



Petition for Experiential Credit

A student may petition for experiential credit provided that:

1. He or she has enrolled in the course *Church Leadership*,
2. He or she has served for ten or more years as a pastor or in another recognized leadership position, and
3. A denominational supervisor or supervising pastor attests to his/her success in ministry in a letter of recommendation.

STUDENT INFORMATION

Student's name: _____ Student's ID#: _____

Phone: _____ Email: _____

TO BEGIN:

1. Fill out this petition for experiential credit.
2. Attach a letter of recommendation from a denomination supervisor or supervising pastor. It should be specific and concise concerning character and ministry formation.
3. Download from our website the Beyond Academics manual which includes the Ministry Mentor Data Sheet ([www.inste.org/Academic/Details about the Diploma Program/Beyond Academics](http://www.inste.org/Academic/Details%20about%20the%20Diploma%20Program/Beyond%20Academics)).
4. Carefully study the manual and select a ministry mentor. Give the mentor a copy of the Beyond Academics manual.
5. Have the potential ministry mentor fill out the Ministry Mentor Date Sheet.
6. Send this petition, letter of recommendation, and Ministry Mentor Date Sheet to INSTE and begin writing in your portfolio. You will have until the *end of your first semester* to complete your portfolio. Call INSTE if you have any questions.

Based on your careful study of the Beyond Academics manual, briefly explain why you wish to obtain experiential credit based on your years of service in ministry.

Please send this request form to:

INSTE Bible College, Registrar
2559 E Euclid Ave, Des Moines, Iowa 50317
Fax: (515) 289-9201 **Email:** registrar@inste.org

Criteria for Receiving Credit

Throughout the six semesters of study in Level Two, a student is required to earn 12 hours of Beyond Academics credit. Upon evaluation of your portfolio, you may be awarded from two to the entire 12 hours of credit. The criteria for awarding credit are as follows:

1. A fully developed ministry timeline as explained in the course *Church Leadership* and in the *Beyond Academics* manual.
2. In place of the *Integrative Paper*, a 15-20 page paper documenting the influence of mentors in the life and ministry of the student. The paper should also exhibit an understanding of the importance of mentors throughout the lifetime of a leader/minister.
3. A well thought-out evaluation showing the maturing of the student in the satisfactory accomplishment of at least 60% of the competencies listed in the Beyond Academics manual.
4. An appendix of documents providing a view of the student's accomplishments, recommendations, honors, and growth in ministry.

Your portfolio will be evaluated within two weeks of its receipt in the INSTE office. You will be notified by email of the amount, in any, of experiential credit you would be awarded and further steps, if any, to be taken to fulfill the Beyond Academics requirements in the program in which you are enrolled.

Cost per Credit Hour Awarded

If you are awarded Beyond Academics credit for experiential learning, you will be charged the current price per credit hour for the number of hours you are awarded.