



Student Handbook

September 2010 – May 2011

Table of Contents:	Page
Theological Perspectives	2
Student Life	3
Community Life	4
Mission Trips	6
Student Housing	7
Finances	7
Student Accountability	7
Particularia	8
Appendix A: Statement of Faith	9
Appendix B: Apartment and Building Rules	12
Appendix C: Sample Rental Agreement Form	13
Appendix D: Maintenance Request Form	14
Appendix E: Consent of Statement of Faith Form	15
Appendix F: Consent of Student Handbook Form	16

“For from the rising of the sun to its setting my name will be great among the nations, and in every place incense will be offered to my name, and a pure offering. For my name will be great among the nations, says the LORD of hosts.”

Malachi 1:11 (ESV)

THEOLOGICAL PERSPECTIVES

The *To Every Tribe* Statement of Faith is published on www.toeverytribe.com and in Appendix A of this handbook. CPCP instructors and staff will be teaching in accord with the *To Every Tribe* Statement of Faith.

Theological Consent

All CPCP students are required to verify that he or she agrees with the *To Every Tribe* Statement of Faith by signing a Consent of Statement of Faith Form.

Students are not required to adhere to every statement contained in the Statement of Faith, but must indicate where they are in disagreement. The CPCP staff will determine whether or not any disagreements are acceptable for training and ministry under *To Every Tribe*.

Some doctrinal disagreement by students is expected, even where brothers and sisters in Christ are basically like-minded. Not all degrees of disagreement are acceptable, especially when the disagreement is so serious as to impact one's ability to work in harmony with others as team members who are pursuing common goals of ministry. In those cases, action will be taken and will be determined by the leadership of CPCP in discussion with the student(s) involved.

If at any time during the term of study, a student finds that his or her views have changed, he or she is required to notify the CPCP staff in writing. Disagreement will not necessarily mean expulsion, but will be assessed to determine its impact on the student's ministry and relationships under *To Every Tribe*. It is the sole responsibility of the CPCP staff to determine the student's future relationship with the school.

Perspectives on Gender

To Every Tribe and the *Center for Pioneer Church Planting* accepts women as students and missionaries based upon the following biblical principles:

1. The calling of God to be engaged in mission is the same for all believers regardless of gender.
2. Because of their gender, women are able to contribute to mission in ways that men cannot, such as developing relationships with other women and children, just as men are able to contribute to mission in ways that women cannot.
3. Christian history confirms over and over again that women have an anointed and effective role in mission.
4. Since God created both males and females as a more complete reflection of His glory than one gender alone, God can be most glorified in mission through teams of both men and women.

Therefore,

1. All CPCP students are respected and treated as equals regardless of gender.
2. The awarding of a Certificate of Graduation from the *Center for Pioneer Church Planting* bestows the same honor and standing upon its recipients regardless of gender.

3. The commissioning of missionaries by *To Every Tribe* bestows the same honor and standing upon its recipients regardless of gender.

STUDENT LIFE

Class Attendance

Students are expected to be present for classes at all times unless some form of emergency, illness, etc. prevents their attendance. Any time a student finds they will miss a class; they are required to notify the instructor or CPCP staff that they will not be present and the nature of their absence. Students are also expected to be on time for all classes.

Class Participation

We want our students to participate in all aspects of classroom activities. It is desired that you ask questions, state your own opinions and participate in discussion. This should be done in a manner consistent with Christian character and charity (Col. 3:12-17). Cell phones, Mp3 players, and other electronic devices are to be turned off during class sessions. Other auditorily or visually distracting activities are also discouraged.

Homework

Students are expected to complete all homework assignments on time.

Library/Study Facilities

Students are encouraged to use the books that are provided in the Library area. The books are to be signed out and signed in when returned. Books should be kept in good condition, free from underlining, highlighting, abusive treatment, etc. If, as a result of student damage, a book is rendered unfit for circulation in the library, the student will be responsible to pay for a replacement.

Chapel

While the student body and staff are not a church, we are a community of believers. Worship is central to all that we do. The CPCP community will gather for times of corporate worship regularly on Tuesday and Thursday mornings before classes. All CPCP students are expected to attend and participate in chapel services. The spouses and children of students are welcomed and encouraged to attend chapel services.

Standards of Conduct

Students must conduct themselves in a way which reflects a commitment to holy living: doing what the Bible requires, abstaining from what the Bible forbids, and carefully discerning the will of God in every area of life. In addition, CPCP believes that there are some practices which, though they may not necessarily go against specific biblical teachings, are not in the best interest of others in the community. Students are expected to encourage each other to live according to these standards. For this reason, students who are present when behavior occurs that violates the standards may be found responsible for supporting the behavior.

1. Students at CPCP are to practice all the virtues taught in the Scriptures such as: self-discipline, modesty, patience, and honesty and are expected to worship in a local church regularly.

2. Students are also required to abstain from all activities which violate biblical teachings such as: theft, drunkenness, slanderous or profane language, all forms of dishonesty including cheating, and sexual sins (such as premarital sex, adultery, homosexual behavior and the use or possession of obscene or pornographic material). Students must reject all sinful attitudes such as greed, jealousy, pride, lust and prejudice against those of a different race, gender, socio-economic status, etc.
3. Additionally, students are to use wisdom and Christ-like discretion in the application of biblical principles to decisions regarding all areas of life such as: the involvement with various forms of media, all non-school organizations, social interaction, and the physical expression of intimacy in relationships. When students are off campus, they should select places of business, organizations, or events that would promote and support these Standards of Conduct.
4. The Scriptures call us to obey the authorities which have been placed over us in the civil government. All students are required to uphold local, state, and federal law except on the rare occasions when compliance with the civil authority may be in conflict with the Scriptures. Students violating any civil law such as: possession of illegal substances, underage drinking, illegal possession of firearms, physical or verbal harassment, gambling, copyright violations, illegal entry, the possession, sale and use of fireworks, etc., may be referred to the civil authorities for prosecution, and may also be subject to disciplinary action by the CPCP staff.

COMMUNITY LIFE

We see those who live on the CPCP campus or who participate in the CPCP program as more than a mere collection of individuals or families. We are a community. This is inherent in our common experiences as classmates, co-workers, residents, and fellow believers. Beyond this, community is a goal we seek to accomplish as part of the necessary preparation for the mission field. We want students to begin to experience here what they will face as teams on the field.

Community Gatherings

Gatherings of the entire CPCP community for various purposes (such as meals, worship, programs, recreation, etc.) will be held periodically. Everyone is expected to volunteer in the planning, set-up, and/or clean-up of community gatherings. Children are normally invited and welcomed at community gatherings. Due to the nature of our facilities and the number of people who may occupy them during these gatherings, all people are asked to be mindful of the noise and activity level. Parents are expected to supervise their children in such a way as to keep their noise and activity at respectable levels so as to not inhibit the fellowship of others. If children are making distracting noises and cannot be coaxed to be quiet by verbal instruction, parents are expected to remove their child from the room until the child is able to be quiet.

Hospitality

There are numerous exhortations in Scripture for believers to exercise the gift of hospitality. Thus, we expect all students, single and married, to be hospitable to one another by welcoming others into their “home” and periodically sharing meals. All students are expected to extend the same hospitality by providing a meal periodically to our visiting instructors. While the development of friendships is expected and encouraged, students should seek to avoid creating cliques, and be intentional about reaching out to include others, especially those who tend to not reach out on their own.

Romantic Relationships

It is our prayer that those going on the mission field will be blessed by God with a loving, supportive, like-minded marriage partner. At the same time, we recognize that the Lord does call some to singleness. Since the CPCP gathers believers who are like-minded about their commitment to mission, it is not uncommon for students to find much in common with students of the opposite sex. Thus, the potential for the development of romantic relationships is not unanticipated. Yet, it is also understood that such relationships are not expected of single students.

The interpersonal dynamics related to romantic relationships can create both joy and frustration. The development of romantic relationships between single students is neither encouraged nor discouraged. Students should be aware, however, that such relationships can have a negative impact on their CPCP experience, such as: distracting from class and learning experiences, from developing relationships within the broader community, inhibiting community and/or team development, etc. Thus, entering into romantic relationships should be done so cautiously and advisedly. Students in romantic relationships will be expected to submit themselves to the accountability of a trusted mentor(s). There are times when all students will be expected to participate in the life of the school and/or community as individuals apart from their romantic or marriage relationship.

Community Service

The CPCP operates as economically efficient as possible without sacrificing the goals of the school. This also helps to keep student fees as low as possible. Thus, students and families are expected to contribute to the community through various acts of on-campus service. Such opportunities will be made available to the students and residents by the CPCP staff.

Community Areas

Certain areas of the CPCP campus are considered community area, meaning they are available for use by any and all members of the community. These areas include the Classroom, the Laundry Building, lawns, parking lots, and sidewalks. These areas may be freely used by students and families. That privilege carries certain responsibilities, such as: the proper storage or removal of all items each time usage is completed, reporting any damage, respect for the usage of those areas by others at the same time, maintaining respectful noise levels in light of those who may be studying or sleeping near by, and doing the appropriate cleaning after each use.

Apartment residents may feel free to utilize or decorate (such as potted plants) the sidewalk outside their own apartment. However, since these sidewalks are also community area, toys and other items should not be left in such a way as to prohibit people from freely walking past your apartment. Apartment residents may utilize the space under the staircases for storage. Apartment residents are responsible for the cleanliness, safety, and security of their own possessions which are left outside. Apartment residents are permitted, with the prior approval of the CPCP staff, to obtain and use their own storage containers outside their apartment. The parking lots are primarily for parking, but may be used by residents for other purposes with caution and a commitment to keep the lots open for parking.

The Office Building and the Instructor's Apartment in the Classroom Building are not community areas. Residents are expected to adhere to the Laundry Usage Guidelines posted in the Laundry Building.

Community quiet hours are from 10:00 pm - 8:00 am daily.

These responsibilities call us to be respectful of others in our community and neighborhood, to be good stewards of the material blessings the Lord has provided us, and to present a good witness to our neighbors and local community.

MISSION TRIPS

Mission trips into Mexico are required of all students, unless there is some prevailing reason why they cannot participate. Students who are not planning to serve in Mexico long-term will, nevertheless, gain valuable experience by participating in the Mexico missions. The cost of all Mexico mission trips is included in the CPCP tuition fees.

The annual Papua New Guinea trip, though highly recommended for everyone, is not required for those students who cannot afford it, or if a student would prefer to participate in an additional missionary activity in Mexico during that time. The PNG trip is one of the highlights of the CPCP experience as David Sitton and Rod Conner create opportunities to put into practice many of the things learned in the classroom. This trip is highly beneficial for all students regardless of where they will eventually end up serving. The cost of the Papua New Guinea trip is not included in the student's tuition, and is, therefore, an additional charge.

Students will gain leadership experience as they assist in the planning, preparation, and execution of all duties required for each mission trip. This may include assisting in securing and transporting supplies to the main gathering point; securing, loading and driving vehicles and trailers; assisting incoming (non-CPCP) team members; and serving as team leaders and co-leaders in the various ministry locations.

Students are required to have a valid US (or their home country) passport; a valid (certified) birth certificate; some form of health care insurance; all required

medications/vaccinations and/or other medically required items to maintain their health and safety in the areas to which they are traveling. *To Every Tribe*/CPCP staff will provide medical information as required for each trip.

STUDENT HOUSING

Housing is available for CPCP students (single and married) in the *To Every Tribe* apartment facilities on a first-come, first-served basis. Single students will be expected to share an apartment and/or bedroom with other single students. Apartment and room assignments are the sole discretion of the CPCP staff, but students requests are welcomed and will be considered. Males and females will not be housed in the same apartment. Students are required to adhere to the Rules for Apartments and Buildings found in Appendix B, and to sign a form indicating their acknowledgment of these responsibilities.

Unless an exception is granted by the CPCP staff, all CPCP students must reside in on-campus housing facilities. If students are granted an exception, they may choose to find their own housing at some other location. The CPCP staff will attempt to assist those students in finding off-campus housing.

The cost of housing will be the student's responsibility. Students are responsible for their own meals.

FINANCES

All students are required to raise their own support. Support checks may be sent through *To Every Tribe*. Those donors will receive tax-deductible receipts. No administration fees will be charged for CPCP students.

Financial aid may be granted based on need and availability of funds. However, neither *To Every Tribe* nor CPCP makes any guarantee that such funds will be available in any given year.

All students are required to provide for their own medical and renter's insurance.

STUDENT ACCOUNTABILITY

Students are expected to strive to live in a Christian manner. We understand that we remain fallen and that there will be times when un-Christian behavior occurs. In such cases, students are expected to practice biblical admonitions for forgiveness and reconciliation as appropriate.

CPCP retains the right to discipline any student at any time at our discretion when that student's behavior fails to meet the required standards as befits a follower of the Lord

Jesus Christ. Discipline may take the form of admonition, removal of privileges, and/or dismissal.

Forms of behavior leading to dismissal may include, but are not restricted to, any instance of possession or use of illegal drugs, firearms, pornographic materials and any form of sexual, physical or verbal harassment. Continued use of vulgar/obscene language will not be tolerated. Improper dress as befits a believer in the Lord Jesus Christ will not be tolerated.

Failure to regularly attend classes, meet the necessary financial requirements, or maintain the facilities as required may be reasons for dismissal.

PARTICULARIA

The receipt of a Graduation Certificate from the CPCO marks the successful completion of the CPCP's academic and training program. The receipt of a Graduation Certificate does not, by itself, assume that the graduate will be authorized to be commissioned as a missionary under *To Every Tribe*. Additional qualifications for commissioning may apply as outlined in the *To Every Tribe* Missionary Handbook.

Though *To Every Tribe* hopes that its CPCP graduates would desire to be commissioned by and serve under *To Every Tribe*, *To Every Tribe* does not assume or require that its CPCP graduates will choose *To Every Tribe* as their sending agency.

The contents of this Student Handbook may be added to, deleted, or otherwise revised at any time by the CPCP staff at their discretion. Students will be expected to abide by or adhere to any such revisions.

Appendix A

To Every Tribe Statement of Faith

The Word of God

We believe that the Bible is the Word of God, fully inspired and without error in the original manuscripts, written under the inspiration of the Holy Spirit, and that it has supreme authority in all matters of faith and conduct.

2 Timothy 3:16; 2 Peter 1:20-21; Mark 13:31; John 8:31; John 20:31; Acts 20:32

The Trinity

We believe that there is one living and true God, eternally existing in three persons; that these are equal in every divine perfection, and that they execute distinct but harmonious offices in the work of creation, providence and redemption.

Genesis 1:1, 26; John 1:1, 3; Matthew 28:19; John 4:24; Romans 1:19-20; Ephesians 4:5-6

God The Father

We believe in God the Father, an infinite, personal spirit, perfect in holiness, wisdom, power and love. We believe that He concerns Himself mercifully in the affairs of men, that He hears and answers prayer, and that He saves from sin and death all who come to Him through Jesus Christ.

Luke 10:21-22; Matthew 23:9; John 3:16-17; 6:27; Romans 1:7; 1 Timothy 1:1-2; 1 Timothy 2:5-6; 1 Peter 1:3; Revelation 1:6

Jesus Christ

We believe in Jesus Christ, God's only begotten Son, conceived by the Holy Spirit. We believe in His virgin birth, sinless life, miracles and teachings. We believe in His substitutionary atoning death, bodily resurrection, ascension into heaven, perpetual intercession for His people and personal visible return to earth.

Matthew 1:18-25; Luke 1:26-38; John 1:1; 20:28; Romans 8:46; 9:5; 2 Corinthians 5:21; 1 Peter 2:21-23; John 20:30-31; Matthew 20:28; Ephesians 1:4; Acts 1:11; Romans 5:6-8; Romans 6:9-10; Hebrews 9:28; 1 Timothy 3:16

The Holy Spirit

We believe in the Holy Spirit who came forth from the Father and Son to convict the world of sin, righteousness and judgment and to regenerate, sanctify and empower all who believe in Jesus Christ. We believe that the Holy Spirit indwells every believer in Christ, that He is an abiding helper, teacher and guide.

John 14:16-17, 26; John 16:9-14; Romans 8:9; 1 Corinthians 3:16; 1 Corinthians 6:19; Galatians 5:22-26

Man

We believe that man was created by God in His own image; that he sinned and thereby incurred physical, spiritual and eternal death, which is separation from God, that as a consequence, all human beings are born with a sinful nature and are sinners by choice and therefore under condemnation.

Genesis 1:26-27; Genesis 2:16-17; 3:6; Romans 3:10-12; 3:23; Ephesians 2:1-3
Romans 1:18-21; Revelation 20:12-14

Regeneration

We believe that those who repent and trust Jesus Christ as Savior have been regenerated by the Holy Spirit and have become new creatures in Christ. They have been delivered from condemnation and have eternal life.

Genesis 1:26; 5:2; Genesis 2:17; John 3:14; 5:24; John 8:12; 10:26; Romans 9:22;
2 Thessalonians 1:9; Revelation 19:3, 20; Revelation 14:15; Psalm 51:7; Jeremiah 17:9;
James 1:14; Romans 3:19; 5:19; Proverbs 28:13; 1 John 1:9; 3:16; John 1:13;
2 Corinthians 5:17; Romans 8:1

The Gospel

We believe that the gospel of Jesus Christ is the power of God for salvation to everyone who believes. It proclaims how one may receive the righteousness of Christ alone by grace alone through faith alone and so be justified in God's sight.

Justification is an act of God's sovereign grace in which He pardons all our sins, once and for all declares us to be righteous in His sight by the righteousness of Christ imputed to us and received by faith alone.

We believe God sovereignly declares a sinner righteous, once and for all, through faith by imputing the righteousness of Christ to the sinner's account and forgiving his sins.

Romans 1:16; Romans 5:17-19; Hebrews 10:14; Romans 3:24-25; Galatians 2:16;
Romans 4:4-8; Philippians 3:9

The Church

We believe in the local church, consisting of believers in Jesus Christ, baptized on a credible profession of faith, and united for worship of God, fellowship with the saints, and the work of the ministry.

Ephesians 2:19-22; Acts 1:8; Ephesians 5:19-21; Acts 2:42; Hebrews 10:23-25

The Ordinances

We believe that the Lord Jesus Christ has committed two ordinances to the local church, baptism and the Lord's Supper. We believe that baptism is the immersion of the believer into water into the name of the triune God. We believe that the Lord's Supper was instituted by Christ for the commemoration of His death. We believe that these two ordinances should be regularly observed and administered until the return of the Lord Jesus Christ.

Matthew 28:18-20; Romans 6:3-5; 1 Cor. 11:23-26

The Last Things

We believe in the personal and visible return of the Lord Jesus Christ. We believe in the resurrection of the body, the final judgment, the eternal felicity of the righteous and the endless suffering of the wicked.

Matthew 16:27; Mark 14:62; John 14:3; Acts 1:11; Philippians 3:20;
1 Thessalonians 4:15; 2 Timothy 4:1; Titus 2:13; 1 Corinthians 4:5;
1 Corinthians 15; 2 Thess. 1:7-10; Rev. 20:11-15

Appendix B

Apartment and Building Rules

1. *To Every Tribe* has an arrangement for quarterly pest control. If you are seeing roaches, mice, or ants inside the apartment, let Tommi know immediately.
2. Please use common sense and restraint in putting things on the walls. Kindly use small nails to hang pictures or tape for posters.
3. Report maintenance problems right away, especially any dripping faucets or running toilets. We would rather fix a small problem than a big one. Forms for reporting problems are available in your apt or in the Reception Office.
4. Please take care not to let water get out of the shower curtain onto floor. It can cause water leaks and damage, especially to apartments below you. You will be responsible for damages to apartments caused by carelessness.
5. Please bag all trash. That will help immensely to keep our yard clean because when the truck picks up the dumpster, loose trash flies out and blows around. Trash is picked up on Monday's and Thursday's. The entrance to the dumpster must be kept clear on those days.
6. Take care in using the garbage disposal correctly. It does not like rice, silverware and veggie peelings too much! Run plenty of water when using disposal.
7. If you do not need something that has been placed in your apartment, just box it up and store it in your closet or rent a storage room here in town (at your expense) to store your items. We do not have room to store it and it will need to go back into the apartment when you leave.
8. The beds are practically NEW. Please take care of them, by keeping a mattress pad on it and washing your sheets regularly. If you have young children that are not completely potty trained, make sure there is a plastic mattress protector on the bed under the mattress cover and sheets.
9. If you begin to hear a chirping sound, it is one of your smoke detectors indicating a low battery. If you need assistance in replacing the battery, let leadership know. It takes a 9Volt battery.
10. Replace your AC filter at least once a month. They are very cheap at Wal-Mart. Get the 20" X 20" X 1" size. It will help your unit to operate more efficiently, which will mean a lower bill for you. There is also another filter situated underneath the AC unit, which can be washed and put back in. **IMPORTANT:** Do not allow children to play in that closet. They can become trapped inside because they would be unable to reach the door knob from the inside. In addition, do not use that space for storage. The air must flow freely through the return in order for the AC to work properly.
11. Follow the Laundry Usage Guidelines posted in the Laundry Building.
12. No BBQ pits are allowed to be used on or under balconies must be away from the bldg (insurance co rule)
13. Apartment and Classroom keys may not be duplicated, and must be returned.
14. Children may not climb or play on staircases or banisters.
15. A lot of time, expense, hard work and care has gone into preparing your home for your arrival. Please take care of it so it can be used to glorify God and help further His kingdom for many years to come. We are thrilled you are here!
16. South Texas is a hurricane area. Please go to the following website for information on preparing for potential hurricane threat.
http://www.nhc.noaa.gov/HAW2/english/prepare/supply_kit.shtml

Appendix C

SAMPLE RENTAL AGREEMENT FORM

Date: _____

Between *To Every Tribe* and _____.

Property is located at 602 W. 6th St., Apt. # _____, Los Fresnos, TX 78566.

1. Rent is to be \$_____ per month, payable in advance. Payments received after the 5th of the month are considered past due and a late fee of \$25 will be charged. The first month's rent will be prorated, if needed. First months's rent is \$_____.
2. Tenant is responsible for the electricity bill. The utilities are already turned on and in the name of *To Every Tribe*. Tenant will be informed promptly of amount due. Garbage, water and wireless internet are included with the rent at no charge to tenant.
3. Tenant is to deposit with *To Every Tribe* \$_____ as a security deposit. This will be applied toward the last month's electric bill and damages if any, to the apartment, aside from normal wear and tear. The balance of any funds will be forwarded to tenant. Tenant must provide forwarding address.
4. This lease shall be in effect from ____/____/____ until the end of the CPCP session (mid-August). Tenant may request to extend lease if needed. Terms must be discussed and agreed upon for any extensions.
5. If tenant wants a mailing address for this address, tenant must go to Post Office and pay a fee to have them change the locks (\$15) and then tenant can receive mail at the above address.

By signing below, you are agreeing to the above terms and arrangements. A copy will be furnished to each party.

Tenant's Signature

Date

Representative of *To Every Tribe*

Date

Appendix D

MAINTENANCE REQUEST FORM

Place this form in Maintenance Box in *To Every Tribe* Office.

If there is an EMERGENCY, call Tommi at (956) 233-4353 or (956) 572-2395

Date: _____

Tenant's Name: _____ Apt # _____

Problem:

Tenant's Signature

For Office use only:

Repairs completed on _____ by _____.

MAINTENANCE REQUEST FORM

Place this form in Maintenance Box in *To Every Tribe* Office.

If there is an EMERGENCY, call Tommi at (956) 233-4353 or (956) 572-2395

Date: _____

Tenant's Name: _____ Apt # _____

Problem:

Tenant's Signature

For Office use only:

Repairs completed on _____ by _____.

Appendix E

CONSENT OF STATEMENT OF FAITH FORM

Please sign either Section A or Section B:

Section A

I hereby affirm the *To Every Tribe* Statement of Faith.

Signature _____ Date _____

Section B

While I affirm the *To Every Tribe* Statement of Faith as a whole, I have disagreement or reservations regarding certain statements.

Signature _____ Date _____

Please list the statement(s) in question:

Please explain your disagreement or reservations:

Appendix F

CONSENT OF STUDENT HANDBOOK FORM

I have read, fully understand, and agree to abide by the guidelines and policies published in the *Center for Pioneer Church Planting* Student Handbook as long as I am a CPCP student or a resident on the CPCP campus.

Signature _____ Date _____