



September 2017

Dear Student,

I would like to personally welcome you to an adventure of a lifetime. At Ravencrest Chalet Bible School we believe the adventure is found in exploring God's Word and following His steps. This is all available at a place where we experience some of the most majestic beauty of the Rocky Mountains.

At Ravencrest Chalet you will be part of intensive Biblical study, the development of lifelong friendships, unique outdoor activities, and learning and living together in a small group setting. Enjoy the testimonies below from some students who have lived up here on the Hill.

We are looking forward to this adventure together of allowing the Lord to have His way in our lives. We all come from different backgrounds (family, cultural, etc.) and personal experiences. Let's learn from each other as we share this year together. Lessons learned daily will become lifelong memories. May we grow together in understanding our identity in Christ as we pursue to know Him and each other here in the Colorado Rockies.

Walking Together in His Life,

A handwritten signature in black ink that reads "Frank Cirone". The signature is written in a cursive style with a large, sweeping initial "F".

Frank Cirone
Director and Principal

From Previous Students....

"Learning about the Lord in the setting of the rocky mountains of Colorado has been one of the best experiences of my life. The simple and yet most outstanding truth Christ has taught me this year is that "Christ lives in me." Now I want to share His love that He shared with me." - Karl Krahn, (British Columbia, Canada)

"I came out of Ravencrest with an abundance of knowledge of the Bible, and practical application to apply to my life back home. I've met other brothers and sisters in Christ that I'll have for a lifetime and always share this unique experience with. The staff reaches out to you and shows you they care about the most important thing in your life, which is your relationship with Christ." - Gracia Alger, (Minnesota, USA)

OBJECTIVES

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There are four main objectives to the Bible School:

1. To come to know the risen, indwelling Lord Jesus Christ more deeply and personally.
2. To develop the personal disciplines of studying, understanding and communicating the message of God's written Word, the Bible, and prayer.
3. To discover and prove in everyday experience the reality of the Christian life, as Christ Himself is allowed to work in and through your life.
4. To be a more effective member of your local church, equipped for full-time Christian service, regardless of your occupation.

These objectives are lived out within community as a family. In community there must be consideration, respect and responsibility toward one another. In light of this, Ravencrest Chalet has guidelines for the overall well-being of the student body and to the glorification of God. Within this community each student has the opportunity to grow spiritually and mature in the Lord, to develop personal responsibility, to excel academically and to prepare for Christian leadership.

FALL TERM REGISTRATION: September 4, 2017 –LTC Arrival 6:00 – 8:30 p.m.
September 5, 2017 – LTC Registration
September 6, 2017 – First Year 1:00 – 5:30 p.m.

THANKSGIVING BREAK: November 21 – November 26, 2017
Students are permitted to leave on November 21st @ 9:00 p.m. and must return by 11:00 p.m. November 26th.

CHRISTMAS BREAK: December 8, 2017 – January 3, 2018
Students may leave at 9:00 p.m. on the 8th after fellowship evening.

WINTER TERM REGISTRATION: January 3, 2018 – 1:00 – 5:30 p.m.

MID-TERM BREAK: February 7 – 11, 2018
Students are permitted to leave at 12:35 p.m. on February 7, 2018 and must return by 11:00 p.m. on February 11, 2018.

SPRING BREAK: March 6 – 20, 2018
Students may leave at 9:00 p.m. on the 6th after fellowship evening.

SPRING TERM REGISTRATION: March 20, 2018 –1:00 – 5:30 p.m.

GRADUATION: May 12, 2018
The Graduation Ceremony is at 10:00 a.m. Students may leave after the ceremony.

FINAL DEPARTURE: May 13, 2018
All students must leave campus by this date.

IMPORTANT DATES

Old and New Testament Survey

OT Survey Course (90 hours) *Frank Cirone*

NT Survey Course (40) *Frank Cirone*

Old Testament Books

Genesis (6) *Dave Firth*

Exodus & The Tabernacle (12) *Adam Young*

Leviticus and Feasts of Israel (12) *Wayne Weissman*

Joshua (12) *Sean Gilliam*

Judges (12) *Graham Stamford*

I & II Samuel (10)

I & II Kings (10) *Charlie McCall*

Job (10) *Bonnie Thomas*

Psalms (12) *Tom Marcus*

Proverbs & Ecclesiastes (10) *Dan Thomas*

Isaiah (12) *Bryan Beyer*

Jeremiah (12)

Daniel (12) *Jerry Benjamin*

Minor Prophets (12) *Small Group Class*

New Testament Books

Matthew (10) *Luke Blaine*

Mark (10)

John (10)

Acts and Missions (12)

Romans (15) *Chris Thomas*

I Corinthians (10) *Doug Rutt*

II Corinthians (10) *Stuart Briscoe*

Galatians (10) *Adam Alexander*

Ephesians (10)

Philippians (10)

Colossians (10)

I & II Thessalonians (10) *Small Group Class*

I & II Timothy (10)

Titus (6)

Hebrews (12) *Kelly Doherty*

James (12)

I & II Peter (10)

I John (8) *Bonnie Thomas*

Revelation (12) *Brian Myers*

Theology

Pneumatology – Person and Ministry of the Holy Spirit (30) *Chris Thomas*

Christian Life Principles & Practical Theology (24) *Various Instructors*

Worldview and World Religions (10) *Andy Braner*

Apologetics & Evangelism (10) *Zane Black*

Old Testament Theology (10) *Ray Lubeck*

Survey of Doctrine (15)

Biblical Introduction

Christian Ethics (15) *Chris Thomas*

Bibliology – Bible Study Methods (10) *Carly Mainland*

Hermeneutics (36)

Inspiration and Canonicity (12) – *Brett Milliken*

Survey of Church History (12) *Michael Morgan*

Christian Ministries

Counseling Ministry (10) *Paul Goodnight*

Tough Questions in Relationships (12) *Joe Urcavich*

Experiential Learning (30) *Brett Milliken*

Prayer (10) *Dan Starcevich*

Old Testament Books

Exodus (12)

Nehemiah (15) *Frank Cirone/ Adam Young*

2017 – 2018 LEADERSHIP TRAINING COURSE POTENTIAL CURRICULUM

Proverbs (15) *Frank Cirone/ Bryan Myers*
Psalms (10) *Bonnie Thomas*
Jeremiah (4) *Bryan Beyer*
Selected Minor Prophets (10)

New Testament Books

Matthew (10)
Highlights of Mark (16) *Wayne Weissman*
Luke (15)
John (14) *Kelly Doherty*
Acts (10)
Galatians (8)
Teaching Through Galatians (8) *Class Presentation*
Teaching Through Ephesians (8) *Class Presentation*
Christ in Philippians (4) *Tom Marcus*
Teaching Through Colossians (8) *Class Presentation*
I Timothy (4) *Adam Alexander*
II Timothy (4) *Graham Stamford*
Titus (10)
I & II Peter (20) *Chris Thomas*
Jude (10)

Biblical Introduction

Basic Hermeneutics (30) *Ray Lubeck/Carly Mainland*
Devotional Classics – Book Study (14) *Frank Cirone*

Theology

Spiritual Disciplines (10) *Frank Cirone*
Christian Life Principles & Practical Theology (30) *Various Instructors*
Progress of Redemption (30) *Chris Thomas*
Ecclesiology for Today (4) *Michael Morgan*
Apologetics and Church History (4) *Michael Morgan*
Current Issues in Apologetics (4) *Michael Morgan*
Worldviews and Contemporary Christianity (4) *Andy Braner*
Failing to Trust Christ's Sufficiency (5) *Jerry Benjamin*
Soteriology (18) *Frank Cirone*

Christian Ministries (Theory)

Principles of Leadership (20) *Chris Thomas / Frank Cirone*
Principles of Teaching (20) *Frank Cirone*
Ministry in the Local Church (4) *Stuart Briscoe*
Understanding People/Human Development (30) *Frank Cirone*
Ethical Dilemmas in Leadership (4) *Charlie McCall*
Church Leadership from Titus (4) *Aaron Dorman*
Communication in Today's Culture (8) *Zane Black*
Leadership and Change (4) *Dan Thomas*
Evangelism in Hindu Culture (4)
Evangelism and the Cults (6)
Team Dynamics (4) *Joe Urcavich*
Christian Life Principles (4) *Doug Rutt*

Christian Ministries (Seminars)

Business Leadership and Topics (23)
Pastoral Practices and Issues (23)
Cross-Cultural Ministry (5)
Leadership Practicum (10)
Leadership and Ministry (124)
Experiential Learning (30) *Brett Milliken*
Prayer (10) *Frank Cirone*

General Information

Laundry

Each Monday at 2:00 p.m. students will be provided transportation to Estes Park for laundry and other business. Return to Ravencrest is at 4:30 p.m.

Mail

Outgoing mail can be put in the Commons mailbox by 9:15 a.m. Incoming mail will normally be in student mailboxes by 5:00 p.m.

Our mailing address is (USPS):

Ravencrest Chalet
 PO Box 2620
 Estes Park, CO 80517
 USA

Our physical address (for UPS, Fedex, etc) is:

501 Pole Hill Rd.
 Estes Park, CO 80517
 USA

If you are ordering something online to be delivered, we recommend putting both our PO Box and physical address, as sometimes the shipping method is unclear.

Telephone

There is a telephone in the Chalet lobby available for students to make or receive calls during free time. Students will not be dismissed from class for calls except in the case of an emergency. Consideration is expected when someone else is waiting to use the phone. The number for that telephone is 970-586-3318.

Resident and Visiting Guest Lecturers

Lecturers are available to the students for personal assistance in their studies. Please be considerate of visiting guest lecturers. Call first or schedule an appointment in advance.

Personal Finances

The Ravencrest office cannot make change for large bills, cash checks, or give cash advances on credit cards. Students are responsible for conducting their personal financial transactions. Students may open an account with one of the local financial institutions listed below:

ATM's

Bank of Estes Park	255 Park Lane	970-586-4485
US Bank	363 E. Elkhorn	970-586-4412
Bank of Colorado	Upper Stanley Village	970-586-8185
Key Bank	Lower Stanley Village	970-586-2364

All financial transactions with the school must be conducted with U.S. currency. **Each student will receive a statement of his/her account if there are monies still owing.** Any outstanding debt as of the end of the student's enrollment may result in withholding the student's Certificate of Completion and/or Transcript.

Transcripts

During the school year current transcripts will be provided for students upon request. The student must turn in a Transcript Request Form with \$3.00 to the office. After the school year is complete, download the form from the Ravencrest website, complete the form, and mail the form and the \$10 fee to the office.

Office Supplies

Office supplies such as stamps, envelopes and copies are available from the office for a fee. Computer paper is for printing out **school assignments**. Please use this paper conservatively and use scrap paper where possible for emails or personal use.

Recreation

Recreation options onsite

Turnhalle (gym): basketball, volleyball, soccer

Weight Room: Refer to pages 13-14 for appropriate weight room etiquette.

Tennis Court: ultimate frisbee, tennis, basketball, soccer, etc.

Activities around campus: horse shoes, cornhole, disc golf, hiking trails

Available in Estes Park

Rocky Mountain Health Club – weights, racquetball, squash, hot tub, sauna

Medex- weights, exercise machines, personal training

Rocky Mountain National Park – hiking, camping, snowshoeing, climbing, skiing and snowboarding, fishing

Roosevelt National Forest – hiking, backpacking, camping, mountain biking

YMCA – swimming, basketball, bowling, roller-skating, disc golf

Estes Park Recreation District – golf, inline skating, skateboard park

Estes Park Aquatic Center – swimming, weights

Estes Park Mountain Shop – climbing wall

Chipper Lanes Bowling

Open Air Adventure Park

Staff

Justin Alexander

James (Stacy) Alsum

Maintenance Supervisor

Megan Ballin

Assistant Cook

Millie Carpenter

Domestics Supervisor

Assistant Principal/Dean of Men

Frank (Krista) Cirone

Director/Bible School Principal

Brett (Rachel) Milliken

Assistant Program Director

Katie Christian

Kitchen Manager

Thanael Christian

A/V Manager

Chris (Carly) Mainland

Communications & Development

Kate Schweikart

Registrar/Bible School Secretary/Women's Mentor

Attendance

Attendance is mandatory at the following activities:

Church

Attendance at a local church is required each weekend. During the first four weeks of school, students will visit various local congregations. Students are then expected to choose a “home” church and faithfully attend. We require weekly church attendance because we believe active participation with a Church, representing the body of Christ, is a healthy and important aspect of our Christian faith. Plus, it gives students an opportunity to be involved in their local community.

Family Groups

Wednesday mornings, students and staff will meet in “Families” hosted in a staff member’s home. The primary purpose of Family Group is to provide an informal opportunity to engage with each other in an informal yet challenging setting. Each week students are required to read a section of a particular book and then meet with their families to discuss questions. Each family has assigned staff members and will have students take turns leading the discussion.

Family Night

On select Tuesday evenings, in place of evening classes, staff host their “Family” for an evening of fellowship. This will be posted on the Weekly Schedule.

Prayer and Share

On Friday mornings, students meet with a few other students and a staff member for Prayer and Share. The purpose of Prayer and Share is to provide an opportunity for students and staff to talk about various aspects of life, pray for each other and develop meaningful relationships in the context of praying and sharing about various aspects of life. These groups are gender specific.

Lectures & Christian Life Development

1. Students are expected to attend all lectures.
2. Attendance and tardiness will be recorded in every class.
3. Any student having absences accounting for at least three weeks of the term will be placed on audit status and will receive no course credit for that term.
4. If five classes of a resident lecturer's course are missed, the student will receive an F unless arrangements are made with the teacher to make up the missed material.
5. Missed guest lecturer classes will be monitored by the student life team.
6. All missed homework assignments and tests are to be made up, by arrangement, with the appropriate teacher.

Meals

1. Attendance is mandatory at every meal for on-campus students, unless the student has signed out of that meal. (Tardiness and attendance is recorded at every meal.)
2. Students must attend breakfast every morning Monday through Friday.
3. If the student is planning not to attend a meal, he/she must sign out at least one meal in advance on the posted sign-out sheets. For example, if you will not be at dinner you must sign out at lunch or earlier. The reason we ask students to sign out is so the kitchen can plan how much food to cook and keep track of who has eaten for their records and budget. It also prevents wastefulness and poor stewardship.
4. If a student is planning not to attend meals during the weekend they must sign out at lunch on Friday at the latest.

Sunday Evening Fellowship

Intermittent Sunday evening Fellowships are scheduled where there will be time for singing, devotions, prayer, etc. A specific Family group will be responsible for the coordination and programming of at least one fellowship.

Student Outreach Ministries

All students are required to participate in an assigned weekly ministry on either Wednesday afternoon or whenever a particular ministry takes place. A questionnaire will be used to help determine where a student would best be placed.

Guy and Girl Events

Throughout the year there are scheduled guy and girl events. During these events the students will split up into separate guy and girl groups for an activity. The purpose of these events is to provide an opportunity for the guy and girl students to bond, fellowship, and have fun through activity.

Work Day

Tuesday afternoons from 2:00 - 5:00 p.m. are set aside for the student body to collectively work together on the grounds and buildings. Similar to daily duties, the purpose of work day is to keep tuition costs low by working on projects that would otherwise be paid labor and to teach hard work and life skill. We also see it as an opportunity to learn new skills and build comradery as work is usually done side by side with other classmates.

1. At 2:00 p.m. the women meet in the Ridgehaus and the men meet in the Maintenance Shop to receive their assignments. **If work is completed early, students are to report to the Maintenance Supervisor or Domestic Supervisor for further instructions.**
2. Students are to be on time and appropriately dressed to work.
3. **Safety First!** – All injuries, big or small, must be reported to the Maintenance Supervisor or Domestic Supervisor immediately.
4. If you are sick or miss work day you must make it up the following Thursday.

COMMUNICATION TECHNOLOGY

Cell Phones

Cell phones should not be used during lecture hours, meals, and student activities. We see these times as valuable components of your experience at Ravencrest, and therefore ask that you don't detract from them by being on your phone; something you'll be able to do the rest of your life.

Computers

Computers are available in the Ridgehaus for research and assignments. Paper is provided for printing. Please use paper wisely. Use scrap paper where possible, e.g. rough copies, email printouts, etc. Internet access is available.

1. **Times for use: 6 a.m. to curfew, except between classes.**
2. Priority must be given to students wanting to write papers or class assignments. If a student is using a computer for non-academic reasons, they should be prepared to relinquish their use.
3. Software and settings on all computers are not to be changed. Installing software or changing settings is not allowed without the staff's PRIOR authorization.
4. If students need to scan photographs for PowerPoint use for student devotions or any other presentations, the Student Life Team must receive the pictures no later than 3 days prior to the presentation.
5. Inappropriate web sites and computer usage is forbidden and will be dealt with accordingly.

ANY CONCERNS OR QUESTIONS SHOULD BE ADDRESSED TO THE OFFICE STAFF. PLEASE BEHAVE RESPONSIBLY.

Internet and WiFi

1. Internet is available on the Ridgehaus computers according to given guidelines.
2. Students may use the wireless network in the Chalet, Alpenhaus, and the Ridgehaus.
3. Computer and Internet access privileges may be removed if abused.
4. Wireless internet will be turned off during class hours and after curfew.

FACILITIES AND GROUNDS

GENERAL FACILITIES AND GROUNDS

1. Ravencrest buildings and furniture are valuable and must be treated with respect. Do not run or wrestle in the buildings. No sleeping/napping is allowed on the chairs and sofas. Do not put feet (with or without shoes) on the furniture. Any damages must be reported to the office immediately.

2. Liquids in a **closed lid container only** are permitted in the Classroom, Chalet Lounge or Library. No other food or beverages are allowed in these places.
3. Help maintain the natural beauty of the grounds. Please pick up any trash.
4. Due to various septic systems and fragile ecological systems, please stay on designated paths when walking in the immediate surroundings of the buildings.
5. No pets of any kind are allowed. This includes fish.
6. Areas **off limits** to students include: The **kitchen, laundry room, linen room, the guest suite, media office, offices, Chalet basement, Ridgehaus basement, maintenance shop, staff housing and the Pinecone** unless the student has a duty in that given area or has prior permission. Mt. Piska and Mt. Olympus are on privately owned property north of Ravencrest Chalet. Students who go on that property are trespassing and may be prosecuted.
7. **No personal belongings should be left out in any buildings.**

Ridgehaus

As a facility the Ridgehaus serves many purposes for the Ravencrest community – our dining hall, Fireside Room, kitchen, coffee shop, lounge, and basement storage are all areas of the Ridgehaus. Please abide by these rules for the following areas:

Fireside Room

Please respect the fact that this space is a classroom. Do not move or tamper with the personal belongings of the LTC students. If you use this room, you are expected to clean up after yourself and maintain its classroom atmosphere.

Kitchen

The Kitchen Team works diligently to prepare nutritious meals while enjoying help from the students for preparation, serving and clean up.

1. The kitchen is never to be used as a walkway or thoroughfare to get from the dining hall to the outdoors or vice versa.
2. Students are not allowed to use any of the kitchen equipment without permission and supervision from the kitchen team.
3. All persons must wear closed toed shoes and long pants in the kitchen when cooking.
4. Students who have a daily duty in the kitchen need permission to be in the kitchen at other times.
5. Music must be kept at a reasonable and respectable level and will be monitored by the kitchen staff.

Students assigned a duty in the kitchen need to be aware of the following:

1. Broken dishes are to be paid for at the discretion of kitchen staff.
2. Food is not for sale in the kitchen.
3. No snacking is allowed at anytime in the kitchen.
4. There are dishes available for student use in the Commons. Do not remove any dishes or utensils from the main kitchen.

5. Disposable plates and plastic ware are available for meals for students who are unable to attend a meal in the dining room. See the kitchen staff when needed.

The Nest Coffee Shop

The coffee shop exists to provide students and guests with great coffee drinks and a warm relaxing atmosphere.

1. Only those whose daily duty is to work in the coffee shop are allowed behind the bar. The area behind the coffee bar is off limits to all other students.
2. No one is allowed to take or use anything from the coffee shop without paying for it. That includes paper products like cups and lids and using the sink.
3. The coffee shop only accepts cash and does not allow tabs.

Water Feature

The water feature is not meant for swimming, therefore, please do not swim in it.

Alpenhaus

Classroom

Please respect this space as one that serves as both a classroom and a place to meet for worship.

1. Please respect other students' desks and personal property
2. Instruments are not to be played in between classes and without permission from those to whom they belong.
3. The sound board and media computer are off limits to all students except those trained to use it. They are not to be used for personal entertainment like playing music or showing videos unless given permission.
4. While there will be times that socializing occurs in the classroom, during class hours (9:45-12:35, 7:00-9:00), even during breaks, the classroom is expected to be a quiet, respectful atmosphere.

Student Center

The student center is meant to be a place for socializing, fun, and fellowship. Please enjoy and take full advantage of this space.

Pinecone

The Pinecone is Ravencrest Chalet's souvenir and snack shop located on the lower level of the Alpenhaus. A variety of candies, drinks and Ravencrest souvenirs are available for purchase at the times posted.

General Rules for the Pinecone:

1. No one is allowed in the work area unless assigned a duty.
2. All items must be paid for at the time of purchase.
3. Checks are accepted for purchase amount only.
4. Sorry, no credit cards.

Chalet

Office

The office is a place of work. Students are welcome to come in if they have questions or needs pertaining to the office. Aside from those needs please refrain from spending time in the office.

Commons

The Commons is the student kitchen on the main floor of the Chalet. The stove and refrigerator are available for students to store food and cook during the school year. **Please note that use of the Commons is a privilege that will be taken away if not used responsibly.** When using the Commons please:

1. Clean up after yourself – all dishes should be washed, dried and put away, counters wiped down, and anything spilled on the floor cleaned up.
2. Label and date all food and put it away in the cupboards or refrigerator. **Any food not labeled or left out on counters will be thrown away.**
3. If the Commons are not kept clean, the privilege of using the Commons will be taken away at the discretion of the Student Life team.

Formal Lounge

Located on the 2nd floor of the Chalet, this space is intended as a peaceful place of reading, studying, and relaxing.

1. Please refrain from loud activities and respect those who are using the space for quiet purposes.
2. Please enjoy the piano but practice courtesy when using it.

Library

Situated on the 3rd floor of the Chalet, the Library is available for quiet reading or study. Students are welcome to borrow books.

1. Books may be borrowed from the library but we request they be returned within three weeks.
2. **NEVER** remove reference books or reference materials from the Library.
3. Please refrain from music, movies, and noisy activity in the library as it is a place of quiet study.
4. The Estes Park Library is also available for student use.

Fireplace Policy

Students are allowed to use the fireplaces in the formal lounge and library. Please abide by these rules.

1. You need to get permission from the Student Life Team **before** making a fire.
2. If you make a fire you are responsible for it and must tend to it.
3. If you are going to leave the fire while it's still burning you must find someone else to be responsible for the fire.
4. When done with a fire it **MUST** be put out before leaving it.
5. If the fire is left unattended the privilege of using the fireplace will be revoked.
6. Each week there will be an allotted amount of firewood given. The firewood will only be replenished at the designated time each week.

Maintenance Shop

The maintenance shop is an area supervised and used by the Maintenance Team.

1. It is off limits to students unless assigned a daily duty, workday duty or if permission by the maintenance team has been granted.

2. Tools are not available for personal use unless the maintenance team has granted permission.
3. Any tools that are used with permission must be returned to the shop by 5 p.m. the day they were loaned.
4. Repair requests can be texted to James (970-213-0127) or logged on the Maintenance Request Sheet located in the Ridgehaus.

Turnhalle

Gymnasium

The gymnasium is available for student use during free time and for organized activities. We want students to enjoy it as often as possible and care for it.

1. Footwear: Wear only athletic shoes.
2. Take nothing in that could cut or mark the floor. This includes weights.
3. Use the entryway to change into athletic shoes, to hang coats, etc.
4. Soda and food are only allowed in the entryway.
5. Turn out the lights when finished.
6. Any equipment that is used is expected to be put away in its proper place. Please clean up after yourself.

Weight Room

1. Check with the Student Life Team before the initial use of the weight room.
2. The weight room is used at the student's own risk.
3. Weights are expected to be used in the weight room. Please don't bring them into the gym because they can damage our floor.

COVENANT OF CONDUCT

High standards are set in accordance with Biblical principles. We expect all students to adhere to these standards.

Lifestyle Issues

1. Pictures or posters that are sexually suggestive or explicit, or otherwise inappropriate are not allowed.
2. Smoking, chewing of tobacco, and drinking alcohol are not allowed on or off campus while school is in session. Ravencrest is a drug-free campus. Students are not permitted to have alcohol, tobacco, cannabis, or any other drugs in their possession on Ravencrest's campus. E- cigarettes, vapes, and all similar paraphernalia are not permitted. Please speak with the Student Life Team if you struggle in one or more of these areas and we will walk through it with you.
3. Illegal drug use, buying alcohol for minors, and other similar activities will be dealt with severely. Staff will be required to share information on illegal activity and potentially dangerous activities with the Principal/Director if they are made aware of them. Authorities may also be contacted if deemed appropriate.

Dress Code

1. All students are expected to maintain a clean, neat and tidy appearance and to be dressed appropriately for classes, guest ministry, and outreaches. Students should show moderation and modesty at all times no matter what the prevailing fashions may be elsewhere.

POLICIES

2. Men must wear shirts in public areas unless specific permission has been granted.
3. Pajamas are not to be worn outside your bedroom.
4. Pants should be worn so that underwear is not seen, if a student wears his pants low, an extra-long shirt must be worn. Staff may ask any student to change or pull up his pants at their discretion.
5. Jeans with any unpatched holes may only be worn if the holes are below one's finger tips.
6. Jeggings, leggings, and yoga pants may only be worn with a shirt/skirt that comes to one's fingertips, or shorts. All shorts should be modest in length and fit.
7. Tops for women should have a modest neckline. Women should not wear bikinis when in a mixed group.
8. Students are asked not to obtain any new body piercings (with the exception of ears) or tattoos while enrolled at Ravencrest Chalet as to not draw undue attention to themselves through their clothing, tattoos, and body piercing.

Entertainment

1. Watching appropriate movies and TV series and playing video games are only allowed on weekends unless special permission is granted by the Student Life Team. Weekends are considered to be Friday night through Sunday. Watching a movie during the week will result in 1 point for each viewer (see page 18 for more info on point system).
2. Only Movies with PG-13 or lower rating are allowed unless given specific permission. Only television series with TV 14 rating or lower are allowed.
3. Video game systems are not allowed.

Music

The use of music for enjoyment is expected. Please be considerate.

1. **Type of Music:** Appropriate music with lyrics consistent with the purposes of Ravencrest Chalet is welcomed. The Student Life Team reserves the right to evaluate the appropriateness of the music being played on campus.
2. **Volume:** Publicly played music must be kept low.

Relationships

Students are encouraged to develop good and meaningful friendships in an environment that is respectful of everyone.

1. Be wise in relationships with the opposite sex. Inappropriate behavior will be dealt with as deemed necessary.
2. Pursuing serious relationships with a person of the opposite sex is not encouraged while a student is at Ravencrest. We have observed that many couples become distracted from studies, general friendships with the rest of the student body and from their spiritual focus.
3. If a relationship forms here at Ravencrest, inform the Student Life Team so they can walk with you through it.
4. No physical contact beyond the holding of hands and appropriate hugs is permitted.

Curfew

Curfew is to be observed by all students:

Sunday – Thursday 11:00 p.m, (11:30 p.m. LTC)

Friday – Saturday

12:00 midnight, (12:30 a.m. LTC)

STUDENT LIFE

Guest Accommodation

Guests of students are welcome to stay in the dorms at Ravencrest if there is a bed available, and it is acceptable to other students in the room. Overnight guests are not permitted to sleep on the floor or couches.

1. Accommodation in the **dorm room** is **\$15.00 per person per night**.
2. The **Guest Suite**, when available, is **\$75.00 (double occupancy), and \$10.00 for each additional person** (age 5 and over) per night.
3. Empty **regular rooms** are **\$55/night (double occupancy) and \$10 for each additional person**. Please note that these rooms are dormitory style and may not have a private bathroom.
4. Guests are welcome to eat meals at Ravencrest on a space available basis. \$3.00 – breakfast, \$4.00 – lunch or dinner. Guests also must sign in one meal in advance.

All overnight guests of students must be approved prior to arrival by the Office and then checked in at the Office with full accommodation payment.

Housing Guidelines

1. Women are not allowed in the men's dorms and men are not allowed in the women's dorms (including balconies) at any time unless assigned a duty.
2. **Rooms are to be neat and orderly in appearance.** There will be regular dorm checks on Friday morning.
3. Furniture is not to be moved or rearranged without the permission and supervision of the Domestic Supervisor. All Chalet furniture is to remain "as is" including curtains, framed pictures, etc. Please treat Chalet property and furniture with respect.
4. No electric appliances are allowed in rooms other than coffee makers and water kettles with an automatic shut off.
5. No pranks allowed.
6. All damages must be IMMEDIATELY reported to the office.
7. Keep bed linens, towels, wastebaskets or **any ignitable material away from the baseboard heaters.**
8. Remember to close doors and windows to conserve heat.
9. **Turn off lights** when they are not needed.
10. Do not hook or hang clothes or hangers on fixtures, curtain rods, furniture, etc.
11. **Do not wash clothes in the bathrooms.**
12. Ironing boards and irons are provided for your use. **Ironing must be done ONLY on the ironing board** - not on the beds, floors or furniture. Unplug the iron and put the ironing board away after each use.
13. Cooking is allowed in the Commons. **No cooking is allowed in dorm rooms.** Any food kept in dorm rooms should be stored in airtight containers. No food is to be left outside, due to wildlife.
14. Please use the white sticky-tac for hanging small posters, pictures, etc. **No tape, tacks or nails are allowed.** Sticky-tac is available in the office.
15. **No burning of candles or incense.**
16. **No skis or snowboards are allowed in dorm rooms.**
17. Bicycles are not to be stored inside rooms.

18. **Please conserve water!** Our supply is limited!
19. Items left lying in public areas will be collected by the domestics team and can be reclaimed in the lost and found. After a period of time unclaimed lost and found items will be brought to the thrift store.

Room Check Policy

1. Room checks will be completed by the Domestics Supervisor on Friday mornings during class.
2. Each room and their respective bathroom has 10 cleaning standards they're responsible for. Each standard represents one point.
Room: Vacuumed, dusted, beds made, clothes put away, trash emptied
Bathroom: Floors, sinks, mirror, toilets, and trash emptied
3. Each room is, therefore, marked on a 10 point scale - 10 being the highest and 0 being the lowest. A perfect score for a room check is 10/10.
4. Every cleaning standard that is missed results in a subtracted point for that room's score. For example, if a room isn't vacuumed and beds aren't made, they'll receive a 8/10.
5. If a room receives 3 scores of 7/10 or less in one semester it will result in a Thursday work day for the entire room.

Overnight/Off Campus Request Form

Students may leave the campus overnight or for weekends but these absences must be approved by the Student Life Team. Overnight/off-campus request forms are available in the Commons and must be submitted to and signed by the Student Life Team.

Quiet Hours

Quiet Hours are to be observed in all residence areas.

Sunday - Thursday:	before 7:30 a.m.	after 11:00 p.m.
Friday:	before 7:30 a.m.	after 12 midnight
Saturday:	before 9:30 a.m.	after 12 midnight

Room Representatives

At the beginning of each term, Room Representatives will be selected by the Student Life Team. Periodically Room Reps will meet with the Student Life Team to stay in touch with any issues that need to be addressed concerning dorm life.

Responsibilities of the Room Representative:

1. Function as the contact person for the room.
2. Advising the Student Life team of a sick person in the room and writing it down on the sick sheet located on the announcement table in the Ridgehaus.
3. Caring for sick roommates.
4. Take charge in case of a fire and giving an account at the assembly area.

Student Council

The Student Council exists to plan and organize special occasions for fellowship, social activities, and group events among the student body. The Student Life Team selects the Student Council.

Vehicles

1. **All vehicles must be registered with the office.**

POLICIES

2. **Automobiles must be parked in the Rideghaus parking lot.**
3. The parking spaces by the Chalet, Lodge, Berg, and Alpenhaus are reserved for guests and staff.
4. There will be no student use of staff or Ravencrest Chalet vehicles without permission.
5. Ravencrest Chalet vehicles are not available for towing other vehicles.
6. **Drive slowly** on the grounds and Pole Hill Road.
7. The Turnhalle road is not for vehicle use except when the Chalet driveway is icy.
8. Vehicle maintenance (including oil changes) is not allowed on Ravencrest property, unless the maintenance supervisor has granted permission.

Daily Duties

The purpose of daily duties is to keep tuition cost down as well as to instill the values of responsibility, faithfulness, and hard work.

1. Each student is assigned a daily duty for which they are responsible for.
2. All daily duties are to be completed after breakfast and before 9:00 a.m. unless indicated otherwise.
3. Daily duties will change throughout the year. These duties are posted in the Ridgehaus.
4. Specific instructions for each daily duty are posted on the wall in the Ridgehaus. Further instructions are posted in rooms and public bathrooms.
5. If a student does not understand the instructions or has questions, he/she is to ask the Domestic Supervisor for assistance.
6. Friday dinner through Sunday, meal and dish duties are on a volunteer basis.

Snow Removal

Students are responsible for snow removal throughout the year. This will function on a rotating basis. Students will be responsible for removing snow from all designated paths and walkways **before breakfast, after lunch, and before dinner** according to the sign up schedule in the Ridgehaus. Snow shovels are located around the campus and must be returned to the appropriate place when finished. Failure to clear snow at your assigned time and at your assigned location will result in one (1) point.

Recreational Rentals

Ravencrest owns a variety of outdoor equipment that is available for students to rent. The cost for renting any of the gear is \$3 per day, per person (i.e. if two people rent a two-person kayak, the cost is \$6 for the day). **If any equipment is lost or damaged, the person who rented the equipment will be charged the replacement value of the equipment.**

Gear may be rented only during office hours, Monday – Friday. The rental fee must be paid prior to renting equipment. If you would like to rent equipment during the weekend, arrangements must be made no later than Friday at 5 p.m. For the weekend, the charge is \$3 per day you intend to use the equipment.

Equipment return must be arranged with Brett.

- Kayak: includes one paddle, one lifejacket (required)

POLICIES

- Bike: includes one helmet (required)
- Snowshoes (one pair)
- Sleeping pad (one)
- Sleeping bag (one)

DISCIPLINARY SYSTEM

THE POINT SYSTEM

Violation of policies will result in the accumulation of points and corresponding consequences. Our goal is personal discipline, the well-being of the whole student body and effective stewardship of our facilities. **All disciplinary action is at the discretion of the Director/Principal.**

Points are accumulated when there is a violation of a policy. All points will be logged and tracked throughout each semester. Upon accumulation of three (3) points the student will be required to participate in a work day on the following Thursday from 2:00 - 5:00 p.m. and meet with the Student Life Team. After the accumulation of six (6) points, the student will be campused (not allowed to leave Ravencrest property) for the weekend and required to meet with both the Director/Principal and Student Life Team. Upon accumulation of nine (9) points the student will be campused for a week and required to meet with the Director/Principal which could be grounds for permanent dismissal based on the evaluation of the Director/Principal. **All disciplinary action will have the goal of spiritual and relational restoration.**

Violation of policy and the resulting points are as follows:

- Late for curfew (1 point)
- Watching movies/television, playing video games during the week without permission (1 point)
- Failure to clear snow at assigned time/location (1 point)

Unexcused absences from the following:

- A meal without signing out (1 point)
- Class or afternoon seminars (1 point)
- Morning Worship and Testimony (1 point)
- Family Group (1 point)
- Prayer and Share (1 point)
- Student Ministries (3 points)
- Workday (3 points)
- Sunday Fellowship, Family Nights, or Guy/Girl Events (1 point)

*Three late marks from meals or classroom events will result in one (1) point

All moral issues (drinking, smoking, sexual activity, etc.) will be dealt with as deemed necessary by the Principal/Director.

Conduct Probation: Involves appropriate disciplinary action determined by the Director/Principal. If while on conduct probation the student's conduct shows no improvement, the student may be dismissed. The student is eligible for reapplication the school year immediately following dismissal.

Written Notification: All disciplinary action will be recorded and filed in the student's permanent record. Those students not on conduct probation by Christmas break will resume classes in January with no points. Those students on conduct probation at Christmas break will be evaluated by the Director/Principal when classes resume in January.

TORCHBEARERS MERCHANDISE

Welcome to the world of Torchbearer Media. Torchbearer Media has been a source of great blessing to many in the past and is available to you as well. Major W. Ian Thomas, founder of Torchbearers, visited churches worldwide proclaiming the resurrected life of the Lord Jesus Christ. Many other Torchbearer speakers share their rich ministry through the distribution of books, DVDs and CD's available through Torchbearer's Media Ministry. Students are welcome to come to the Torchbearers Media office during work hours to buy merchandise.

Torchbearers Book Store

Major Thomas - Books

Go a Little Further	\$9.99
If I Perish, I Perish	\$9.99
Saving Life of Christ / The Mystery of Godliness	\$14.99
The Indwelling Life of Christ	\$12.99
The Mystery of Godliness	\$9.99
The Saving Life of Christ	\$9.99

Dr. Jerry Benjamin – Little Nuggets

Full Series	\$35.00
What Is The Most Important Thing God Asks Of Us?	\$4.99
What Is The First Indication Of Turning Away From God?	\$4.99
Who Has The Right To Rule?	\$4.99
Why Israel Cannot Find Peace	\$4.99
What Is Maturity?	\$4.99
What Is Not The Judgment Of God?	\$4.99
Simple Singular - Is Christ Prominent Or Preeminent?	\$4.99

DVDs

Rediscovering Christ set (6 DVD's)	\$39.99
My God is King (3 DVD's)	\$19.99
The Acorn (1 DVD)	\$12.99
The Capernwray Story (1 DVD)	\$9.99

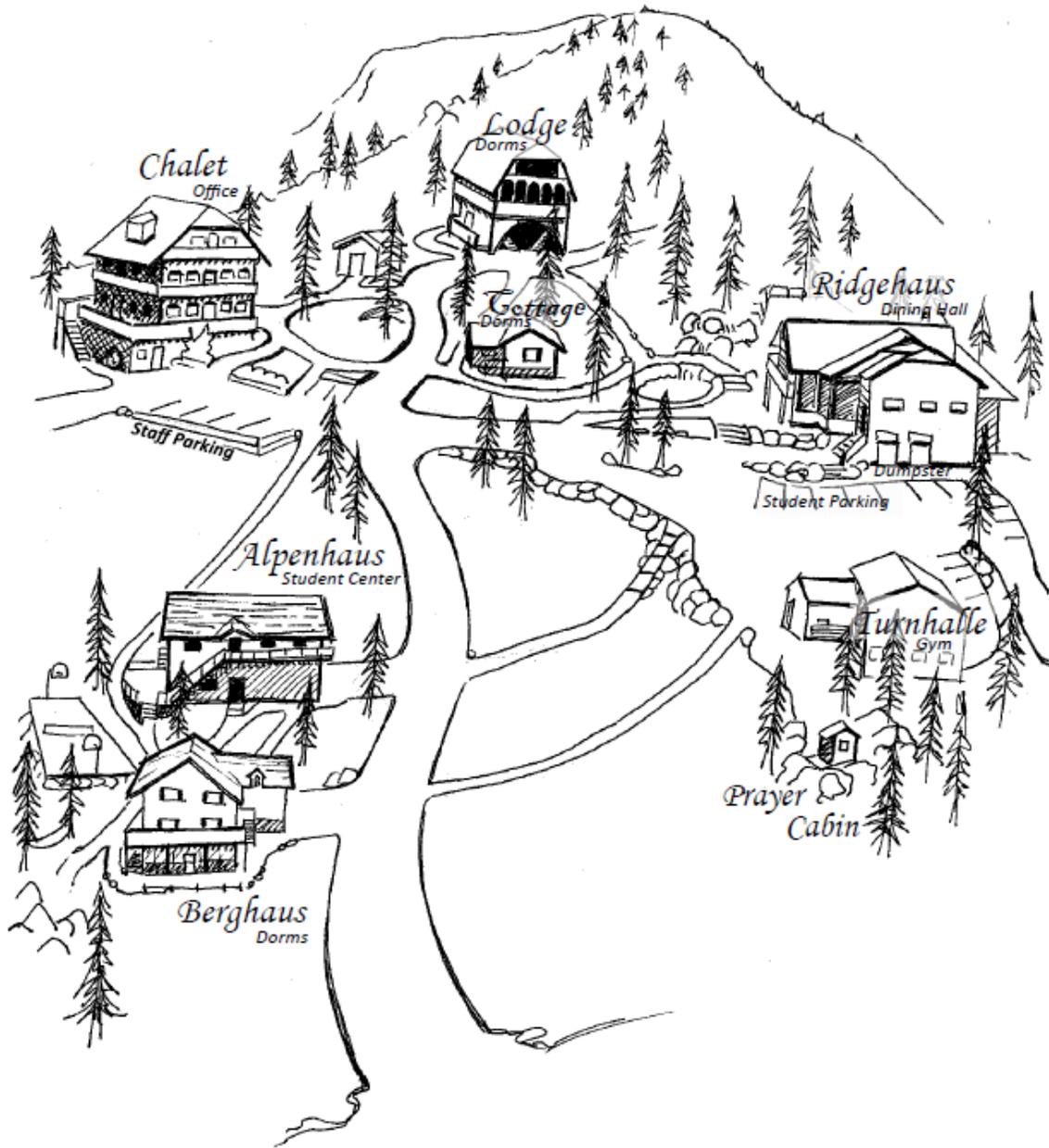
T-Shirts

Torchbearers 'I love Mrs T'	\$9.99
Torchbearers 'Stacked'	\$9.99
Torchbearers Bible Schools	\$9.99

All items are available online at: www.torchbearers.org/store

	Sun	Mon	Tues	Wed	Thurs	Fri	Sat
7:30AM	Personal Devotions						
8:00AM	Breakfast						
9:00AM	Church	Praise 9:15-9:35	Testimony 9:15-9:35	Families 9:00-10:10	Testimony 9:15-9:35	Prayer n' Share 9:00-9:50	Breakfast 9:00 AM
10:00AM		Lecture I 9:45-10:35	Lecture I 9:45-10:35	Lecture I	Lecture I 9:45-10:35	Lecture I 9:45-10:35	
11:00AM		Lecture II 10:45-11:35	Lecture II 10:45-11:35		10:20-11:35	Lecture II 10:45-11:35	
12:00PM		Lecture III 11:45-12:35	Lecture III 11:45-12:35	Lecture II 11:45-12:35	Lecture III 11:45-12:35	Lecture III 11:45-12:35	
1:00PM	Lunch 1:00PM	Lunch 12:45				Bag Lunch	
2:00PM		Laundry	Work Day	Student Outreach Ministries	Student Activity	Lecture IV 2:00-2:50	
3:00PM						Lecture V 3:00-3:50	
4:00PM						Free	
5:00PM						Dinner 5:30PM	
6:00PM	Dinner			Student Outreach Ministries		Free	Dinner
7:00PM		Lecture IV 7:00-7:50	Lecture IV 7:00-7:50		Lecture IV 7:00-7:50		
8:00PM		Lecture V 8:00-8:50	Lecture V 8:00-8:50		Lecture V 8:00-8:50		
9:00PM							
10:00PM							
11:00PM	Curfew						
12:00AM	Sleep!						Curfew

SCHEDULE



IN CASE OF FIRE

IN CASE OF FIRE:

1. Notify everyone in the building –
2. Be sure everyone is out of the building, then call 911
3. Ravencrest address is 501 Pole Hill Road
4. DO NOT RE-ENTER THE BUILDING TO RETRIEVE PERSONAL ITEMS!
5. Proceed in an orderly manner to the tennis court located behind the Alpenhaus. All staff and students will assemble at the tennis court and await further instructions.

EMERGENCY NUMBERS:

Fire, Ambulance, Police, Sheriff, State Patrol	911
Rocky Mountain Poison Center	1-800-332-3073
Estes Park Medical Center	970-586-2317
Frank Cirone (Director/Principal)	970-217-3860
xxxxx (Assistant Principal/Dean of Men)	
Brett Milliken (Assistant Program Director)	206-240-6481
Erik Snyder (Asst. Director/Business Manager)	970-372-8831
James Alsum (Maintenance Supervisor)	970-213-0127
Chris Mainland (Communications)	262-989-3830
Kate Schweikart (Secretary/Women's Mentor)	719-494-6566
Thanael Christian (Internet issues)	720-560-4417

FIRE EXTINGUISHERS/FIRE ALARMS:

Take note of the location of all fire extinguishers

Chalet:	Outside front door (North) Outside Commons on deck (South) Inside Commons South door In kitchen by door to laundry area Inside door to the back room of the Kitchen Outside second floor stairs on deck (North) In Library by fireplace
Lodge:	Outside Room 6; Outside Room 7; Outside Room 9 Outside door to the Guest Suite
Cottage:	Outside each door of the Cottage
Berghaus:	Upper – Inside in hall corner Middle – Inside South entrance door (foyer) Lower – Inside South entrance door (foyer) The Flat – Inside door in hall
Alpenhaus:	Lecture Hall – Top of the inside stairway, East and West doors
Student Center:	Inside East, North, and West doors and next to the fountain
Turnhalle:	Inside front entrance

If inappropriately discharged, fire extinguisher recharge costs \$50.