**EVANGELICAL TRAINING ASSOCIATION**
PO Box 327
Wheaton, IL 60189-0327
800-369-8291
FAX 630-384-6927
Email: memberprograms@etaworld.org
www.etaworld.org

**ETA OFFICE USE ONLY**

ORDER # _____ Date _____
FCMC _____ SCMC _____ Code/Cnt _____
ACMC _____ LCMC _____ _____
BILLED _____ CK #/other _____
CRED CRDS/REG #_____ CK Amount _____
DATE MAILED _____ Balance _____
Initial _____

# FOUNDATIONAL CHURCH MINISTRIES CERTIFICATE ORDER FORM

CHURCH OR BIBLE INSTITUTE: _____

ADDRESS: _____
Street Address City State Zip

CONTACT NAME: _____ Day/HM Ph: _____ Daytime WK Ph: _____

SHIP CERTIFICATES TO: _____
Street Address City State Zip

IS THE SHIP TO ADDRESS A BUSINESS OR A RESIDENCE? _____BUSINESS _____ RESIDENCE

DATE INSCRIBED ON CERTIFICATES: _____ ACCOUNT CODE:_____

A PUBLIC CEREMONY IS SCHEDULED: _____YES _____NO If Yes, the ceremony date is:
_____

**IMPORTANT!**

Please print clearly or use typewriter. To assure delivery prior to date needed, without additional charges, this order must be received by ETA six weeks in advance. No guarantee of delivery on time is made for late orders. Orders for awards received less than two weeks prior to date needed may receive special handling with authorization for additional fees (below).

**NAMES OF STUDENTS QUALIFYING FOR THE CERTIFICATE**

| | FIRST | MIDDLE | LAST | | FIRST | MIDDLE | LAST |
|---|---|---|---|---|---|---|---|
| 1. | | | | 13. | | | |
| 2. | | | | 14. | | | |
| 3. | | | | 15. | | | |
| 4. | | | | 16. | | | |
| 5. | | | | 17. | | | |
| 6. | | | | 18. | | | |
| 7. | | | | 19. | | | |
| 8. | | | | 20. | | | |
| 9. | | | | 21. | | | |
| 10. | | | | 22. | | | |
| 11. | | | | 23. | | | |
| 12. | | | | 24. | | | |

For each name above, I have enclosed (please ☑ one or both of the following):
_____Four award credit cards, as suggested on the back of this sheet
OR _____Four card numbers and course titles as described on back.

CERTIFICATE—$12 **each**
Amount Enclosed: $ _____
Payment is **REQUIRED** with order.

_____**PLEASE RUSH!** I understand an additional fee, **per package,** will be added for processing orders less than 2 weeks from ceremony.

Date: _____ Signed: _____

# IMPORTANT TRANSCRIPT INFORMATION!

1. Fill out and photocopy this page for each student.
2. ETA prefers each name submitted be accompanied by the appropriate four Award Credit Cards; however, submitting only the registry numbers from the Award Credit Cards is permissible, as long as care is taken to ensure accuracy.

STUDENT NAME: _____ CHURCH: _____

STUDENT ADDRESS: _____

Street Address City State Zip

## FOUNDATIONAL CHURCH MINISTRIES CERTIFICATE

| Instructor | Course | Award Credit and Card # |
|---|---|---|
| _____ | *Growing Toward Spiritual Maturity* | 1 Credit #_____ |
| _____ | *Understanding People* | 1 Credit #_____ |
| _____ | Elective_____ | 1 Credit #_____ |
| _____ | Elective_____ | 1 Credit #_____ |
| | **Total** | **4 Credits** |

## STANDARD CHURCH MINISTRIES CERTIFICATE

☑ **Completion of Foundational Certificate** ☑ **Completion of 2 survey courses (taken at either Foundational or Standard level)**

| Instructor | Course | Award Credit and Card # |
|---|---|---|
| _____ | *You & Your Bible* | 1 Credit #_____ |
| _____ | Elective_____ | 1 Credit #_____ |
| _____ | Elective_____ | 1 Credit #_____ |
| _____ | Elective_____ | 1 Credit #_____ |
| | **Total** | **4 Credits** |

## ADVANCED CHURCH MINISTRIES CERTIFICATE

☑ **Completion of Standard Certificate** ☑ **Completion of 3rd survey course**

| Instructor | Course | Award Credit and Card # |
|---|---|---|
| _____ | *The Triune God* | 1 Credit #_____ |
| _____ | Elective_____ | 1 Credit #_____ |
| _____ | Elective_____ | 1 Credit #_____ |
| _____ | Elective_____ | 1 Credit #_____ |
| | **Total** | **4 Credits** |

## LEADERSHIP IN CHURCH MINISTRIES CERTIFICATE

☑ **Completion of Advanced Certificate**

| Instructor | Course | Award Credit and Card # |
|---|---|---|
| _____ | *Effectively Leading* | 1 Credit #_____ |
| _____ | *Perspectives From Church History* | 1 Credit #_____ |
| _____ | Elective_____ | 1 Credit #_____ |
| _____ | Elective_____ | 1 Credit #_____ |
| | **Total** | **4 Credits** |

Electives may be chosen from any ETA courses (except those required at another level) among the three study methods: classroom series, audio series, and video seminar series. Course descriptions are available upon request and included in the ETA *Catalog* and *Equipped to Serve* brochure. Credits are valid for 10 years.

A *Church-Designed Course* (one of unique history, mission, emphasis and/or doctrine of your local church or denomination) may be used as an elective at any level. To qualify for ETA/CEU credit, the course must:

a. Provide for a minimal 10 instructional hours
b. Be taught by an ETA approved instructor
c. Be compatible in student demand with other ETA courses
d. The course syllabus, or outline, must be PRE-APPROVED by ETA.