



Finding direction for your life!

RENEW
VIEW



General Information

GENERAL INFORMATION

HISTORICAL HIGHLIGHTS

During the God's Missionary Church conference of 1965, after nearly fifteen years of praying and planning, the possibility of beginning a Bible School was brought to the conference floor. The ministers and delegates were told that an adjoining sixteen-acre plot of ground, owned by Clair Knapp, was available. They went to the hill that day, August 5, 1965, and joined together in a season of prayer. By faith, they claimed the ground for God's work and a school. The General Board was authorized to buy the land, providing the price was reasonable.



Before the next General Conference, the land had been purchased. A groundbreaking service took place on July 31, 1966, the closing day of that year's camp. As a large number of people walked to the hilltop, one man remarked, "It looks like the children of Israel marching toward the land of Canaan." The Lebanon Valley Gospel Band played a few appropriate numbers. General Superintendent, George I. Straub, called on Rev. Truman Wise to read the Scripture. While he read from II Chronicles 6, God placed His visible seal on the school. Rev. Arthur Thomas took a Polaroid picture, for the *God's Missionary Standard*, of Rev. Wise reading the Scripture. Opening the camera, the photographer seemed to hear a voice saying, "This is the seal of my approval upon the school." When the picture developed, a phenomenal seven-branched flame like forked lightning hovered over the Bible. God had clearly made it known that He was pleased and that His presence would continue with them. Rev. Steve

D. Herron, that year's camp evangelist, raised the first \$25,000.00, that afternoon, for the school.

On September 6, 1966, the school opened with 52 students enrolling in grades one through eleven. Classes were conducted in the camp facilities. The dormitories were completely remodeled to accommodate classrooms. They were also rewired and winterized with insulation and a new heating system. Despite the inconveniences placed upon the teachers and students, it was a good year. Rev. Edwin Mayes served as Principal that first year. The steel structure, for the school building, was erected during the camp of 1967.

The second year of operation brought with it many welcomed improvements. Rev. George W. Stepp came to be the first president of the school. Rev. and Mrs. David Fuller, graduates of God's Bible School & College joined the faculty at this time, and he became the High School Principal. The enrollment increased to 132 students. The institute department was born this year, and of the 132 students, 15 of them were enrolled in the institute courses. Eleven dedicated teachers worked and prayed together this school year. Very little murmuring could be heard as the students endured such inconveniences as walking over slippery clay to get to classes, or sitting in rooms that, on a few occasions, were slightly less than comfortable. It was a welcomed relief when they were able to complete the second year in the new school building. The Music Department organized the first school quartet and trio during this second, very successful, school year. Six high school students graduated at the close of this year.

The school continued to expand in many directions. The enrollment for the third year reached a total of 195 students. At the close of this school year, twelve students were given high school diplomas, and the institute witnessed their first graduates. Rev. LaDette Cooley, Music Director, organized the school's first choir, an addition that has helped in the School's publicity. The following year the enrollment went over the 300 mark.

May God be praised for the able men that He has brought forward to steer the school through its uncharted course. Rev. Howard Frey, following Rev. Stepp, did indeed prove to be a great leader and God's man for the job. One of his major interests centered on the development of a library. In a short time a good basic library was established. Several residences for faculty were also added to the campus as a symbol of the forward thrust we enjoyed under his leadership.

After Rev. Frey, Rev. Arthur Thomas was elected to the office of President. He served the



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school in that capacity for seven years; from 1972 to 1979. During this time, Rev. and Mrs. Earl Deetz, Jr., left their pastorate to come to Penn View to serve in an administrative capacity. It wasn't long until he was appointed Executive Vice President. The Deetz's brought with them an enthusiastic lift that proved to be just what was needed at the time. Many improvements were made around the campus during those years including landscaping, sidewalks, chapel renovations, etc. The Dollar-A-Week program had its beginning about this time, which really helped to ease the financial burden. This period of the school's history is to be remembered for the many spiritual victories that were won, for the financial gains that were made, and for the academic and musical accomplishments. The first record was made in 1972. Because of the success of this outstanding recording, the making of records and tapes continued. Sixteen recordings have been offered to the public for their spiritual enrichment.

In 1978, Rev. Deetz was involved in an automobile accident and was unable to continue his work. Again, God had a man. This time the man was Rev. Kenneth Walter. Rev. Walter began to assist Rev. Deetz in hopes that he would recover and be able to return to his duties. When it became apparent that this would not be the case, the General Board placed Rev. Walter in the President's position. Campus development and school spirit continued through Rev. Walter's years of service. His past experience as a builder was a valuable asset to Penn View, and everyone around campus was soon aware that Rev. Walter could still handle hard physical labor with the title of "President" on his door. During his term, the Hallam family provided funds for a beautiful building that stands to the west of the main building as a memorial to Margaret Hallam and her son, Owen. Thank God for their dedication to Christian education.

The excellent dining facility on Penn View's lower campus was completed during these years. God called on a layman by the name of Leonard Raub from the Lebanon God's Missionary Church. This God-sent man, with his zeal and ambition, brought new hope to this project, and soon others began to show interest and bring their tools and finances to the work. In the summer of 1981, Rev. Straub's vision for a new dining hall was fulfilled as the camp meeting crowd gathered for the first meal in the new building. Next, this vigorous leader and his faithful crew ventured a dormitory renovation. The beautiful exterior renovations required many hours of hard work. Thank God for the men and the money that made these needed changes possible. Although the physical changes show up the most, it must also

be noted that these were good years in every other way.

After laboring faithfully for five years, Rev. Walter felt that his work was done. Rev. Garry Spriggs, from Kansas City, was hired to fill the position as President. Although his stay was relatively short, only two years, he worked hard for the advancement of the school. The Tabernacle prayer room annex was renovated to become the Cooley Memorial Prayer and Music Studio. Also, the debt-reduction program was revitalized during Rev. Spriggs' administration enabling the school to make substantial progress in the liquidation of its overall indebtedness.

In 1986, Rev. Paul Martin was elected to serve as President of this God-sanctioned institution. Rev. Martin brought much zeal and vitality, and began to work almost immediately on clearing the indebtedness on the large Administration/Classroom Building. In October 1988, his dream came true. A mortgage burning service was held in the Straub Memorial Tabernacle to commemorate this accomplishment. Even though the total debt at the school was not cleared, a big load was lifted from the monthly obligations. Rev. Martin served faithfully until 1990, when he went to York, Pennsylvania, to pastor.

Rev. John W. Zechman succeeded him. He is the first alumnus to serve as president. God has not lifted His blessings, but continues to pour them out frequently. In the past twelve years numerous changes have been made. The Institute has grown to more than double its previous size, and the Academy has grown also so that the current total of both departments has hit 300 again. Students have come from nearly 20 states and several foreign countries. Because the growth has become so steady it became necessary to construct new buildings. In the spring of 1997, construction of a new dormitory began. It was dedicated in the summer of 2000 and named "Zechman Hall." The area around Zechman Hall, the Dining Hall, and all through the "lower campus" was developed into parking lots and then paved, thus providing sufficient parking for the dormitory students as well as hundreds of visitors who come to campus for various activities. The G. I. Straub Tabernacle has been renovated and is now used on a regular basis for the daily chapel services as well as other services. The library, that was developed during the Frey Administration, has been moved to the former chapel so that more volumes could be added and more study space created. A new maintenance facility was erected, and construction has begun on the Mason/McIntire Student Life Center, which will provide a new music hall,



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additional dining room, snack shop, student lounge, and a gymnasium/auditorium.

Through more than thirty-five years, men and women have been faithful to the calling. Staff and faculty continue to offer themselves as living sacrifices for the cause of Christian education. Hundreds of young men and women have walked from the halls of our school to find the path of life. Many are preaching the glorious Gospel at home and abroad. Others are teaching in Christian schools. Some are preacher's wives. Others are medical missionaries, doctors, sanctified factory workers, leaders, and followers. Yes, they have issued from the halls of our school, and they make it all worth while. May God bless them in all of their pursuits of life, and bless Penn View with all that is needed to meet the challenge of training young people for the work of the Kingdom.

To God be all the glory, great things He hath done!

PHILOSOPHY

Penn View Bible Institute is committed to the historic Christian faith and a philosophy of education based on that faith as it is revealed in the sacred Scriptures.

At Penn View we attempt not to dichotomize knowledge into the mutually exclusive categories "sacred" and "secular," but rather to recognize that "all knowledge comes from God, and all knowledge points to God." The Christian lives in a world which may (and ought to) be explored through serious study which has as its primary goal the glorification of the Creator through a life which reflects subjection to His will and devotion to His service.

The Word of God is the necessary foundation of a proper understanding of man and his world. Hence, there is an emphasis on Biblical studies at Penn View.

The opposite side of the coin is, however, that the Christian needs to be well rounded in his education. Since he is to minister in the real world, he cannot afford to be ignorant of that world in which he lives. Hence, there are general education courses in each program curriculum to provide the future Christian worker the awareness he will need to minister effectively.

Finally, professional courses are included to complete the program of study. These courses are designed to give the Christian worker the expertise he will need to minister in the position God has called him to fill.

MISSION

The Mission of Penn View Bible Institute is

To prepare *Christ-like Servant Leaders*

through higher education that engages *spiritual* transformation, *academic* excellence, *social* integrity, and *practical* experience,

in the conservative Wesleyan-Arminian tradition to fulfill our Lord's *Great Commission*.

CORE VALUES

God, His glory, and worship form the center of all values at Penn View. This center radiates through:

- 1) *Authority of Scripture* (inerrancy) in every area of life (obedience), in all relationships (social), and in all thinking (biblical worldview)
- 2) *Personal Experience* of saving and sanctifying grace; victorious holy living; a life of prayer and faith; Christlikeness that produces integrity in spiritual, moral, relational, financial, and educational dimensions
- 3) *Stewardship* of all resources — mind, body, gifts and abilities, opportunities, influence, time, finance, and natural resources
- 4) *Great Commission* — Spirit-filled evangelism and ministry, emphasizing the dignity and value of each individual; discipleship (including a conservative holiness lifestyle)

INSTITUTIONAL GOALS

For an institution to be effective in achieving its goals, those goals must be clearly stated and must be capable of measurement. At Penn View Bible Institute an earnest effort is made to assist each student to realize each of the following goals in his life. We seek to help the student:

SPIRITUALLY

- To know Christ as personal Savior and to make a total consecration of one's life to Christ in entire sanctification
- To cultivate an increasingly intimate relationship with Christ and a holy character reflective of biblical teaching
- To cultivate a love for the Bible as the Word of God, as the source of our knowledge of



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salvation, as the source of our worldview, and as the guide for holy living

INTELLECTUALLY

- To understand basic Bible content and doctrine
- To construct a biblical worldview
- To obtain general knowledge and to develop intellectual skills of inquiry, analysis, critical thinking, written and oral communication, and ethical reasoning
- To establish an adequate intellectual foundation for professional ministry

SOCIALLY

- To become effective in the cultivation of interpersonal relationships
- To develop communication skills, professional courtesy, and a culture of mutual understanding
- To become a responsible member of social structures such as family, church, nation, and world

PRACTICALLY

- To apply the biblical worldview in problem-solving and in decision-making that includes seeking divine guidance
- To achieve entry-level proficiency in professional Christian service
- To develop commitment to lifelong learning

DOCTRINAL STATEMENT

Penn View Bible Institute adheres to the historic Christian faith as expressed in the Wesleyan-Arminian position.

The Bible, consisting of the sixty-six canonical books of the Old and New Testaments, is the plenary inspired Word of God and is inerrant and infallible in the autographs.

There is one God, eternally coexistent in three Persons: Father, Son, and Holy Spirit.

Jesus Christ is the only begotten Son of God. He was conceived of the Holy Spirit, born of the Virgin Mary, died on the cross for the sins of mankind, was buried, and rose from the dead on the third day following. He ascended to heaven where He is presently seated at the right hand of God to make intercession for the believer. At a time known only to the Father, He will return in power and glory to receive His disciples and to judge the world.

The Holy Spirit, third Person of the Trinity, is the operative Agent in the redemption of mankind. Likewise, He enables men to understand truth,

imparts life to those who repent and believe, and abides as the Comforter of the children of God.

Man was created by God in His own image. Through willful disobedience the first man fell from his original righteousness, incurring both physical and spiritual death. Thus sin came upon the whole human race.

Salvation is by grace through faith in Christ, whose death alone was meritorious in securing salvation for men. Full salvation is received in two crisis experiences. Initially the one who truly repents of his sins and exercises faith in Christ is justified, thus being restored to a right relationship with God through Christ; regenerated, thus receiving new life and the ability to live above willful sin; and adopted, thus becoming a true child of God. Subsequently, the believer may by faith receive the fullness of the Spirit through which the heart is cleansed from all sin and the believer is empowered for effective service. This is sometimes termed entire sanctification. These relationships with God can only be maintained by a consistent walk of obedience and faith.

At the second coming of Christ to the earth, there will be a resurrection of all men; of the saved to everlasting bliss in the presence of God, and of the unsaved to everlasting punishment.

DENOMINATIONAL AFFILIATION

Penn View Bible Institute is sponsored by God's Missionary Church, Inc., but is governed by its Board of Directors. In attitude, the school is non-sectarian, open to qualified young men and women of any denomination. The faculty has traditionally reflected a broad spectrum of denominational affiliations.

OFFICIAL STATEMENT

Penn View Bible Institute holds candidate status with the Commission on Accreditation of the Association for Biblical Higher Education (ABHE), 5850 T.G. Lee Blvd, Suite #130, Orlando, FL 32822; phone 407-207-0808. Candidate Status is a pre-accredited status granted to those institutions that show promise of achieving accreditation within a maximum of five years.

Penn View is a quality school that trains pastors, missionaries, musicians, schoolteachers, children's workers, and other Christian workers. Please note that Penn View does not offer degrees. The school is not a degree-granting institution in the Commonwealth of Pennsylvania. Penn View Bible Institute does offer post-secondary education in a



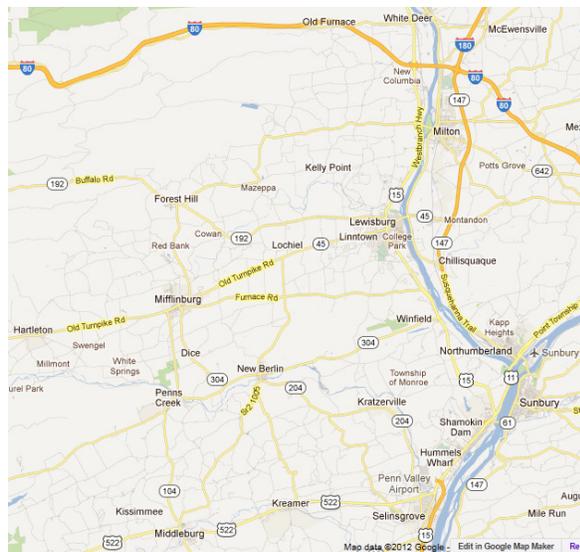
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spiritual atmosphere, all in obedience to the commands of Scripture. The programs culminate in a Certificate for the one-year, and an Advanced Diploma for the four-year program. Our four-year Advanced Diploma is high quality post-secondary education, similar to that of other Bible schools. Whatever the nature of the award conferred upon the completion of studies, the objective remains academic excellence in the context of total devotion to God and dedicated service to the Lord Jesus Christ.

LOCATION

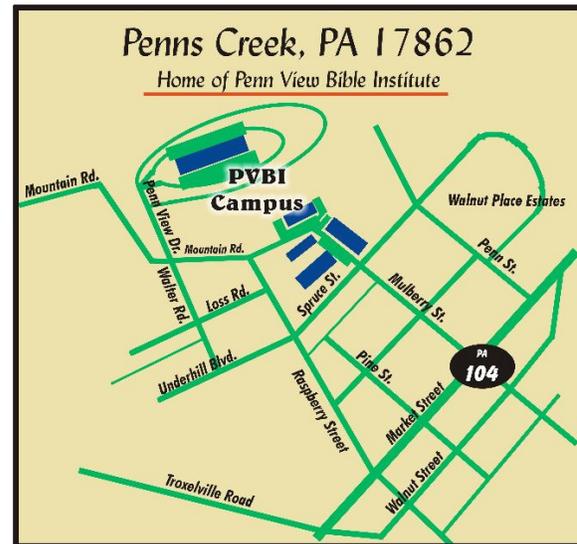
Penn View Bible Institute is located in the village of Penns Creek, which is situated on Penns Creek, one of the tributaries of the Susquehanna River. In the heart of the Appalachians, an area unrivaled for natural beauty, the campus lies nestled against the southern slope of Jack's Mountain.

Less than sixty miles from Harrisburg, the state capital, Penn View Bible Institute is flanked by Susquehanna University and Bucknell University, both less than thirty minutes driving distance from the campus. Penn State University lies fifty miles to the west. In contrast to these symbols of the 20th century's advancement are the quaint Mennonite and Amish horse-and-buggy rigs one may see every day on the public thoroughfares, signs of the abiding culture of the Pennsylvania Dutch.



Traveling Route 104 between Mifflinburg and Middleburg, one will arrive in the town of Penns Creek. A used car sales lot is located at the intersection of Route 104 and Raspberry Street. One

should turn north and ascend the hill. Raspberry Street becomes Mountain Road. Travelers will be able to see the camp meeting tabernacle nearby and the main administration/classroom building on the hill, next to the mountain.



SCHOOL FACILITIES

Six main buildings comprise the facilities of Penn View Bible Institute.

ADMINISTRATION/CLASSROOM BUILDING

This fine block and brick building stands at the highest point on the nearly fifty acre campus and functions as the center of academic life at Penn View. The second level contains the classroom facilities of Penn View Christian Academy's high school and junior high departments as well as the library, while the first level houses the Institute classrooms, bookstore, and administrative offices.

The library was formerly the Institute's chapel. On entering the main library doors, one's eye immediately is drawn to the beautiful stone wall. Two walls are window-lined allowing for an attractive display of natural lighting. The college is committed to making the library a drawing place for study and research. Library personnel are actively involved in making the facility a learning commons as well as adding to the collection resources that support the curriculum and showcase a wide representation of holiness literature.

PENN VIEW CHRISTIAN ACADEMY BUILDING

This property was acquired in the spring of 2005. Previously it was a public elementary school. When it went up for sale, God provided the means to purchase



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this beautiful property. It now houses the kindergarten through sixth grade classes. It includes a library, kitchen, art studio, and office as well as a ball field and playground.

G. I. STRAUB MEMORIAL TABERNACLE

The tabernacle is a fully enclosed and heated camp meeting auditorium that will seat 1,000 persons. The home of the annual Penns Creek Camp Meeting, this facility is also used for school functions. The Cooley Memorial Prayer and Music Studios provide facilities for instruction and practice of students taking applied music lessons, as well as office space for the music faculty.

MILLER DINING CENTER

Placed in service for the 1981 Penns Creek Camp, the beautiful and spacious dining area is not only used as a dining center by both school and camp, but is also used for banquets and receptions. The full basement in this building contains a snack shop and storage areas and is utilized for various activities.

MEN'S DORMITORY

The original building provides living accommodations for 45 students and for a Social Dean and contains vending and laundry appliances.

WOMEN'S DORMITORY —ZECHMAN HALL

Occupied September 1999, the dorm can house up to 48 students. It provides a Social Deans' apartment and contains vending and laundry appliances.

MASON/MCINTIRE STUDENT LIFE CENTER

The new Student Life Center, presently under construction, will house a gymnasium/auditorium, music classrooms and practice areas, additional dining area, and a new snack shop.

Also located on the campus are twenty staff residences and a large athletic playing field including an outdoor basketball/volleyball court.





Finding direction for your social life!

PREVIEW



Student Life

STUDENT LIFE

SPIRITUAL LIFE

A high premium is placed on the spiritual life of the student. At Penn View Bible Institute we are convinced that the kind of relationship with the Lord that truly meets human needs is realized neither automatically nor fortuitously. Therefore, the spiritual life must be cultivated. Earnest Christians have learned that the most effective way of doing this is by utilizing the means of grace—personal Bible study, prayer, and attendance at public worship. The prospective student should plan to institute, if he has not already done so, a time for daily devotions. Ideally, the time should be the same each day in order to promote a consistent Christian life. Many have found that the early morning, prior to beginning the day's activities, is the best.

ORGANIZATIONS & ACTIVITIES

Recognizing that student organizations add a dimension to the academic experience that no other phase of student life can duplicate or replace, students are encouraged to become involved in one or more of the following activities:

INTERSERVE (CHRISTIAN SERVICE ORGANIZATION)

Unless one's personal spiritual life is channeled into outward witness and service, he will become stagnant. InterServe provides an outlet for students to exercise their spiritual gifts. Students may participate in visitation, nursing home ministry, child evangelism, and cross-cultural ministries. Mutual sharing provides encouragement, prayer support, and insights on difficulties encountered in their ministries.

PUBLICATIONS

Student Handbook — The *Student Handbook* contains information that pertains to academic, social and spiritual life at Penn View Bible Institute. A copy of this booklet is sent to applicant students upon their acceptance.

Yearbook — The official yearbook of Penn View Bible Institute reflects the various phases of campus life and activities. Anyone who desires to purchase a copy may do so through the Business Office.

MUSICAL GROUPS

Choir - The Choir is composed of members selected by the music faculty through audition. The Choir travels throughout the year in school representation. In addition, the Choir tours at Christmas and Easter. Anyone anticipating membership in the Choir should be prepared to participate in all the scheduled activities.

Praise Singers, Heritage, & Proclaim - These groups perform during the school year at functions both on and off campus. They also travel during the summer in school representation. Members are selected by the music faculty through audition.

Vocal Ensembles - In addition to the official representative groups, other small singing groups are organized from time to time on the basis of demand and availability of students. Participation in one of these groups may provide experience for participation in one of the official representative groups.



Instrumental Ensemble - A combination of musicians from various majors, the ensemble performs at major school functions and concerts as well as in area churches. The members are accepted at the discretion of the Director of Music. The repertoire is designed as a learning experience for the performers as well as the appreciation of the audience.



Student Life



advice and counsel related to spiritual, social, or academic needs.

GENERAL REGULATIONS & DISCIPLINE

In order for any organization to survive, not to mention functioning efficiently, it is necessary to establish certain regulations and rules. Some of these may be in the form of a restatement of Scriptural principles of conduct, while others may simply be rules that make no claim to a Biblical origin. The important thing to recognize is that in an organization, including a Christian educational institution, both are necessary. To attempt to operate a Bible institute without regulations would be similar to playing a game without rules—with its inevitable result—chaos. Not only do rules increase organizational efficiency, but they also make it possible for each individual to exercise a maximum freedom of activity without infringing upon another's liberty. It is necessary, therefore, that students who desire to study at Penn View Bible Institute come prepared to place themselves in subjection to administrative authority and institute regulations. Every attempt is made to minimize the number of rules, and legislate only where necessary to the efficient operation of the institution.

The ultimate goal of externally imposed discipline is the development of the ability to regulate one's own life—self-discipline. If the student is able to develop self-discipline, he or she will be well along on the road to effective Christian service. "He who ruleth his spirit is better than he that taketh a city." (Proverbs 16:32b) The student should become familiar with the *Student Handbook*, which sets forth the rules for students of Penn View Bible Institute.

STUDENT SERVICES

HEALTH SERVICE

Payment of the health fee provides limited health care by the Penn View staff nurse. The nurse is available during regular school hours, and, if needed, in the evening. Appointments with an area physician may be arranged through the nurse's office if desired. Transportation to a medical facility in case of emergency arising from accident or acute illness is also provided.

STUDENT ADVISEMENT

To assist in the development of sound Christian character in each of our students, all administrative officers as well as faculty members are available for



Finding direction for your financial life!

REVIEW



Financial Information

FINANCIAL INFORMATION

Penn View Bible Institute seeks to provide a quality Christian education at a minimal cost to a maximum number of students. In accordance with this goal, tuition, fees, and room and board rates are kept as low as possible in order to make this education available to a broad range of prospective students. The administration is aware that these charges provide only a portion of the income necessary to meet our operating expenses, and relies on gifts and contributions from individuals, churches, businesses, etc., to provide the remaining necessary income.

For this reason we must insist that all financial obligations be cared for according to the terms as described in the following sections. The school depends to a great extent upon this contractual income to meet its routine operating expense requirements. The prospective student should realize that the cost of his education is being borne in part by contributions from loyal school supporters and by the sacrificial labor of faculty and staff members, and should not take lightly the fulfillment of his financial obligations.

SCHEDULE OF CHARGES

(Current charges effective 06/01/2014)

Application Fee (non-refundable)	\$25.00
Tuition (per semester)	
Full-Time (12 through 18 hours)	2,280.00
Part-Time/Over Load (per hour)	190.00
Audit (per hour).....	95.00
Fees (per semester, non-refundable)	
General Service Fee	100.00
Registration	44.00
Late Registration — Additional Charge.....	35.00
Other Fees (non-refundable)	
Student Accident Insurance (annual charge, <i>estimate</i>).....	67.00
Transcript Fee (first one — no charge)	5.00
Applied Music:	
Intermediate/Advanced	215.00
Room & Board (per semester)	
Private Room.....	1,400.00
Semi-Private Room	1,235.00
Private Room — Zechman Hall	1,730.00
Board.....	1,265.00
Laundry Charge.....	125.00
Appliance Charge	30.00
Room Deposit (initial semester only).....	50.00

PAYMENT TERMS

All students are required to arrange for full payment at the time of registration. This may be in the form of a single payment at registration, or in the form of monthly installment payments as provided in our deferred payment option. Terms of the various payment plans are described below.

- A. A 2% cash discount will be given for all accounts paid in full at registration or within thirty days after registration.



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- B. A minimum down payment is required at registration. This amount is equal to 20% of the total semester charges or the total of all fees, whichever is greater.
- C. The balance of the account is payable in four equal monthly installments over the course of the semester. Such installments are due on the fifteenth of each month according to the following schedule:
 - First Semester - fifteenth of September, October, November, December
 - InterSession - fifteenth of January
 - Second Semester - fifteenth of February, March, April, May
- D. Maximum balance limits for re-enrollment are as follows:

First Semester	0.00
Second Semester	500.00
- E. All obligations (school account, bookstore, etc.) must be paid in full to participate in graduation ceremonies.
- F. A late payment fee of \$15.00 will be added to accounts that have an outstanding balance after the fifteenth of each month. Monthly finance charges may be added to accounts with outstanding balances at the close of the academic year.



MISCELLANEOUS INFORMATION

Satisfactory arrangements for all financial obligations must be made before a student will be permitted to participate in commencement exercises, enroll for another semester, or receive a transcript of grades or hours accomplished. Seniors must care for the financial obligations to their class before graduating.

Each dormitory student is required to render a stated number of hours of work time to the school each week. This is considered to be as essential a part of the student's financial obligation as the actual monetary charge. An assessment will be added to the student's bill for each delinquent work hour. The number of required hours and the assessment rate will be established by the administration.

No adjustment of room and board rates or work hour requirements will be made for students who take frequent weekend leaves.

A student who becomes delinquent in his monthly installment payments may be asked to withdraw from school until his account is brought to a current status.

Students with regular outside employment or who receive regular assistance (social security, V.A. benefits, etc.) may be required to pay a percentage of each check on their account. The student shall consult with the Director of Finance to arrive at an acceptable payment amount.

The administration reserves the right to adjust the published fee schedule at any time without prior notice.



Financial Information

REFUND POLICY: GENERAL

Students wishing to withdraw prior to completion of a full term of study may do so only after properly completing a withdrawal petition. Such petitions are available from the Registrar and are submitted to the Academic Dean for approval, then signed by the President. Approved petitions are forwarded to the Director of Finance for a refund calculation. Refunds for tuition and room and board are calculated according to the following schedule:

Withdrawal within two weeks after registration	80%
Withdrawal during the third or fourth week.....	60%
Withdrawal during the fifth or sixth week	50%
After sixth week:	0%

This refund policy also applies to withdrawal from individual courses.
Fees other than tuition, room and board are non-refundable.

REFUND POLICY: VETERANS

In the event a student admitted under the V.A. Program fails to enter school, withdraws, or is discontinued for any reason, any time prior to the completion date; the actual amount charged the veteran for tuition, fees, and room and board shall not exceed the approximate pro-rata portion of the total charges based on the ratio the completed portion bears to the total length of the course.

FINANCIAL AID & EMPLOYMENT

For those students who must work to meet their school expenses there are several employment opportunities in the area. Although the school cannot assume the responsibility of guaranteeing a job, we will do our best to help students become aware of the possibilities that exist. In addition, the school offers a number of part-time work scholarships. Interested prospective students should request a work scholarship application when applying.





Finding direction for your intellectual life!

PREVIEW



Academic Information

ACADEMIC INFORMATION

ADMISSION

Anyone desiring to apply for admission to Penn View Bible Institute should request an Application packet from the Registrar, complete it and send it to the Committee of Admissions, Penn View Bible Institute, PO Box 970, Penns Creek, PA 17862. Provided he or she meets the requirements for admissions, a person of any race or national origin may be admitted to the school. Because of the unique philosophy and purpose of Penn View Bible Institute, however, only those who give evidence of being genuine Christians and whose lives are in harmony with the principles and standards of the Institute will be considered for admission. Any student failing to maintain a consistent Christian life, including the expression of proper Christian attitudes, may be asked to discontinue attendance.

The primary educational requirement for admission to Penn View Bible Institute is graduation from high school. This requirement may be met by achieving satisfactory scores on the General Educational Development Test (GED).

ACT or SAT test Scores should be forwarded to the Admissions Office (ACT college code, 3661; SAT college code, 2639).

All entering freshmen will be tested as part of their orientation. The test results will be used in guidance and placement of the student.

The individual seeking admission should take the following steps:

1. Submit application (\$25.00 application fee must accompany application), and recent photograph or snapshot.
2. Obtain volunteers to submit character references and list their names and addresses on the application form in the appropriate space. One should be the pastor of the applicant. None should be a relative of the applicant.
3. The high school graduate should request that his high school send an official copy of his transcript directly to Penn View Bible Institute. Transcripts from all schools attended after high school must also be submitted.
4. A health form will be sent to the applicant. This form should be completed by the applicant and a medical doctor (M.D. or D.O.).

The physician must return the completed health form to Penn View Bible Institute.

5. The prospective student will be notified promptly of the decision of the Admissions Committee.

Note; The application deadlines are Fall Term - August 1; Spring Term - December 15. Applications sent after these deadlines should be accompanied by a late application fee of \$35.00 instead of \$25.00.

RE-ADMISSION

Any student who discontinues attendance for one or more semesters must submit an application for readmission with the Academic Dean by the application deadline of the semester he plans to re-enroll. No readmission fee is charged except in the case of late application, for which there is a fee of \$5.00.

CLASSIFICATION OF STUDENTS

Regular students will be classified at the beginning of the fall term. This classification will extend through the entire school term. The classification is based on accumulated hours and is as follows:

Freshman.....	0-29 hours
Sophomore	30-59 hours
Junior.....	60-94 hours
Senior	95 hours

Students who intend to make up deficiencies and have specific plans to do so in order to graduate with their entering class may be allowed to advance provided they lack no more than three hours for underclassmen or five for Juniors entering the Senior level. In rare cases, a student may be classified as a junior with as few as 54 hours if the student is committed to make up the deficiency and graduate with his class.

In order to be classified as a full-time student, the student must be carrying an academic load of at least 12 hours.

SPECIAL STUDENTS

Individuals who do not meet the admissions requirements of Penn View Bible Institute, but who desire to enroll in selected courses, may be admitted as special students. In the effort to assure students' ability to benefit, PVBI requires either a high school



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diploma or satisfactory scores on the General Educational Development Test (GED). If a special student is able at a later time to meet the admission requirements, he may at that time become a regular student. In such a case, previous course work would not apply toward the diploma program. An exception to this regulation is that acknowledgment of completion of one semester's work may be granted provided that admission requirements are met prior to the commencement of the following semester.

AUDITING OF COURSES

Under this provision, regular students may take courses for personal benefit without the responsibility of completing assignments. An audit student will be required to take notes (unless some handicap prevents it), but he will not take the final examination. Attendance requirements are the same for all students regardless of status. "Audit" will appear on the transcript. Consult the fee schedule for audit charges.

TRANSFER CREDIT

Academic credit earned at other similar institutions may be received in transfer and applied toward a program of study at Penn View Bible Institute. Only courses in which a grade of C (2.0) was earned and which will apply toward program requirements are transferable. This determination will be made through an evaluation by the Academic Dean.

No more than 15 hours of correspondence work from a recognized school may be applied on a diploma program.

GRADING SYSTEM

The official grading system of the Institute is as follows:

A	96-100	Outstanding Achievement
A-	94-95	
B+	92-93	
B	88-91	Above Average Achievement
B-	86-87	
C+	83-85	
C	77-82	Average Achievement
C-	74-76	
D+	72-73	
D	67-71	Below Average Achievement
D-	65-66	
F	0-64	Failing
I		Incomplete
W/D, W/P, or W/F — See "Schedule Change"		

An incomplete will be assigned when the student has made arrangements with the instructor of the course to submit assignments after the close of the semester. Such work must be completed within six

weeks from the last day of the semester, otherwise, an "I" becomes an "F". If the student fails to make prior arrangements for submitting late work, his grade for the unsubmitted work will be zero.

A grade submitted by the instructor of the course to the Office of the Academic Dean becomes official, and may not be changed except in the case of a clerical error. Such change must be authorized by the instructor and approved by the Academic Dean.

QUALITY POINTS

To be eligible for graduation, a student must have a cumulative grade point average (GPA) of 2.0 (C). The GPA is based upon quality points earned. Quality points are assigned as follows:

A	4.0.....	points per hour
A-	3.7.....	points per hour
B+	3.3.....	points per hour
B	3.0.....	points per hour
B-	2.7.....	points per hour
C+	2.3.....	points per hour
C	2.0.....	points per hour
C-	1.7.....	points per hour
D+	1.3.....	points per hour
D	1.0.....	points per hour
D-	0.7.....	points per hour
F	0.....	points per hour

The GPA is computed by dividing total quality points by the total hours (including failures).

ATTENDANCE REQUIREMENTS

At Penn View Bible Institute, class attendance and chapel attendance are required. Excessive unexcused absences will cause the final grade to be lowered. If a student is charged with more than the equivalent of one week of unexcused absences in a class, each one beyond the limit will result in a reduction of one letter grade for that class. If a student is absent without proper excuse the last day of school prior to a holiday or the first day of school following a holiday, a double assessment will be made.

A student who is absent from any class for four consecutive sessions or six non-consecutive sessions without adequate excuse, will automatically be dropped from the course. Course hours will not be considered successfully completed if the student has been absent from one-fifth or more of the class sessions for any reason.

Tardiness for more than one-third of the class period is counted as an absence. Three unexcused tardies in one course are counted as one absence.



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REGULATIONS PERTAINING TO VETERANS

Currently, one of our programs is approved for Veterans Education. Contact the Academic Dean for additional information.

TARDINESS

Any student not physically present at the start of his scheduled class period will be considered tardy, and the exact number of minutes will be recorded. Excessive tardiness, such as three times unexcused in any five-day period, shall be cause for discontinuance of training.

ABSENCE

An excused absence is one that is due to illness, death in the immediate family, or any other unavoidable circumstance; however, the school must be apprised of the reason for said absence and the reason must be supported by documentary evidence, or said absence will be recorded as unexcused. Three unexcused absences in any one month will result in immediate dismissal. All students must attend 85% of the class sessions for the duration of the course in order to attain satisfactory attendance. When a student has missed over 15% of the class sessions of the course by excused and/or unexcused absences, his training will be immediately interrupted.

Class Cuts are not permitted and shall be recorded as unexcused absences.

Make-up Work is not permitted for the purpose of receiving Veterans Administration training allowances.

Equivalent course hours will be awarded for comparable previous education and training, and the training period will be shortened accordingly.

Textbooks may be purchased in the school bookstore.

The Department of Veterans Affairs will be notified if a veteran is on probation for more than two (2) semesters.

A leave of absence will be granted on an individual basis.

INTERNATIONAL STUDENTS

Penn View Bible Institute is authorized under Federal law to enroll non-immigrant students (F-1).

In addition to the application materials included in this bulletin, several additional forms must be submitted by international students. These forms may be obtained from the office of the Academic Dean, and should be requested by the prospective non-immigrant student at the time of application.

The applicant should take the Test of English as a Foreign Language (TOEFL). The U.S. Embassy will have details where the test will be administered.

An official record of the score should be sent to Penn View Bible Institute (college code, 2500).

REQUIREMENTS FOR GRADUATION

The one-year certificate or the four-year advanced diploma is awarded to those completing the requirements outlined below:

1. Completion of 30 hours of academic course work for the Certificate or 120 to 136 hours for the four-year Advanced Diplomas. At least 30 hours of the total must be taken at Penn View Bible Institute. Consult the individual program descriptions.
2. Completion of all course requirements of the particular program of study, including any required internships, music organization course work, and student teaching.
3. Completion of Christian Service Learning requirements.
4. A cumulative grade point average of at least 2.0 (C). The Christian Education program requires an overall average of 2.75 and 3.0 in the major subjects.
5. Recommendation of the Institute faculty.

In addition to these general requirements, there may be other specific program requirements. Ultimately it is the student's responsibility to see that he has completed all requirements, including course requirements for graduation. A student planning to graduate should file an application (available from the Academic Dean's office) during the first semester of the year in which he plans to graduate.

The school account must be paid before the student may graduate.

The school account must be paid and all courses completed before the diploma will be given.

If a graduate returns for a second program, he must take at least 30 additional hours.

GRADUATION HONORS

Each year a valedictorian and salutatorian are selected from the graduating class to be recognized as having achieved the highest and second highest level of scholarship respectively among their classmates. The criteria for eligibility are as follows:

1. Have a grade point average of at least 3.0 (B) for the entire four-year program,



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2. Be enrolled in one of the four-year advanced diploma programs,
3. Be a student at Penn View Bible Institute for the last two years of training,
4. Be a full-time student for both semesters of the senior year. Exception is made if the student is still finishing a four-year program in four years.
5. Plan to participate in commencement exercises,
6. Exhibit character consistent with Christian scholarship.

A graduate of the 4-year program who returns to take another program is not eligible for graduation honors unless he has taken 42 hours additional work toward another advanced diploma.

GRADUATION RATE

According to the Association for Biblical Higher Education, the graduation rate is based on the number of students from a given year who have graduated within 150% of the time published as required for the program. PVBI graduation rate for those who started in 2008 and completed a program by 2014 was 32%.

GRADUATES IN MINISTRY

Eighty-five percent of the four-year graduates from 2010 to 2013 are active in ministry, including ministers' wives. In addition to the United States, graduates are currently serving in Brazil, Canada, Colombia, Dominican Republic, Ghana, Haiti, Honduras, Hong Kong, Nigeria, Papua New Guinea, Romania, Russia, South Africa, and Vanuatu.

EXAMINATIONS

Students are expected to take scheduled examinations at the announced times unless prior arrangement has been made with the instructor. The Academic Dean must also approve a semester final examination taken later than the announced time. Scheduled exams missed for other than excused absences may or may not be retaken, at the discretion of the instructor. When a make-up exam is given in the case of an unexcused absence, a late examination fee (\$1.00 or \$2.00) must be paid at the business office where a late exam permit slip will be issued. In the case where the instructor elects not to give a make-up examination, an "F-0" grade will be given for the missed test. No late exam fee is required in the case of a test missed for an excused absence. Unscheduled ("pop") quizzes missed for unexcusable

reasons may or may not be given, also at the discretion of the instructor.

MINISTERIAL & MISSIONARY INTERNSHIP

Students enrolled in the four-year ministerial or missions programs are required to receive six hours in a practical internship under the supervision of an experienced pastor or missionary. The internship is usually taken in the summer months, but is not limited to that. Information on the specific requirements and applications for internship assignment are available from the Academic Dean's office.

CHRISTIAN SERVICE LEARNING

All students enrolled in more than six course hours are required to complete Christian Service Learning (CSL). CSL does not receive academic credit but it is required for graduation and its completion or failure will be recorded on the student's transcript. Additional details may be referenced in the CSL Handbook available from the Director of Christian Service Learning.

CHRISTIAN EDUCATION STUDENT TEACHING & OBSERVATION

Students enrolled in the Christian Education Program, when they reach the second semester of their sophomore year, should begin their classroom involvement. The first step is to observe and participate in the classroom situation through a working agreement with a Christian school. In the senior year, two segments of actual classroom involvement are required; both of which include supervised experience. The last semester includes actual supervised student teaching in the field they have chosen as their major, (i.e., Elementary, Secondary English, or Secondary Social Science). Written reports are required during these last two semesters of internship from both the supervisor and the student teacher.

ACADEMIC COURSE LOAD

Fifteen hours is considered a normal course load. Students must have permission to carry more than 17 hours (including music organizations and private lessons). Students who are employed full time (32 hours per week or more) must receive permission



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from the Academic Dean to take more than 13 hours (including music organizations and private lessons).

ACADEMIC PROBATION

Any student who fails to maintain a 2.0 (C) grade point average for the semester is placed on academic probation. The student must carry a reduced course load as well as demonstrate significant progress toward remedying this deficiency the following semester. If substantial progress is not made toward reducing the deficiency during the probation period, the student may enroll only by permission of the Academic Dean. A student may not remain on academic probation for more than three successive semesters. Students on academic probation will not be eligible for class office or participation in student musical groups. Extra-curricular activities may also be restricted. Academic probation will be indicated on the student's transcript.

The Department of Veterans Affairs will be notified if a veteran is on probation for more than two (2) semesters.

WITHDRAWAL FROM SCHOOL

Any student who desires to withdraw from school must complete a withdrawal form available in the school office. Until this form is completed and submitted, the student is considered officially enrolled even though he may not be attending classes. Class absences continue to accumulate, and the student is not eligible for any refund of charges until he is officially withdrawn.

TRANSCRIPTS

Any student desiring a copy of his transcript to be sent to another school may request it by notifying the Academic Dean's office and furnishing the name and address of the institution to which it is to be sent. The first transcript will be sent free; subsequent copies will cost \$5.00 each. No transcript can be sent until all financial obligations have been met or satisfactory arrangements made with the Business Manager.

DEAN'S LIST

At the close of each semester, the names of all students who carried at least 12 hours and whose grade point average is 3.5 or above, with no grade

lower than a B-, will be published by the Academic Dean.

SCHEDULE CHANGE

Within the first week of the semester, a student may drop and/or add a course to his schedule, with the approval of the Academic Dean. After the first week, a student may not add a course to his schedule.

A student may withdraw from a course at any time during the semester with the approval of the Academic Dean. The assessment of grade is as follows:

Within the first week	No assessment
Within the second through sixth weeks	WP or WF
After the sixth week	F

A grade of WP or WF is given based on the student's standing at the time of withdrawal.

After the sixth week, a grade of F is automatic unless there are circumstances that necessitate such withdrawal.

CLOCK HOUR REQUIREMENTS FOR NON-ACCREDITED COURSES

Inasmuch as Penn View Bible Institute is a non-accredited, non-degree-granting institute of higher learning operating in the state of Pennsylvania, all courses are set up on a clock hour basis.

The Veterans Education Office of the Department of Education, Commonwealth of Pennsylvania, has approved most of our programs for the education of veterans. The benefits received are based on the total clock hours of instruction. The full-time student can expect to receive full benefits. The veterans' representative on campus can assist in providing details for eligible veterans. To determine the actual amount of your benefit, contact the Veterans Administration at 1-800-829-4833.

Any student wishing to enroll as a full-time student under the Veterans Benefit Program will be required to have a minimum number of hours per week, including regular class instruction, required chapel attendance.

In measuring net instruction, there will be included customary intervals not to exceed ten minutes between classes.

Each hour given in the course descriptions represents sixteen (16) clock hours of instruction.