

Rocky Mountain College

Developing Christian Leaders for the 21st Century



Application Package

APPLICATION PROCESS



Welcome to the Rocky Mountain College application process. Please use the following checklist of required forms, fees, transcripts and references as a guide.

All of the following must be received by RMC before an application will be reviewed for admission.

- Application for Admission form
- Non-refundable Application Fee of \$50
- Late Application Fee of \$75 – applies to applications after Aug. 15 and Dec. 15
- Autobiographical Profile form
- RMC Community Responsibilities Agreement (read and sign before submitting)
- Confidential Personal Health form
- Official High School Transcript (see below)
- Official Post-Secondary Transcripts (if applicable)
- Two or Three References (see instructions below)
- Residence Program Application (if applicable)
- Residence Reservation & Damage Deposit of \$400 (refundable until July 15 for Fall and November 15 for Winter, when requested in writing)
- TOEFL - Test of English as a Foreign Language (if applicable)
- Music Program Entrance Application form (if applicable)
- Theatre Arts Department Application form (if applicable)

TRANSCRIPTS

Applicants currently in high school or in a post-secondary institution, are requested to send an interim grade report or unofficial transcript for preliminary admission review, but official transcripts must follow as soon as possible. All applicants must request official transcripts from high school and any post-secondary institutions attended. Transcripts must be sent directly to Rocky Mountain College from the issuing institution or provincial/state Department of Education by August 15 (Fall admission) or December 15 (Winter admission).

CONFIDENTIAL PERSONAL REFERENCES

Complete the Waiver Statement on two and if needed all three Reference forms and forward them to those persons designated on the Application for Admission as references. One reference is to be completed by a Pastor, Elder or Youth Sponsor; the other by a mature Christian (not a family member, boyfriend, or girlfriend), and if applicable a Theatre reference to be complete by a teacher, director or producer. References are requested to mail or fax the completed forms directly to RMC.

TOEFL (Test of English as a Foreign Language)

Applicants whose first language is not English, must submit results of the TOEFL test, as administered worldwide by the Educational Testing Service (www.toefl.org). RMC requires a minimum TOEFL score of 550 paper-based, or 213 computer-based test.

MUSIC AND THEATRE ARTS APPLICATIONS

The Music Program Entrance Application or the Theatre Arts Department Application may be completed and submitted concurrently with the RMC Application for Admission. These forms may be downloaded in pdf format from www.rockymountaincollege.ca

A letter of recommendation from the Admissions Committee will be issued upon review of the full application package. RMC does not discriminate in admitting students on the basis of the applicant's race, colour, sex, national or ethnic origin. Questions about the application process, college programs or course registration, may be addressed to the Office of the Registrar at 1-877-968-6762 (toll free) or 403-284-5100 ext. 100 or ext. 224 or email: registrar@rockymountaincollege.ca

Mail or fax completed Application Package to:

Office of the Registrar
Rocky Mountain College
4039 Brentwood Road NW
Calgary, AB T2L 1L1
Fax: 403-220-9567

APPLICATION FOR ADMISSION



Rocky Mountain College

4039 Brentwood Road NW
Calgary, Alberta T2L 1L1
Fax: 403-220-9567

Application for: Fall Winter

Year: 20 _____

Enclosed is \$50 non-refundable application fee (\$75 late application fee)

Enclosed is \$400 Residence Reservation & Damage deposit (if applicable)

Payment by: Cheque (payable to Rocky Mountain College)

Visa MasterCard Cash/Debit (not by mail)

Card #: _____ Expiry Date: _____ Name on Card: _____

Amount of Payment: _____ Signature of Cardholder: _____

PERSONAL DATA (Please print clearly)

Name: _____
Last Name *First and Middle Names*

Daytime Telephone: (____) _____ Evening Telephone: (____) _____

Cell Phone: _____ E-mail Address: _____

Address: _____
Street / PO Box *City / Town*

Province / State

Postal / Zip Code

Country

Birth date: _____ Birthplace: _____
Month / Day / Year *City* *Country*

Gender: Male Female Marital Status: Single Married

Citizenship: Canadian Other _____ Landed Immigrant Status Student Authorization

What is your first language? English Other

How did you hear about Rocky Mountain College? _____

Have you applied to another college? If so list name(s) of college(s): _____

PROGRAM PREFERENCE

In which program are you interested:

1 year EDGE Certificate

1 year Certificate in Christian Discipleship

2 year Diploma in

Christian Leadership

Theatre Arts

Global Studies

3 year Bachelor of Religious Studies

4 year Bachelor of Arts in Human Services

Child & Youth Care Major

Counselling Major

4 year Bachelor of Arts in Leadership Development

Intercultural Studies Major

Ministry Foundations Major

Pastoral Leadership Major

Youth Leadership Major

4 year Bachelor of Arts in Theology

Biblical Studies Major

Christian Spirituality Major

4 year Bachelor of Arts in Music

EDUCATIONAL INFORMATION

List in chronological order all High Schools, Colleges and/or Universities attended.

Name of Institution	Location	Degree or Diploma	Graduation or Dates of Attendance

Please request that an official transcript be sent directly to RMC from each institution.

Have you ever been denied admission, placed on probation, or dismissed from an educational institution for academic or disciplinary reasons? Yes No

Please explain:

CONTACT INFORMATION

Name of Parent(s) or Spouse: _____ Phone: (____) _____

Address: _____
Street / PO Box City / Town

Province / State Postal / Zip Code Country

Name of Home Church: _____

Years of Attendance: _____ Pastor's Name: _____

Church Address: _____
Street City Prov/State Postal/Zip code

Phone Number Denomination: _____

REFERENCES

Two Confidential Personal Reference forms must be completed and returned to RMC. Please provide the names of the individuals you will ask to complete a reference form for you.

1. Pastor, Elder or Youth Sponsor	2. A mature Christian (not family or boy/girlfriend)	3. Theatre Reference (Teacher, Director, etc)
Name:	Name:	Name:
Phone:	Phone:	Phone:
Email:	Email:	Email:

Your application cannot be processed until the Application Fee and Residence Reservation & Damage Deposit (if applicable) have been received. If you are applying for Residence, complete the Residence Program Application form (enclosed).

I certify that to the best of my knowledge all the information on this application is true.	
_____ Applicant's signature	_____ Date



RMC COMMUNITY RESPONSIBILITIES AGREEMENT

Rocky Mountain College seeks to act in your best interests and to provide protection, guidance and care. We value individual responsibility before God, and ask you to agree to the following community responsibilities. Although not all of these are commanded by scripture, they are shared at RMC as a means to build character and strengthen community. If you have a mental reservation about a specific commitment, please ask to speak to the Dean of Students or an assistant before signing.

- 1. Commitment to take responsibility for personal spiritual growth.**
As a member of the body of Christ and the RMC community, you assume responsibility for your own walk with God. This means developing personal and corporate spiritual disciplines, participating in a local church and in on-campus chapel/small group experiences.
- 2. Commitment to facilitate a spiritually healthy environment.**
As a member of the RMC community you assume responsibility for your relationships with others. This means living in an accepting and respectful manner, and offering restoration and care so that those that attend RMC will find a place of safety, freedom and growth.
- 3. Commitment to abstain from practices and attitudes not sanctioned by scripture.**
Scripture identifies as wrong such specific acts as drunkenness, occult practices, any form of intimate premarital or extra marital sexual involvement, pornographic involvement, and homosexual behaviour. As a member of the RMC community you are required to abstain from these practices. We also guard against such attitudes as greed, jealousy, envy, lust, bitterness, unrestrained anger and unforgiveness.
- 4. Commitment to exercise the mind of Christ in matters of conduct and entertainment choices.**
As an institution building world-influencers, we call you to allow the mind of Christ to guide your decisions at all times and to refrain from the harmful use of any substance or harmful activity that may have a negative effect upon the name of Christ, upon the reputation of Rocky Mountain College, upon your fellow RMC community members, upon your present and future Christian ministry, and upon your personal mind and body. Members of the college community are expected to refrain from the illegal or harmful use of such substances.

Commitment to exercise the mind of Christ is also a commitment to establish Christ-like virtues in relationships, time and choice of entertainment.
- 5. Commitment to accept reproof and guidance when needed.**
As a member of the community, you make a commitment to respond to the correction and discipline of the community. This means that you place a level of trust in the people who want to positively influence your life. The faculty and staff want to be worthy of your trust in all their dealings with you.
- 6. The use of alcohol, tobacco and illegal drugs is prohibited at RMC functions and activities, on RMC property or facilities, or when representing RMC.**

As a student of Rocky Mountain College, I agree to support and abide by these commitments and expectations.

Signature

Date

Print Name



CONFIDENTIAL PERSONAL HEALTH FORM

Rocky Mountain College

This information is collected under the authority of the Freedom of Information and Protection of Privacy Act. It will form part of the student record. This confidential information will help college personnel assist the applicant with any health problems which may occur while the student is enrolled at Rocky Mountain College, but will not be considered in the admissions process to the college. **ALL RMC students** are expected to have sufficient medical coverage. All International applicants are expected to apply for Alberta Health coverage upon arrival in Canada. For information on Alberta Health coverage refer to www.health.gov.ab.ca.

Name: _____
Last Name *First Name* *Middle Name*

1. Do you have Canadian provincial health coverage? Yes No
If yes, which province? _____ Provincial Insurance #: _____

2. Do you have private medical insurance? Yes No
Insurance Company Name _____
Type of Coverage: _____ Policy #: _____

If you should request a referral for additional counselling off campus, is there coverage provision in your private insurance plan? Yes No

3. Please check one of the following statements:
 To the best of my knowledge, I am in good health.
 I have a medical condition or disability (please specify in the area provided below.)

4. Please describe briefly any health problems/special needs of which we need to be aware (e.g. allergies, heart condition, diabetes, depression, epilepsy, etc) and any type of assistance you may require.

5. Do any of these conditions require the use of regular medication? If so please indicate what the condition is and what medications you will need to take. This information will be given to a doctor in the event of an emergency.

6. Have you had or are you now receiving assistance for emotional, mental or chronic physical difficulties? Yes No
If yes, please explain.

Student Signature

Date

Parent Signature (if student is under 18 years)

Date



RESIDENCE PROGRAM APPLICATION (I)

The choice to live in the Residence Program is a decision to participate in a unique community. The residence program provides a context which supports academic achievement, joined to Christian faith and practice. The residence community is based upon principles of self-discipline and mutual accountability. Those who enter residence will be challenged to exhibit concern for others and to call one another to high standards of integrity. All who would pursue such a standard are welcome.

Application for Semester: Fall 20___ Winter 20___

This information is collected under the authority of the Freedom of Information and Protection of Privacy Act. It is required to process the application for a room in the Residence Program at Rocky Mountain College. The information will form part of the student record. If you have any questions about the collection or use of this information, please contact: Residence Program at (403) 284-5100.

THIS APPLICATION WILL NOT BE PROCESSED WITHOUT PAYMENT OF THE REFUNDABLE \$425.00 RESIDENCE PROGRAM RESERVATION AND DAMAGE DEPOSIT (up to July 15 for Fall Semester and November 15 for Winter Semester)

PERSONAL DATA – completion of all information is required as part of your application. The information is used to provide a compatible assignment and is confidential. **ANY** misrepresentation on this application form will deem this application void rendering no refund. Please print clearly.

Given Names (in full):

Male Female Date of Birth: /m /d /y

Permanent Address:

City: Province:

Postal Code: Country:

Email:

Phone: Fax:

ROOM PREFERENCE

College Manor: Standard Room Standard Plus Room

Room preferences cannot be guaranteed, due to high demand. Stated preferences are assigned on the basis of date of acceptance to RMC.

Have you ever lived in RMC Residence before? Yes No Details: _____

Have you ever been convicted of a criminal offence? Yes No Reason: _____

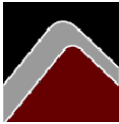
Have you ever been evicted from any residence? Yes No Reason: _____

What do you expect to gain from living at RMC Residence?

Why do you want to live in RMC Residence?

How will you contribute to make RMC Residence a positive experience for you, your roommates, the residence staff, and fellow residents?

Have you ever lived on your own? Yes No
If yes, in which situations:
 In a residence
 On your own
 With roommates
 Other _____



RESIDENCE PROGRAM APPLICATION (II)

Please describe briefly any health problems/special needs of which we need to be aware (e.g. allergies, heart condition, diabetes, depression, epilepsy, BPD, etc) and any type of assistance you may require.

Do any of these conditions require the use of regular medication? If so please indicate what the condition is and what medications you will need to take. This information will be given to a doctor in the event of an emergency.

Have you had or are you now receiving assistance for emotional, mental or chronic physical difficulties (i.e. cutting, eating disorders, borderline personality disorder etc)? Yes No

If yes, please explain.

As a member of the Residence Program, I will make the following positive contributions to Residence life:

I have read and understand the philosophy, policies, and procedures that are stated in the Residence Program Handbook. Yes
(This handbook can be accessed and downloaded at www.rockymountaincollege.ca)

- I certify that the particulars furnished are true and complete in all aspects and that no relevant information has been withheld. I have communicated any pre-existing health problems or illness (see Confidential Health Form), so that proper care and attention can be given when necessary.
- The Residence Program, in consultation with Student Services, reserves the right to refuse, change or terminate residence accommodation, if it becomes apparent that I withheld any essential medical information, or that a physical, mental or behavioural condition while in Residence, appears to affect the well being of other students.
- I understand that Rocky Mountain College reserves the right to cancel any application on medical or any other grounds and agree, if assigned to Rocky Mountain College's Residence Program, to comply with the Residence Program Agreement and the regulations of Rocky Mountain College.

Student Signature: _____ Date: _____

Parental Guarantee (to be completed and signed if applicant is under 18 years).

I guarantee to pay all charges arising out of the Residence Reservation and Damage Deposit and Contract for the said Applicant.

Guarantor's Name (please print): _____

Guarantor's Signature: _____ Date: _____



CONFIDENTIAL PERSONAL REFERENCE

Rocky Mountain College

WAIVER STATEMENT

Applicant's Name: *(Please Print)* _____

Email: _____ Phone: _____

I authorize the release of the disclosed information by the person completing this Reference form. I waive any right or privilege to inspect or challenge the contents of this reference. I understand that this information will be held in confidence by Rocky Mountain College and will not be released to anyone (other than employees, agents, representatives and/or professional advisors of RMC) without the permission of the person giving such character reference.

Signature of Applicant

Date

Signature of Parent/Guardian (if applicant is under 18)

Date

**The above named individual is applying for admission to Rocky Mountain College.
Your appraisal is important in determining probable success in college.**

Name of person completing this form: _____ Position: _____

Relationship to Applicant: _____ Telephone: (____) _____

Address: _____
Street/PO Box City/Town Province/State Postal /Zip Code

Does the applicant profess to have a personal relationship with Jesus Christ? Yes No

How would you evaluate the applicant's level of spiritual commitment?

To what extent is the applicant engaged in church activities / youth events?

Are you aware of any physical, mental or emotional issues which may affect the applicant's performance in an academic setting?

Would you know if we could be of assistance to this student in areas such as: alcohol, tobacco, non-medical drugs, gambling, dishonesty, occult activity, inappropriate movies/videos and/or sexual immorality.

Please list the applicant's strengths, as well as any special gifts or talents.

How would you rate the applicant as to the following:

	No Basis for Judgment	Poor	Below Average	Average	Above Average	Excellent
Academic ability						
Motivation						
Writing skills						
Self-discipline						
Independence						
Creativity						
Leadership						
Self-confidence						
Warmth of personality						
Concern for others						
Reaction to criticism						
Reaction to setbacks						
Respect for classmates						
Respect for elders						
Response to authority						
Social readiness for college						

Comments to above:

Summary and Recommendation:

- Summarize and assess quality and promise as a college student, such as character, maturity, and personal values. Where does the applicant excel?

- I recommend this applicant for admission to Rocky Mountain College:

	Not recommended	Without enthusiasm	Fairly Strongly	Strongly	Enthusiastically
For Academic Promise					
For Character and Personal Promise					
Overall Recommendation					

Signed: _____

Length of time acquainted with applicant: _____

Date: _____

Mail or Fax completed form to:
Rocky Mountain College
 4039 Brentwood Road NW, Calgary, AB T2L 1L1
 Phone: (403) 284-5100 Fax: (403) 220-9567
 Toll Free: 1-877-968-6762

How would you rate the applicant as to the following:

	No Basis for Judgment	Poor	Below Average	Average	Above Average	Excellent
Academic ability						
Motivation						
Writing skills						
Self-discipline						
Independence						
Creativity						
Leadership						
Self-confidence						
Warmth of personality						
Concern for others						
Reaction to criticism						
Reaction to setbacks						
Respect for classmates						
Respect for elders						
Response to authority						
Social readiness for college						

Comments to above:

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	Not recommended	Without enthusiasm	Fairly Strongly	Strongly	Enthusiastically
For Academic Promise					
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Signed: _____

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Email: _____ Phone: _____

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Signature of Applicant

Date

Signature of Parent/Guardian (if applicant is under 18)

Date

Name of person completing this form: _____ Relationship to Applicant: _____

Email: _____ Telephone: (____) _____

Address: _____
Street/PO Box City/Town Province/State Postal /Zip Code

Thank you for your time and considered attention. The candidate for admission is applying to a 2-year theatre arts training program. It is a conservatory approach that demands of the student long hours, emotional maturity, intellectual capacity, talent, personal awareness and will power.

Please refer the candidate. The following questions suggest the type of information that we find useful:

How long and in what capacity have you known the applicant? _____

What do you consider the applicant's talents or strengths?

Contact:

Enrolment Office
Rocky Mountain College
4039 Brentwood Road NW
Calgary, AB Canada T2L 1L1
Phone: 1-877-968-6762 (toll free)
(403) 284-5100 ext. 100
Fax: (403) 220-9567
Email: registrar@rockymountaincollege.ca
www.rockymountaincollege.ca