enroll and take individual courses under the Ability-to-Benefit requirements. Such academic credits could be validated upon completion of work for a high school diploma or passing tests of General Education Development (GED).

If admitted under this learning program, the student is required to:

- Pass the ACT ASSET Test with a minimum score of 35 in both the reading and writing portions. This test is administered at Heritage Bible College.

If a student scores less than 35 in either the reading or writing portion of the ACT ASSET Test, he or she may be admitted at the discretion of the admissions office BUT WILL NOT BE ELIGIBLE FOR STUDENT FINANCIAL AID under any Title IV, HEA financial aid program. Students can retake the complete instrument following the retest guidelines established by ACT regarding time periods, required forms, and reasons for retesting.

- Successfully complete GED tests by the end of the second semester.

For additional information, contact the Admissions Office at (910) 892-3178 or 800-297-6351 extension 233 or 223. You may also visit the College website at www.heritagebiblecollege.edu or send an e-mail to generalinfo@heritagebiblecollege.edu or to admissions@heritagebiblecollege.edu.

Admissions Information. For more information about admission requirements, contact the Admissions Office at the following address:

Admissions Office
Heritage Bible College
P.O. Box 1628
Dunn, NC 28335
910-892-3178 or 800-297-6351
admissions@heritagebiblecollege.edu

Admissions Requirements. Anyone who applies for admission to Heritage Bible College should be earnestly seeking God's will for his or her life and sincerely interested in preparing for volunteer or career Christian service.

Application Process. Students interested in enrolling at Heritage Bible College must satisfactorily submit all required materials at least two weeks prior to the beginning of the fall or spring semester. (See semester calendars for dates.)

Personal interviews may be requested as a part of the review process prior to acceptance. The Admissions Committee will make a decision and once a student is accepted, a letter notifying acceptance is sent from the Admissions Office.

Applying. To apply for admission at Heritage, the following materials and a non-refundable application fee must be submitted to:

Office of Admissions
Heritage Bible College
P.O. Box 1628
Dunn, NC 28335
910-892-3178 or 800-297-6351

- **Application form and \$25 non-refundable application fee.**
- **Dormitory Fee** - dorm students only.
- **General Reference** – A close friend should complete the form and return it to the College.
- **Immunization Verification** - North Carolina State laws require proof of required immunizations for on campus weekday students prior to college enrollment.
- **Letter of Purpose** - a written statement telling why you would like to attend Heritage Bible College.
- **Medical History Form** - verification of health history and status for use in the event of an emergency is to be completed by the applicant.
- **Official High School Transcript, or GED** –required **ONLY** if the applicant has not attended any other recognized college.
- **Official Transcript** from any College previously attended.

- **Pastoral Reference** - a pastoral reference form must be completed by the student's pastor verifying Christian character.

All student files are kept confidential.

Note: Please see Finance section for details on fees.

Immunization Record. All new daytime on-campus students are required to present proof of immunizations to the Admissions Office. **Students who fail to comply with these requirements will not be allowed to remain in attendance at Heritage Bible College.**

Online Registration. Continuing students must register for all classes at the time of registration, including first and second session online classes. Only new students may register for second session online classes at the time of those classes being offered.

Orientation. Attendance at orientation is required for all new on campus students. The orientation process introduces students to the campus, College administration, faculty, staff and College traditions and requirements. Information is given regarding study, work, Christian living, class schedules, and registration. Students accepted for admission to Heritage Bible College are notified of the date and time for orientation, testing, and registration. **Attendance is mandatory.**

Registration. A late fee of \$35 will be charged for registration after the deadline (see semester calendars for dates). Students should report to the Admissions office to complete the registration process.

Testing. Skills testing is required of all new students who do not have appropriate transfer credits in general education from other colleges or institutions.

Asset Test. This test of reading and writing skills ranks each new student in these two areas. Counseling and placement are based on test results. Transfer students with approved credits in English are not required to take the test.

Bible Test. All freshmen are required to take the Standardized Bible Content Test (SBCT). Scores enable the faculty and administration to evaluate and adjust the Bible curriculum. Seniors retake the test as an exit exam prior to graduation.

INTERNATIONAL STUDENTS

International Students. Heritage Bible College is approved under federal law for the education of non-immigrant international students.

International students who are sincerely interested in preparing for Christian service should contact the Admissions Office at 910-892-3178 or 800-297-6351, for more information or visit the College website at www.heritagebiblecollege.edu.

Test of English as a Foreign Language. Applicants whose native language is other than English must demonstrate their proficiency in the English language by scoring 500 or more on the paper-based Test of English as a Foreign Language (TOEFL) or a score of 173 on the computer-based version of the test.

The Test of English as a Foreign Language (TOEFL) measures the ability of non-native speakers of English to use and understand North American English as it is spoken, written, and heard in College and university settings.

The test measures English language proficiency in reading, listening and writing and is offered on computer in most regions of the world. In areas where access to computer-based testing is limited, a paper-and-pencil version of the test is administered.

More information on taking the TOEFL test may be obtained at www.ets.org.

TRANSFER STUDENTS

Transfer Students. Students may transfer credits for comparable course work done at another College:

- If that college is accredited by a body recognized by the Council for Higher Education Accreditation (CHEA) or the U.S. Department of Education.
- If the course work is relevant to the program of study the student wishes to enter at Heritage.
- If the student is in good standing at that college.

Transfer credits from an unaccredited institution will be transferred if it can be documented that they represent collegiate course work taught by qualified faculty. For more information, contact the Office of the Registrar.

It is the responsibility of students wishing to transfer to submit official transcripts of all work at previous colleges. Transfer credits will be evaluated in terms of the Heritage curriculum, and credit will be allowed whenever possible for equivalent courses taken at another college. If you wish to have your transcript evaluated before enrolling at Heritage, send a written request to the Admissions Office. The Academic Dean will make final determination.

Any transfer student eligible to receive Department of Veteran Affairs (VA) benefits must submit to the Registrar official transcripts of all collegiate work prior to Heritage. All college transcripts must be evaluated and any appropriate credit granted before the student's enrollment will be certified for VA benefits.

Only course work earned at the quality level of a "C" or above will receive transfer credit. Since course hours, but not grades, are eligible for transfer, transfer credits will not be computed in determining grade point average, eligibility for continuous enrollment, or academic honors.

The final 30 hours of instruction must be taken at Heritage Bible College regardless of the program of study.

