

ADMISSIONS



TRUTH. TRAINING. TRANSFORMATION.

ADMISSIONS

CBS grants admission to Christians who complete the application process and have the ability, in the judgment of the College, to benefit from the educational programs pursued. Christian applicants who do not meet these criteria may be admitted under special circumstances and individual review. CBS reserves the right, at its discretion, to deny admission to any applicant for any reason. Admissions decisions are effective for up to three semesters or one year.

Admission to the College

Applicants must:

1. Submit a completed Application for Admission.
 - A. Applicants should be Christians who believe that Jesus Christ died for their sins and physically rose from the dead (1 Cor. 15:3-4).
 - B. Applicants must be in full agreement with the Code of Conduct described in the Student Life section and must comply with those standards from the point of their admission to the College and throughout their matriculation.
 - C. Acknowledge Graduation Requirements.
2. Pay the applicable application fee(s).
3. Submit an approved government issued, unexpired photo identification, such as a driver's license or state ID, a passport, permanent residency card, military ID, or consulate ID.
4. The College of Biblical Studies-Houston requires all entering students to submit evidence of immunization for bacterial meningitis. The College recommends that all applicants, students, and their families review the list of recommended vaccines that has been compiled by the American College Health Association (ACHA), with assistance from the Advisory Committee on Immunization Practices (ACIP) of the Centers for Disease Control and Prevention (CDC). The College also recommends that all students maintain recommended vaccinations. All entering students must provide proof of vaccination unless the student meets one of the following:
 - A. the student is 22 years of age or older by the first day of the start of the semester; or
 - B. the student is enrolled only in online or other distance education courses; or
 - C. the student is enrolled in a continuing education course or program that is less than 360 contact hours or continuing education corporate training; or
 - D. the student is enrolled in a dual credit course which is taught at a public or private K-12 facility not located on a higher education institution campus; or
 - E. the student is incarcerated in a Texas prison.
5. Submit official transcripts of all colleges previously attended.
6. Submit military transcripts and DD214, if applicable (For more information on obtaining military transcripts, see the "College credit for work, life, and military experience" Subsection below.)
7. Submit official High School Transcript that shows the date of graduation, diploma, or equivalent (GED).
8. Applicants who have earned 12 or more hours of transferable college credit must submit official, sealed college and university transcripts from all schools that have been previously attended. Please be advised that applicants who have less than 12 hours of transferable college credit must submit their official high school transcript, diploma, or GED in addition to official college/university transcripts. College courses taken outside of the United States must be evaluated through an approved translation center (e.g., SpanTran, Global Translators, etc.). Please submit all transcripts to:

College of Biblical Studies
Attn: Office of Admissions
7000 Regency Square Blvd.
Houston, TX 77036
9. Complete placement testing (if applicable). For more information on possible exemptions from placement testing, see "Testing".

Admission to the College does not guarantee admission to any of its academic programs. Program specific requirements are cited under each academic program.

Unconditional Admission

Students who have met all of the requirements listed below will be unconditionally admitted to the College:

- A completed Application for Admission
- Receipt of application fee
- An approved, unexpired form of photo identification (driver's license, passport, permanent residency ID, consulate ID, etc.)
- Official copy of high school transcript* showing the date of graduation, official copy of high school diploma, or one of the approved equivalents to a high school diploma, such as:
 - A GED
 - A certificate of completion of a state authorized exam that the state (in which the exam was completed) recognizes as the equivalent of a high school diploma (for example, the California High School Proficiency Exam)
 - *Please note that an official high school transcript is only required for those who have completed less than 12 hours of transferable college credit (unofficial or official college transcripts must be provided to verify the 12 hours of transferable credit for non-degree seeking students). In the event that a student has more than 12 hours of transferable credit, either 1) a copy of a high school diploma 2) GED or 3) official high school transcripts may be provided.*
- Official transcripts from all colleges/universities that have been previously attended. (The inability to provide all college transcripts may result in a denial of admission.)
- Passing scores on placement testing (or qualifying exemptions to placement testing listed below).

Conditional Admission

Non-high school graduates (excluding dual credit students, please see the “Dual Credit” section for details) may be admitted based on special admission requirements provided that the student has the ability to benefit from college-level instruction. Applicants seeking admission under this category must have completed their sophomore year of high school or be beyond the age of compulsory attendance (18 years old in the state of Texas). Non-high school graduate applicants will be:

- required to complete entrance testing
- restricted from entering degree programs
- ineligible for federal and state aid, grants and loans

Upon analysis of student academic ability, applicants will be required to take Gateway (developmental) courses.

Non-Degree Seeking Students

All students who have not applied to a degree program will be classified as “non-degree seeking.” Non-degree students may enroll for a maximum of 15 credit hours, provided that they have met all individual course prerequisite requirements. Hours taken via audit do not count towards the 15-hour maximum. Neither institutional nor federal aid is available to non-degree students. Admission requirements are the same for these students, with the exception that *unofficial* college/university transcripts and a copy of a high school diploma may be submitted in lieu of official transcripts until they apply for admission into a program. Students who desire to continue beyond the maximum of 15 credits should contact their Academic Advisor regarding program entry. Courses taken as a non-degree student may apply to a degree program according to the degree requirements at the time of application to the degree program.

International Students

The College of Biblical Studies admits non-US citizen, international students to online degree programs only. The College of Biblical Studies does not currently grant admission to individuals requiring an I-20 form or anyone who is in the United States on a visa. International students are required to complete the international student application and pay any international application fees, exchange rates, or other transaction costs. Non-native English-speaking, international students applying to online programs will be required to demonstrate English proficiency through submission of TOEFL scores. All other admissions policies apply.

PROBATIONARY ADMISSIONS POLICY

An applicant may be admitted to the College with a Probationary status. The admission status will be based upon an applicant's academic or disciplinary records, or other applicable information. CBS reserves the right to review, deny, or approve, on a case by case basis, any applicant for any reason. Applicants who currently are on probation/suspension at the last college they attended will be subject to additional review. Students admitted on probation will be required to maintain at least a 2.0 GPA in their first semester, be in good standing with the College, and comply with any other requirements. Following the first semester of enrollment, the student will be reevaluated and, based upon findings, may be allowed subsequent enrollment without restrictions.

RE-ADMISSION

Former students who have voluntarily withdrawn, have been withdrawn, or administratively withdrawn from any academic program and/or the College must apply for readmission. Individuals who apply for readmission will be considered under the terms of the Academic Catalog at the time of reenrollment. The College reserves the right to deny re-admission for any reason. The former student must reapply by completing a readmission application at www.cbshouston.edu.

ENTRANCE TESTING

All applicants must be evaluated as to their reading and writing skills by completing entrance testing. This testing is scheduled through the Office of Admissions. All entering students must show proficiency in both reading and writing in order to gain admission to the college.

Applicants who meet one or more of the following conditions may be exempt from entrance testing:

1. Applicants with an earned associate or higher degree from an accredited college or university.
 - Applicants seeking this exemption must provide an official transcript from all post-secondary schools previously attended including the transcript reflecting the degree.
2. Applicants with twelve or more transferable credit hours from an accredited college or university and who have successfully completed 6 credit hours of English Composition.
3. Students who have performed at or above the level set by the Texas Higher Education Coordinating Board on the American College Test (ACT), Wonderlic, CPT, Scholastic Assessment Test (SAT), Texas Assessment of Knowledge and Skills (TAKS) Exit-Level Exam, Texas Higher Education Assessment (THEA) or other measurements such as ASSET, COMPASS, ACCUPLACER, State of Texas Assessment of Academic Readiness (STAAR). Applicants must submit official documentation of their test scores before exemption is granted. Acceptable scores are shown in the "Placement Tests" table.
4. Applicants who on or after August 1, 1990, was honorably discharged, retired, or released from active duty as a member of the armed forces of the United States or the Texas National Guard or service as a member of a reserve component of the armed forces of the United States.
5. Applicants who are serving on active duty as a member of the armed forces of the United States, the Texas National Guard, or as a member of a reserve component of the armed forces of the United States and has been serving for at least three years preceding enrollment.
6. Non-Degree Seeking Students are not subject to placement testing. It is not possible to achieve a degree at the College of Biblical Studies-Houston without proper documentation of qualifying exemptions.

PLACEMENT TESTS

TEST	SUBJECT AREA	ACCEPTABLE SCORES
Wonderlic	Reading	300
	Writing	300
THEA/TASP/TSI	Reading	230
	Writing	220
	Written Essay	5
	Math	230

TEST	SUBJECT AREA	ACCEPTABLE SCORES
TAKS	English	2200 & 3
	Math	2200
ACT	Math	19
	English	19
	Composite Score	23
SAT	Math	500
	Critical Reading (Verbal) Combined Score	500
	Composite Score	1070
ASSET	Reading	40
	Writing	40
COMPASS*	Reading	81
	Writing	59
CPT	Reading	55
	Sentence Skills	60

PROGRAM ADMISSION REQUIREMENTS

Accelerated Degree Completion Program

The Accelerated Degree Completion Program format is designed to encourage completing a college degree and reducing the time to obtain that degree. The programs were developed primarily to meet the needs of working adults who are at least 24-years-old and who have completed 69 college credits. The total credits for program completion are 123-147 hours, of which 54-78 hours comprise the CBS core curriculum and must be completed in residence.

Transfer students from accredited colleges, universities, schools, or Bible institutes receive full and equitable transfer credit for subjects appropriate to the program curricula. The amount of transfer credit is determined upon receipt and evaluation of the official transcripts of completed work.

The Bachelor of Science degrees via the Accelerated Degree Completion Programs involve 123-147 hours of curriculum composed of 36 hours of general education courses, 33 hours of general electives, and 54-78 hours of the CBS resident accelerated degree completion curriculum. The lone 147 credit hour degree program is the Bachelor of Science in Biblical Studies, Christian Leadership, and Biblical Counseling.

Students must have achieved at least 69 hours of approved college credits, with 36 hours in general education, prior to the start of the CBS resident degree completion curriculum.

Students who have previously earned an accredited Bachelor's degree, Master's degree, or equivalent must still meet the General Education requirements attendant to admission into the Bachelor's Accelerated Degree Completion Program. Prospective Bachelor students must still meet the other admission requirements, including submission of all college transcripts for all universities, colleges, and schools formerly attended.

Transfer students desiring admission to the Bachelor of Science Accelerated Degree Completion Program will need to provide:

1. Official transcripts from all previously attended, accredited institutions of higher learning.
2. Official Verification for Demonstrated Competency such as:
 - College-Level Examination Program (CLEP)
 - Military Equivalencies
 - Advanced Placement (AP)
 - International Baccalaureate (IB)
 - Institutional Credit Examinations

Non-Degree (ND15), Bible Certificate

Students who choose to change from a non-degree to a degree program must meet each program's admission requirements. ND15 students who have successfully completed 15 credit hours must declare a degree program to continue their studies at the College. If a student does not declare a degree program (Associate of Arts, Associate of Biblical Studies, Bachelor of Science), they will not be permitted to register for additional courses.

ONLINE PROGRAMS

The following programs are available online at the College of Biblical Studies:

- Bachelor of Science in Biblical Studies and Biblical Counseling
- Bachelor of Science in Organizational Leadership
- Associate of Arts
- Bible Certificate

Bachelor of Science via Accelerated Degree Completion Program students take only one course at a time in the CBS core curriculum, which will require weekly online discussions and additional assignments each week. The courses are accelerated five to seven weeks in length. The program duration is 24 months of six consecutive semesters, requiring 9 credits each semester from the CBS core curriculum. Students are members of a continuing class, a cohort group, among whom an atmosphere of shared learning; this atmosphere also encourages personal, family, ministry, and career interests to develop.

NEW STUDENT ORIENTATION

The purpose of New Student Orientation is to prepare and to equip students to have a successful CBS educational experience. All new and re-admitted students are required to successfully complete the New Student Orientation. For more information see www.cbshouston.edu/orientation.