



LIFE PACIFIC UNIVERSITY
OFFICE OF ACADEMIC AFFAIRS

THE    
FOURSQUARE
CHURCH

Criteria for Evaluation and Certification of Training Programs/Institutes

Foursquare certifies three types of training programs: Schools of Ministry, Non-Formal Institutes, and Formal Institutes.

- Schools of Ministry (Basic but well-designed training)
- Non-Formal Institutes (Standard)
- Formal Institutes (Highly Developed)

SCHOOL of MINISTRY

To meet the definition of a School of Ministry, an institute must comply with the following criteria:

- Must be certified by the Foursquare Leader Health + Development office and demonstrate that it:
 - provides well-developed training programs
 - follows accepted educational practices
 - commits to growth and development as an institution

LPU transferability benefit: none, students may be able to transfer to other Foursquare non-formal or formal institutions to further their studies.

Process for recognition for Schools of Ministry (SOM)

- Submission of Foursquare SOM application (new) or annual report (ongoing)
- Submission of program content (curriculum)
- Submission of sample course outlines
- Conversation with Foursquare Leader Health + Development Director or Project Manager
- Upon verification that the institute meets the criteria for a SOM, a certificate will be issued

Continued status

- Annual submission of current program content.
- Timely response to requests from Leader Health + Development office
- Completion of Foursquare/LPU annual report
- Attending the annual *Foursquare Leader and Education Forum* at LPU

NON-FORMAL INSTITUTE

To meet the definition of a non-formal Institute, an institute must comply with the following criteria:

- Must be in good standing with the certification process by Foursquare/LPU and demonstrate through its catalog, syllabi, or other materials that it:
 - provides college-level education
 - employs qualified faculty (at least 80% with a BA from an accredited institution)
 - follows accepted academic practices
 - has a history of institutional stability

LPU transferability benefit: Students from Standard Institutes *may transfer up to 21 units* of Bible, Ministry, and/or General Electives into LPU at a 1:3 ratio.

FORMAL INSTITUTES

To meet the definition of a Highly Developed Institute, an institute must comply with the following criteria:

- Must be in good standing with the certification process by Foursquare/LPU
- Publish an academic catalog that includes:
 - list of programs and courses
 - course descriptions
 - academic policies
 - list of faculty and their qualifications
- Minimum 50% faculty with graduate degrees and 90% with Bachelor or Master's degrees from accredited institutions
- Produce an official student transcript including:
 - marked semesters
 - both term and cumulative GPAs
 - grades for each course
 - transcript key
- Publish a course outline/syllabus for every course offered
- Minimum enrollment of 20 students
- Minimum five-year history of ongoing operation
- Academic Dean/Director with an accredited Master's degree
- State authorization to operate as an educational institution and to grant all degrees, certificates, and diplomas that it awards, or documentation of exemption from state authorization
- Additional Certification by outside academic associations recognized by US accrediting agencies is encouraged (for specific bridge program option)

LPU transferability benefit: Students from Highly Developed Institutes *may be able to transfer up to 64 units into LPU at a 1:1 ratio* (determination of amount of credit for each course and whether it meets a course requirement in an LPU program will be based upon the course description in the catalog and the rigor of coursework demonstrated in sample course outlines).

Process for recognition for Non-formal and Formal Institutions

- Submission of catalog, sample transcript, and enrollment figures for past five years.
- Submission of a sample of course outlines/syllabi from at least 3 courses to be reviewed by LPU faculty for college-level outcomes and learning resources, appropriate instructional methodologies and rigor, and alignment between academic credit awarded and student workload.
- Conversation with LPU chief academic officer to ensure Formal status.
- Upon verification that the institute meets LPU's criteria for Non-Formal or Formal status, LPU will issue a Transfer Agreement.

Continued status

- Annual submission of current catalog
- Timely response to requests from the LPU Registrar's Office for updated information
- Timely release of transcripts upon student request
- Demonstrated success of students who enroll with LPU (significant failure or withdrawal rate will require LPU to review status)
- Completion of Foursquare/LPU annual report
- Attending the annual *Foursquare Leader and Education Forum* at LPU