

HOW TO COMPLETE MEMBERSHIP APPLICATION IN ADOBE READER

WHAT IS A PDF?

Portable Document Format (PDF) is the global standard for capturing and reviewing information from almost any application on any computer system and sharing it with virtually anyone, anywhere. With the launch of Adobe Acrobat X software, PDF is more secure and more dynamic than ever. That's why individuals, businesses, and government agencies around the world trust and rely on PDF files to communicate their ideas and vision.

Multiplatform—PDF files are viewable and printable on virtually any platform, including Windows and Mac OS.

Trusted and reliable—More than 150 million PDF documents publicly available on the Web today, along with countless PDF files in government agencies and businesses around the world, serve as evidence of the number of organizations that rely on PDF to capture information.

Searchable—Text-search features in documents and metadata make PDF documents easily searchable.

HOW DO I WORK THROUGH THE MEMBERSHIP APPLICATION?

This PDF application has been enabled in Adobe Reader as an electronic fillable form. This feature allows you to save the file to your computer, fill out the application electronically, and e-mail it to its final destination.

- 1. Open the PDF and save it to your computer.** You may want to change the name slightly so you know that it is your copy of the application. You'll want to keep the file for your school's records.
- 2. Navigational buttons help you through the document.** Navigational buttons are located at the bottom of each page.
- 3. Blue text indicates a hyperlink.** When you click on the text, it will send you to the appropriate page or website (example: [Link to beginning of 2011/2012 Membership Application](#)).
- 4. Blue-shaded areas in the application are fillable.** If there is a blue-shaded area on the page, it is designated for you to fill in the information required in the application process. Blue shading can be turned on and off by the Highlight Fields button in the top right-hand corner.
- 5. E-mail completed application.** Once you have completed the application, save it and then e-mail the file as an attachment to acsiec@sympatico.ca. Type **2011/2012 Membership Application** in the subject line of your e-mail.

If you don't have Adobe Reader, you can get a free download by clicking the Download Free Adobe Reader button below.

WHAT IS ADOBE READER?

Adobe Reader is a free program that is the global standard for reliably viewing, printing, and commenting on PDF documents. Adobe Reader allows viewers to open, interact with, and access all types of content, including forms and multimedia in PDF.

INVESTMENT OPPORTUNITIES

Haiti Ministry Gift

Your school can help change the poorest country in the Western Hemisphere by supporting ACSI Eastern Canada's Haiti ministry. Over one million students attend evangelical Christian schools there. These students represent over 60 percent of Haiti's student population, so Haiti is clearly a unique opportunity to transform hearts and minds of students and thereby transform the future of that entire nation. But these schools lack essentials including basic school supplies and trained teachers. That's where we come in! Your support allows us to send teams of teacher trainers and to ship a variety of school supplies. We are even able to supply a rare and prized gift to Haitian Christian school students—their own Bibles. Please give generously.

Legal Defense Fund

As our culture drifts further from Christian foundations, the ability to defend ourselves in the courts is becoming increasingly important. In the interest of all member schools, please support this fund.

OPTIONAL ACSI PROFESSIONAL LEADERSHIP ASSOCIATIONS

For the Early Educator

Join hundreds of your colleagues who have become individual members of IACEE for the purpose of personal and professional growth.

Membership benefits include ...

- Subscription to *Christian Early Education*
- Annual professional development book and CD
- Membership pricing on ACSI catalog products
- Membership certificates

For more information, visit www.acsi.org/kwiacee.

For Administrators and Board Members

The International Association of Christian School Administrators and Board Members (IACSA&B) is a professional leadership association that helps leaders thrive at the cutting edge of the Christian school movement. For an individual to gain membership, the individual's school must be a current member of ACSI. Member benefits include ...

The SEAL: a newsletter, issued eight times a year, containing reviews of books and leadership articles as well as application to the Christian school context

Event voucher: \$30 toward an ACSI professional development event, which includes enablers, the Leadership Academy, and the International Institute for Christian School Educators (IICSE)

Books: one new book each year (Derek Keenan, vice president for Academic Affairs, selects each book that will serve as an invaluable resource to enhance your effectiveness as an administrator or a board member.)

Opportunities for interaction: optional participation in the LISTSERV for ACSI administrators (E-mail csaie@villagechristian.net with the word *subscribe* in the message area, or visit www.villagechristian.org/miscpages/csaie.aspx and follow the directions provided there.)

Member prices: the discounted prices on all trade books (but not textbooks) listed in the current ACSI catalog

Webinars: great opportunities for professional development through special webinars just for administrators and board members (The topic of Board Governance is an example of what to expect.)

Certificate: a personalized certificate (to be displayed in your office) that reflects your IACSA&B membership

For more information, visit www.acsi.org/kwiacsab.

It is **important** that **all information** be current and complete. Please review it carefully, because this information will be used for the online ACSI Member Directory, and it affects services to your school. Return this signed and completed form by October 1 to acsiec@sympatico.ca, or if you don't have access to e-mail, please send the form to

Association of Christian Schools International
 1 Wenden Court, RR #2, Minesing, ON LOL 1Y2
 Phone 705-728-7344 Fax 705-728-4401

CONTACT INFORMATION

Fill out a separate form for each location within the organization, and return the forms together to prevent a delay in processing.

Institution name: _____

Mailing address: _____

City: _____ Province: _____ Postal code: _____

Institution physical address (if different from mailing address): _____

City: _____ Province: _____ Postal code: _____

Phone: _____ Fax: _____ Year founded: _____

E-mail: _____ Website: _____

LEADERSHIP (List all names that apply to this location.)

ACSI Contact Name, Title—**Required** _____

ACSI Contact E-mail _____

Chief Officer 1 Name, Title _____

Chief Officer 1 E-mail _____

Chief Officer 2 Name, Title _____

Chief Officer 2 E-mail _____

Chief Officer 3 Name, Title _____

Chief Officer 3 E-mail _____

Chief Officer 4 Name, Title _____

Chief Officer 4 E-mail _____

Chief Officer 5 Name, Title _____

Chief Officer 5 E-mail _____

Chief Officer 6 Name, Title _____

Chief Officer 6 E-mail _____

Number of professors (full- and part-time) in your institution _____

STUDENT ENROLLMENT Enrollment _____ Accredited by _____

FREE DIRECTORY AD FOR MEMBER INSTITUTIONS

Member colleges and universities receive a complimentary six-month website ad as a benefit of membership. We offer one banner size only, with specifications listed below.



Free Web Ad Size

- 1 pixel black border around your banner
- 72 dpi 24 bit RGB Color
- JPG format, less than 40KB

For artwork specifications or for more information, e-mail advertising@acsi.org.

**PARTIAL LIST OF BENEFITS FOR ACSI MEMBER
 CHRISTIAN HIGHER EDUCATION INSTITUTIONS**

- Your school will receive a mailing list of the Distinguished Christian High School Student award students (more than 7,000 students) by e-transfer—free.
- Your school may pursue ACSI approval programmes for your teacher education department and graduate administration programmes. These ACSI programmes approve—but do not accredit—your education department programmes. Approval means that graduates from approved programmes receive automatic ACSI certification, samples of all ACSI curriculum, and more.
- Your institution will have free registration at the ACSI convention in your region. ACSI sponsors more than 30 conventions and conferences attended by more than 20,000 educators. Your school can also reserve booth space at teacher conventions and administrator/board and early education conferences. Contact the ACSI exhibit office at 888-892-4259 for exhibit information or go to www.acsi.org and select *Advertisers and Exhibitors* to view the *Exhibitor Catalog*.
- Upon request to our Colorado Springs headquarters, your enrollment office will receive an e-transfer of all ACSI member high school addresses. Contact 719-528-6906, ext. 108.
- Your institution will receive a free six-month website banner with a direct link to your site. Our website generates more than 900,000 visitors per month, and each ad receives about 30,000 views monthly. For artwork specifications, contact ACSI advertising at 719-528-6906, ext. 123.
- Your institution will be listed in the ACSI online directory.
- Your institution will receive free subscriptions to ACSI's national and regional publications, including *Legal/Legislative Update*, *Christian School Education*, and *Christian Early Education*.
- Your school can take advantage of reduced prices on an ever-expanding array of ACSI curriculum and trade publications. For a free catalog or to place an order, call 800-367-0798.
- Your institution will receive a free Internet hot link from ACSI's website to your school's existing website. If your school does not have a website, ACSI can develop and maintain a limited Web page for you for a nominal annual fee. To add a hot link to ACSI, e-mail webmaster@acsi.org.

MEMBERSHIP QUALIFICATIONS

Your institution must be accredited by a recognized (CHEA) accrediting agency, or if not accredited by an approved accrediting agency, your institution must submit to ACSI the following documentation for evaluation and verification prior to membership approval:

- Most recent institutional catalog
- Proof of four years of existence
- Proof of state, country, or provincial recognition as a degree-granting institution
- Proof of faculty credentials and curricular credibility
- Proof that credits transfer to fully accredited undergraduate or graduate institutions
- Any other information deemed appropriate to assist in evaluation

ACSI OFFICE USE ONLY

ID _____ Invoice date _____

Region _____ Check # _____

MEMBERSHIP FEE WORKSHEET

Student Fee (Use chart below.)

| | | |
|------------------------|---------|-------|
| 0–250 students | \$475 | _____ |
| 251–500 students | \$750 | _____ |
| 501–1,000 students | \$925 | _____ |
| 1,001–1,500 students | \$975 | _____ |
| 1,501–2,000 students | \$1,050 | _____ |
| 2,001 or more students | \$1,125 | _____ |

(1) School Fee Subtotal _____

Membership for Individuals—optional (See page 2.)

(IACEE) International Association of Christian Early Educators \$45 x _____ = _____
 Individuals

IACEE Member Name _____

IACEE Member E-mail _____

(IACSA&B) International Association of Christian School Administrators and Board Members \$85 x _____ = _____
 Individuals

IACSA&B Member Name _____

IACSA&B Member E-mail _____

(2) Individual Membership Subtotal _____

Donations—optional (See page 2.)

Haiti Ministry Gift _____

Legal Defense Fund _____

(3) Donations Subtotal _____

Payment Options (Choose one.) Billing options only available through November 30th.

Paying full amount now

Paying half amount now—second half due by November 30th (\$30 billing fee) _____

(4) Billing Fee _____

Total of Fees 1–4 _____

Keep a copy of this application for your records. Your copy of this application is your itemized invoice and receipt.

CODE OF CONDUCT

The Association of Christian Schools International believes that Christian schools must pursue excellence. As a member of the Association of Christian Schools International, we are committed to

- Offer adequate programmes to meet the needs of all admitted students
- Hire faculty members who are qualified for their assignments
- Provide facilities that are appropriate for the educational programmes we offer and that meet local health, safety, and sanitation standards
- Meet legal requirements for existing as a private school
- Engage in ongoing school improvement and in the core components as outlined in ACSI's *Essential Elements of an Effective Christian School*:
 - Truth
 - Intellectual Development
 - Christian Educators
 - Potential in Christ
 - Operational Integrity

STATEMENT OF FAITH

We believe the Bible to be the inspired, the only infallible, authoritative, inerrant Word of God (2 Timothy 3:16, 2 Peter 1:21).

We believe there is one God, eternally existent in three persons—Father, Son, and Holy Spirit (Genesis 1:1, Matthew 28:19, John 10:30).

We believe in the deity of Christ (John 10:33), His virgin birth (Isaiah 7:14, Matthew 1:23, Luke 1:35), His sinless life (Hebrews 4:15, 7:26), His miracles (John 2:11), His vicarious and atoning death (1 Corinthians 15:3, Ephesians 1:7, Hebrews 2:9), His Resurrection (John 11:25, 1 Corinthians 15:4), His Ascension to the right hand of God (Mark 16:19), and His personal return in power and glory (Acts 1:11, Revelation 19:11).

We believe in the absolute necessity of regeneration by the Holy Spirit for salvation because of the exceeding sinfulness of human nature and that men are justified on the single ground of faith in the shed blood of Christ and that only by God's grace and through faith alone are we saved (John 3:16–19, 5:24; Romans 3:23, 5:8–9; Ephesians 2:8–10; Titus 3:5).

We believe in the resurrection of both the saved and the lost; they that are saved unto the resurrection of life, and they that are lost unto the resurrection of condemnation (John 5:28–29).

We believe in the spiritual unity of believers in our Lord Jesus Christ (Romans 8:9, 1 Corinthians 12:12–13, Galatians 3:26–28).

We believe in the present ministry of the Holy Spirit by whose indwelling the Christian is enabled to live a godly life (Romans 8:13–14; 1 Corinthians 3:16, 6:19–20; Ephesians 4:30, 5:18).

AFFIRMATION

Your signature indicates that you have completed all applicable sections. Your signature affirms the following:

- Your school's full- and part-time personnel and board members are followers of Christ who acknowledge Jesus as Lord and Savior.
- Your school does not discriminate in employment on the basis of gender, race, national or ethnic origin, age, or disability; nor does the school discriminate in enrollment or in the provision of its programmes or services on the basis of gender, race, or national or ethnic origin.

Receipt of this form indicates permission for ACSI to contact you via the school e-mail address or fax number and acknowledges that your school's contact information may appear in the online membership directory.

SIGNATURE

Your signature indicates that you have completed all applicable sections. Your signature affirms the following:

1. I have read, and I agree with, the ACSI Statement of Faith.
2. I have read, and our school complies with, the above points of affirmation.
3. I have read, and our school is committed to, the above code of conduct.

Signature

Date

Printed Name and Title

ADDITIONAL IACEE MEMBERS

ADDITIONAL IACSA&B MEMBERS

ADDITIONAL INFORMATION AND COMMENTS