

## **FOREWORD**

The purpose of this handbook is to acquaint the prospective students and their parents with the mode of living at the International Christian Academy (ICA).

It contains a general view of the way we expect students, staff, and parents to function. In addition to this handbook, a Student Handbook for grades 6-12 is available. The Student Handbook gives guidelines and directions that are important for the student to know and follow.

Upon becoming a part of ICA, the cooperation of the students, as well as that of their parents, is necessary in order to serve the best interests of all.

## **FRENCH MILITARY**

The ICA School Board, meeting on campus in January 2004, made the decision to open school in September 2004. Recent political events in Côte d'Ivoire have created a situation of uncertainty but missionaries continue to serve in this country and in other countries around West Africa. ICA has met the needs of missionary children for over 40 years and we believe God is leading us to continue this ministry. Due to the current situation, French military troops are housed in some buildings within a defined area of the campus. They use their own roads and will be remaining in their part of the campus unless they are invited to join with us in activities. We have very good relationships with the military housed on campus and are thankful for the security they can provide. A written agreement provides the structure we will follow in maintaining these good relationships

*Revised July 2004*

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***International Christian Academy  
at Bouaké, Côte d'Ivoire***

Mailing address: 06 BP 718,  
Abidjan 06, Côte d'Ivoire, West Africa

Director: 05.54.53.33  
Dorm Administrator: 07.40.78.14  
Principal: 05.26.96.37  
Email: [ica@africaonline.com](mailto:ica@africaonline.com)

<b><i>School Flower</i></b>	<b><i>School Motto</i></b>	<b><i>School Colors</i></b>
Bougainvillea	In Christ Abiding	Blue and White

***School Verse***

*"Trust in the Lord with all your heart; and lean not unto your own understanding. In all your ways acknowledge Him, and He will make your paths straight.." Proverbs 3:5-6*

# 1

## Philosophy and Objectives

The International Christian Academy (Ecole Baptiste) is a ministry of the Conservative Baptist Field Conference of Côte d'Ivoire. It is committed to the historic perspective of life as set forth in the Bible. The school recognizes God as the Creator of all things, Jesus Christ as the Son of God and the Savior of all who acknowledge Him as Lord, and the Holy Spirit as the one who empowers us to live the Christian life. It holds that the knowledge of God is the beginning of wisdom, that fellowship with one God is the basis for true fellowship with one another, that each student is uniquely created by God (in His image) as a physical, intellectual, social, and spiritual being and is endowed with particular talents. (See Appendix A) From these premises stem the following:

### *Non-Discrimination Policy*

International Christian Academy admits students without regard to gender, ethnicity or nationality to all the rights, privileges, programs and activities generally accorded or made available to students at the school. It does not discriminate on the basis of gender, ethnicity or nationality in administration of its educational policies, admissions policies and athletic or other school-administered programs. The school reserves its right to operate as a church-related institution and to develop policies consistent with the religious tenets of its sponsoring mission agencies.

### *Vision*

Our graduates will possess a foundation of a godly character, a biblical world view, and a quality academic education in order to glorify God by living a life pleasing to Him and serving others, thereby effectively communicating Christ to the world around them.

### *Mission*

Students of missionary families in West Africa receive an excellent Christian education at an affordable rate.

### *Core Values*

Christ is Savior and Lord.

1. His Word is truth.

2. Integration of faith and learning in all academic disciplines is important.
3. Faculty and staff modeling Christ is essential to building godly character in students.
4. We seek to encourage growth in Christian character in the context of developing core skills in areas such as:
  - a. Aesthetics
  - b. Collaborative communication
  - c. Communications
  - d. Community contributions
  - e. Creativity
  - f. Critical thinking
  - g. Use of information
  - h. Lifelong learning
  - i. Problem solving
  - j. Use of technology
  - k. Understanding of self
5. Parents have the ultimate responsibility for educating their children; therefore, we serve parents.
6. The school community should exhibit love, justice, humility, and service among board members, administration, faculty, students, parents, and the larger community.
7. Our organizational practices will be thoroughly Christian: business, development, marketing, personnel, government relations, and other.

## *Expected Outcomes*

### *A. Spiritual Growth*

The school seeks to support the efforts of the parents by providing their children with an atmosphere that will encourage spiritually adjusted living in their faith and walk with God. To do this the school aims:

1. To teach the Bible as the inspired Word of God, the only source of true doctrine and the best guide for daily living.
2. To stimulate a pattern of life based on the standards set forth in the Bible.
3. To encourage each student to seek a personal relationship with Jesus Christ by accepting Him as Savior, acknowledging Him as Lord, and seeking to know and to do His will.
4. To aid each student in forming a personal Christian philosophy which will permeate every area of his or her life.
5. To provide, through its staff, a consistent example of Christian living.

### **B. Educational Growth**

The school seeks to provide an education of high academic standard which will prepare its students for continuing education or for entrance into the labor market. To do this the school aims:

1. To aid the students to recognize the revelation of God in every area of study.
2. To provide a varied and adequate curriculum which will furnish thorough preparation for each student's future study or occupational competence.
3. To teach skills for effective comprehension, communication, and computation.
4. To stimulate creative and critical thinking and responsiveness to beauty in the arts and science.
5. To teach and promote good study habits.

### **C. Social Growth**

The school seeks to provide a Christian atmosphere in which the students will develop a spirit of cooperation with and interdependence on one another. To do this the school aims:

1. To encourage a sense of individual personal worth.
2. To provide opportunities for wholesome personal relationships with one another.
3. To encourage good sportsmanship
4. To help students accept one another and learn to understand and respect the views and feelings of others regardless of ethnicity, sex, or creed.
5. To teach students the principles and practices of good citizenship, recognizing and assuming their responsibility in their homes, their community, their native country, and the country in which they live.

### **D. Cultural Growth**

The school seeks to promote intercultural sensitivity. To do this the school aims:

1. To promote understanding of the arts and customs of these cultures.
2. To teach students an awareness of and respect for the culture in which they live.
3. To stimulate a responsiveness to the beauty of other cultures.
4. To provide a Biblical standard by which to evaluate his own and other cultures.

### **E. Emotional Growth**

The school seeks to promote healthy emotional development. To do this the school aims:

1. To assist students in identifying and utilizing godly ways to express their emotions.
2. To provide, where needed, emotional support through counseling as well as informal guidance from staff who have been coached in supportive listening.
3. To provide a climate that is conducive to emotional development.
4. To identify and help at-risk students; helping families with referral service if needed.

### **F. Physical Growth**

The school seeks to encourage and promote the students' physical development. To do this the school aims:

1. To provide physical education programs for all.
2. To promote health fitness, coordination, and skillful use of the body.
3. To provide balanced nutritious meals.
4. To provide basic medical services.

The school seeks to accomplish these goals and objectives through:

**Dedicated School Board** — Men and women committed to the Christian faith who help to establish policies and make decisions for the direction of the school;

**Dedicated Personnel** — Christian administrators, teachers, dorm parents, and support staff who are well trained in their fields;

**Flexible Curriculum** — Stressing mastery of basic skills and full development of individual talents relating all learning to God's Word;

**Diversified Student Body** — Primarily missionary children, but available to those who can meet the requirements without regard to ethnicity or religion;

**Student Activities** — Student government, clubs, athletics, fine arts, and social events to supplement the classroom experiences and develop individual interests;

**Adequate Buildings and Facilities** — Suitable for changing educational needs;

**Cooperative Parents** — Who support the school policies and program and who participate with the school in the education of their children.

### **ICA Boarding Philosophy**

The dorm program is a vital part of ICA and therefore operates under the general school philosophy. Responding to the need of men and women who have answered the call of God to serve as missionaries, the dorm program exists to provide a caring, happy, and trusting home-like situation where students can grow and mature in a healthy, wholesome atmosphere. Whenever possible, ICA extends its ministry to international students, as well.

The dorm is to be viewed as an extension of the family unit as instituted by God. However, the greatest natural influence on the development of any child, including boarding school students, is their own home. Parenthood is a God-given responsibility. The dorm parents, therefore, must work in close cooperation with the parents, considering their values, cultural background and beliefs, and seeking their input and advice concerning their child's development. The parents, in turn, share their responsibility of raising their children by asking the dorm parents to be involved in this nurturing and care, recognizing the unique opportunities the boarding school offers to their children.

Dorm parents strive to model a godly, Spirit-filled life before the students, recognizing their responsibility to teach and guide the students in accordance with God's Word (Deut. 6:1-7). Bible study and devotional life are designed to develop a God-consciousness and a consistent Christian philosophy in the student. Dorm guidelines strive to promote self-discipline by leading the student to respect and revere God and all God-constituted authority (Heb. 13:17). The total dorm life should create an atmosphere which will encourage and stimulate awareness and respect for the culture in which they live.

Unconditional love must be foundational to all relationships. Each child is a unique creation of God who needs to develop his or her gifts and abilities to his or her highest potential based on a proper understanding and acceptance of himself or herself as God has made him or her (Ps. 139:13-14).

The boarding program functions best when teachers, administrators, dorm parents, and parents work as a team. Each member of this team is working in this ministry toward the same goal of developing children and young people into the men and women God would have them to become.

# 2

## **Background Information**

The International Christian Academy (ICA) is a Christian residential school operated by CBInternational to provide an American standard education for the children of missionaries in West Africa. Non-missionary students are accepted if they have sufficient understanding of the English language and provided there is space available.

Established in 1962, ICA grew to a size just over 200 students from 15 nations in grades 1-12 prior to political instability in the country. The school evacuated to Dakar Academy for the 2002-2003 school year and then closed. ICA opened its doors again for the 2004-2005 school year.

### ***History***

The International Christian Academy is located just outside of the city of Bouaké, approximately five miles (eight kilometers) east of the city center on the Route de M'bahiakro.

Classes at ICA began in September of 1962 with 31 children in eight grades. The children came from the homes of missionary parents serving in Côte d'Ivoire. They lived in one dormitory and were taught by two teachers.

### ***Expansion***

The program expanded in 1964 as a second dormitory was completed and the enrollment rose to 57. This included students from Côte d'Ivoire, Burkina Faso, and Mali. Additional classrooms were completed in 1965.

A third dormitory was built in 1967 to accommodate the growing student body which included 9th Grade. In 1968, 10th Grade was added.

In 1969 dining hall-kitchen facilities were constructed, plus another dormitory to take care of the expanding grade school and high school classes. A chapel-auditorium was added in 1970. In 1971 we saw the addition of the 11th Grade and in 1972, the 12th Grade.

## ***Current Facilities***

The school now has eight dormitories, a Library building, Administration and Business offices, a Dispensary, a Kitchen-Dining Hall, a Chapel, a Community Center, a soccer field with a regulation track, basketball and racquetball courts, and playing fields. There are thirteen classrooms and a full computer facilities on Campus. There are also thirteen family homes, two town houses and two 4-unit apartment buildings for staff.

## ***Administration***

The operation of ICA is the responsibility of CBInternational in Côte d'Ivoire and the School Board.

The board shall be self-perpetuating and will maintain a size of at least seven (7) members. Missions and organizations recognized by the board as participating members shall nominate up to two (2) of their members for consideration of the full board for election to the board.

The Director carries out the operation of the school and coordinates its various activities.

# 3

## **Admissions**

### ***Registration***

Every child must be six years old by June 1 to be accepted in August for that school year.

The initial registration of a child shall be submitted to the registrar at least by March 1 of the year of his or her desired admission to the school. Until March 1, applications from missionary families are considered for acceptance ahead of non-mission students. Applications arriving after March 1 forfeit this privilege. Annual re-enrollment blanks should be returned to the registrar by March 1 of each year.

A registration fee of \$150 or the CFA equivalent must be included with each application.

If parents plan to enroll a child at a time other than at the beginning of a school year, they should notify the registrar as early as possible.

If a child is withdrawn from school, re-entering that child and circumstances that pertain to his or her re-admission shall be subject to the approval of the Director.

### ***Kindergarten Requirement***

It is desired that entering students have their previous education either in an American/Canadian/English-type school or through a nationally recognized correspondence course. Those entering First Grade must successfully pass the "Readiness Entrance Exam".

### ***Transferring from Other Schools***

Parents of children entering from other schools or correspondence courses should make available to the Registrar any previous records, report cards and achievement tests. The teaching staff, in consultation with a child's parents, reserves the right to place a child in his or her proper grade.

Students planning to enter ICA from other schools using curriculum of national origin other than American/Canadian/English must provide transcripts and/or report cards in addition to the grade placement entrance exam. The administration will evaluate these records in determining the level at which the student will be able to work.

### ***Non-Mission Students***

Citizens of Côte d'Ivoire and children of English-speaking people working in Côte d'Ivoire who meet the following requirements may be admitted on a space-available basis:

- They must pass an entrance examination in English.
- They must be of comparable age and ability with other children in their respective grade.
- They must meet the financial obligations.
- They must have a health examination by one of our mission doctors at his or her next medical visit.
- They must comply with the moral standards of the school.
- They must comply with the regulations of the school.

### ***Students with Language Difficulties***

Grade level placement of the student is the prerogative of the school. The school administration reserves the right to decide each student's placement. For the First Semester, the student will enroll as any other student at ICA and receive credit in courses where passing marks are earned. If the student has not been able to earn passing marks in a minimum of three one-credit courses, he or she will be placed on academic probation. His or her progress will be evaluated by the teaching staff and re-admission in the following semester will be based on their decision. Their evaluation will include the following criteria:

- Is he or she demonstrating a desire to improve?
- Is he or she showing ability to improve?
- Is his or her presence in the class disruptive to the learning process of the class?

In addition to the above criteria, the student will maintain a minimum class load as required for the other students and will pay the full fee schedule.

He or she will remain on probation until the end of the school year or until he or she is able to earn a 2.0 GPA. If the student is not able to earn a 1.5 GPA, he or she will not be able to return for the next school year.

### ***Medical Requirements***

Every child shall have a complete physical examination yearly. This may be provided by the family through a licensed private physician or through the school. Annual physical examinations are provided each year at ICA by a visiting doctor.

Each child must also arrive with an International Health Card and with his or her yellow fever immunization up to date.

A small medical fee is charged each semester in addition to a fee for the annual physical examination. Further charges are made for medications and other related health care expenses as they occur.

### ***Legal Documents***

Government authorities in Côte d'Ivoire are aware of the coming and going of all aliens. Therefore, it is very important for anyone entering the country to have his or her official papers in order. ICA will not be responsible to the Côte d'Ivoire authorities for families who do not conform to the legal requirements of the government.

### ***Finances***

#### ***School Fees***

School fees are billed annually by ICA and include:

- Tuition
- \* Room and board                      \*Only as is applicable to Day Students.
- General Education
- \* Dorm

Payment may be made in two installments:

60% of total fees is due by arrival day first semester (August)

Remaining 40% of total fees is due by arrival day second semester (January)

A late fee of \$50 will be charged to each student account if the payment is not received by arrival day. This will apply to each installment.

#### ***Fees for Part of a School Year***

Students attending ICA for part of a school year shall be charged according to the following schedule:

- Up to one semester                      60% of the year's fees
- More than one semester                100% of the year's fees

#### ***Insurance***

Côte d'Ivoire law requires the school to carry accident insurance. All students living at the school are covered 24 hours a day while school is in session. Day students are covered between departure from and return to their homes each school day. The cost of this coverage is included in the school fees.

#### ***Incidental Expenses***

In addition to school fees, there may be incidental personal expenses paid by the parents. These could include:

- Annual physical examination

- Allowance for spending money
- Birthday cakes
- College entrance exams
- Graduation
- Library fines
- Medical and dental
- Music lessons
- Swimming
- Transportation
- Other miscellaneous items

Incidental expense deposits are payable on the day of arrival. These deposits are to be accounted for by the student's dorm parent. Funds received by the Business Office will be transferred to the dorm. The deposit to be maintained for each student is:

Students - Grades 1-8      50.000CFA

Students - Grades 9-10.    75.000CFA

Students - Grades 11-12 150.000CFA

Any additional funds required are the responsibility of the dorm parent to request.

Questions regarding finances, school fees, or methods of payment should be directed to the Business Manager at ICA.

# 4

## **Academics**

### ***School Year***

ICA operates on a semester basis with the school year consisting of 175 days to conform to educational standards in the United States. The First Semester normally starts mid-August, with school concluding in mid June. A month-long Christmas break, as well as a two-and-a-half to three-week spring break, are included in the schedule. Parents are strongly urged to follow the school calendar and have their children in classes as scheduled. Early departures or late arrivals may result in academic penalties. (See the current Academic Calendar.)

### ***Curriculum***

Staffed mostly by Americans and Canadians, ICA follows the American curriculum. All instruction is in English (except for French classes) and high academic standards are maintained. Graduates from the school are accepted in most colleges and universities in the United States and Canada. Students have also been admitted into institutes of higher education in Australia, England, Taiwan, and Lebanon. Over the past 15 years, an average of 90% of the graduating Seniors have gone on to college.

### ***Bible Classes***

All children and teenagers attending ICA are required to attend the Bible classes provided in the curriculum of the school.

### ***Graduation Requirements***

The following Graduation requirements are presently in effect.

A minimum total of 24 credits is required for high school to graduate from International Christian Academy.

US History is required of all US citizens. Other national histories may be substituted for other nationalities.

Involvement in team sports is considered totally extracurricular and separate from Physical Education.

Required subjects:

4      English

- 3 Social Studies
- 3 Science
- 3 Mathematics
- 0.5 Computer Literacy
- 0.25 Speech
- 0.4 Health
- 1 Fine Arts
  - 0.5 Performing Arts
  - 0.5 Visual Arts
- 2 Foreign Language
- 2 Physical Education
- 4.85 Bible, PE and Electives

24 Total Credits

### **Senior High Curriculum**

#### **ENGLISH**

- English I
- English II
- English III
- English IV
- AP English

#### **SOCIAL STUDIES**

- World Geography
- World History
- US History
- AP US History
- Psychology (S)
- Economics (S)
- World Issues (S)
- African Studies

#### **LANGUAGES**

- French I
- Adv. French I (S)
- French II
- French III

#### **MATHEMATICS**

- Algebra I
- Algebra II\*
- Geometry\*
- Trig/Pre-Calculus
- AP Calculus\*
- Business Math

#### **SCIENCE**

- Physical Science
- Biology
- Biology II\*
- Honors Chemistry
- Honors Physics

- French IV
- AP French\*

#### **FINE ARTS**

- Art I\*

- Art II\*
- Art III \*
- Art IV\*
- Choir
- Music Appreciation\*
- Speech (Q)
- Drama (Q)
- Theater (Q)
- Band\*
- Ensemble\*
- Video Production\*
- Photography\*

#### **ELECTIVES**

- Accounting\*
- Journalism I\*
- Money Management\*
- Computer Survey (S)
- AP Computer\*
- Yearbook
- Drafting\*
- CAD\*
- Woodworking\*
- Electricity\*
- Mechanics\*
- Maintenance\*

#### **PHYSICAL EDUCATION**

##### **PE**

- Health (S)

#### **BIBLE**

- Bible I
- Bible II
- Bible III
- Bible IV
- Bible Basics\*

Courses shown with a (Q) are quarter courses; with a (S) are semester courses. Unless otherwise noted, all other courses are full year courses. A student must earn a minimum of 5.5 credits per year with a total of 24 credits required for Graduation.

\*These courses may not all be taught each year. They will vary from year to year depending upon the teaching staff available. AP is Advanced Placement (college credit may be earned).

Certain advanced courses require prerequisite subjects. It is recommended that these prerequisites be completed with a grade of C or above. They are as follows:

<i>Course</i>	<i>Prerequisite</i>
Journalism I	English II
Algebra I	7th or 8th grade math or General Math
Geometry	Algebra I

Algebra II	Algebra I
Trig/Calculus	Algebra II but Geometry recommended
French II	French I or demonstrated proficiency in French
Chemistry	Physical Science & Algebra I
Physics	Physical Science, Algebra I, and enrolled in Algebra II

Exceptions can be made by the Principal.

### ***Academic Progress Reports***

Report cards are issued at the middle and end of each semester. In Grades 1-5 individual teachers contact parents if students are having difficulties. In Grades 6-12 Academic Progress Reports for students with a D or F average in a course(s) will be sent to day student parents and dorm parents and e-mailed to parents on a weekly basis. Parents with concerns or questions are encouraged to contact the teachers or Principals.

### ***Educational Support Program***

An educational support program is in place at ICA to help ensure that each student can be an "independent learner" in classroom situations. Primarily, this is a one-on-one program designed to identify learning difficulties and to help students learn skills to overcome them. The program also encompasses group instruction in areas such as developing study skills and test taking. All students at ICA are eligible to receive help from this program.

### ***Counseling Program***

The Counseling Program at ICA is available to confer with students regarding academic, personal, emotional, and spiritual problems and to act as a resource for all staff members who do formal or informal counseling. The guidance counselor distributes literature on colleges, occupations and vocations, and schedules seminars to assist the students in coping with present problems and making decisions about the future.

### ***Testing***

Standardized tests are given each year in order to evaluate student performance. Stanford Achievement Tests are given to Grades 1-11 in April.

College entrance exams, such as the ACT, PACT, SAT I, PSAT, PLAN, and SAT II are administered on assigned dates. AP (Advanced Placement) tests are offered in May.

### ***The Curricular and Extra-Curricular Program***

A minimum total of 24 credits is required to graduate from International Christian Academy. In addition to the academic curriculum, courses are offered in performing

arts, including speech, drama, theater arts, choir, and instrumental instruction. Yearbook, art, video, and photography provide a solid background in communication and visual skills.

Students participate in several Junior Varsity and Varsity sports for men and women including soccer, volleyball, and basketball. Intramural sports competition is conducted each semester.

Nearly half of the student body is involved in Outreach/Community Service activities. A unique aspect of ICA is the "Work Credit Program" which involves each Middle or High School dorm student in one to two hours of service to the school each week. Students develop life-long employment skills as they perform various tasks under the supervision of the faculty and staff.

### ***Accreditation***

ICA is accredited by the Association of Christian Schools International (ACSI) and the Middle States Association of Colleges and Schools (MSA).

### ***Transcript Information***

The academic year consists of 175 days divided into two semesters. Credit is awarded on a semester basis for each course that has been passed. Students transferring from schools using the Carnegie credit system receive credits for courses successfully completed. Their grades are included in their cumulative GPA. Students transferring from schools not using the Carnegie system receive credit for work successfully completed, but no grade. The amount of the credit is determined by the Registrar after evaluation of documentation. A unit of credit in grades 9-12 refers to 130 clock hours of instruction.

### ***Grade Point Average Information***

GPA's are determined with the following letter grade point equivalencies as of August 1998. Advanced Placement classes will receive 1.0 extra quality point; Honors classes will receive 0.5 extra quality point.

<b>Percentage</b>	<b>Quality Points</b>	<b>Grade</b>	<b>Percentage</b>	<b>Quality Points</b>	<b>Grade</b>
98-100	4.0	A+	75	2.0	C-
95-97	4.0	A	74	1.9	D+
94	4.0	A-	73	1.8	D+
93	3.9	B+	72	1.7	D+
92	3.8	B+	71	1.6	D

91	3.7	B+	70	1.5	D
90	3.6	B	69	1.4	D
89	3.5	B	68	1.3	D
88	3.4	B	67	1.2	D-
87	3.3	B-	66	1.1	D-
86	3.2	B-	65	1.0	D-
85	3.1	B-	0-64	0	F
84	3.0	C+			
83	2.9	C+			
82	2.8	C+			
81	2.7	C			
80	2.6	C			
79	2.4	C			
78	2.3	C			
77	2.2	C-			
76	2.1	C-			

# 5

## Campus Life

\*not all activities available 2004-2005 school year

### *Spiritual Emphasis*

All students living in the dorms are expected to participate in the spiritual life of the campus. Students are encouraged to have daily personal devotions. The dorms usually plan a group devotional each day. Sundays are set aside for corporate worship and rest. Special evening programs are scheduled on the school calendar. Many High School students participate in Outreach ministries.

A special Spiritual Emphasis Week is generally held twice during the school year as time is taken from work and play to hear from God through a guest speaker.

### *Athletics*

Team competition in basketball, soccer, and volleyball is available to High School boys (Grades 9-12); while volleyball and basketball are open for High School girls (Grades 9-12). To be eligible for participation in Athletics, students must maintain a C average. C average is determined by no more than one academic failure (1 F), or no more than two D's. If a student has one D and one F, a recommendation from the respective teachers, principal and coach are needed to be eligible. Intramural sports are scheduled for Middle School and High School students in Petit-Poteau (court soccer), softball, tennis, volleyball, basketball, or football, etc., depending upon student interest and the availability of coaches. Intramurals are included for Grades 1-5, as well, in Petit-Poteau, T-ball, and other sports. In addition, Physical Education courses are provided for all grades as part of the curriculum.

The school has two soccer fields, a track, an upper basketball court, tennis/Petit-Poteau court, racquetball/volleyball court, and a gym/community center that features both a dual-use volleyball and basketball court. Most are equipped with lighting for use at night.

### *Social Events*

ICA's social life consists of class outings, Friday night activities, banquets, trips to the swimming pool, cook-outs.

### *Banquets and Formal Dinners*

There are special banquets and/or formal dinners planned during the school year. These occasions provide opportunity for students to practice the social graces and to experience a "special" evening out. At the Valentine Banquet, the most elaborate of the dinners, the Seniors honor their King and Queen and Court that has been elected by the entire High School.

The Junior/Senior Banquet is held second semester of each year. The banquet is the responsibility of the Junior class and its sponsors, and is held to honor graduating Seniors. Sophomores are often invited to serve as waiters and waitresses. The banquet is held off-campus and includes a special program.

### ***Music Opportunities***

Since music plays a vital part in our Christian lives, the following musical opportunities maybe provided:

- Private lessons for piano and other instruments are offered by qualified teachers. A nominal fee is charged for these lessons.
- Choirs for all grade levels are available. They provide music for Sunday worship services and Singspirations, as well as giving cantatas and operettas.
- Band is offered for those pursuing instrumental music. There is also opportunity for instrumental and vocal ensembles, as well as trios, quartets, etc.

### ***Organizations***

#### ***Student Senate***

The International Christian Academy Student Senate is organized on a joint Middle School (6-8) - High School (9-12) level. The objective of the Senate is to provide a means whereby the students and staff members may discuss and make recommendations concerning campus life. Members are elected to the Senate for the school year by the participating classes. Each grade has its own representative; also each dorm and the day students have representatives. Two student members of the Activities Committee are also elected by the student body and are members of the Student Senate. The Student Senate advisors are staff members. Senate meets weekly.

#### ***Outreach Program***

The Outreach program involves a variety of evangelistic and/or service ministries whereby students and staff seek to meet needs in the surrounding community. The ministries vary from year to year depending on student interests, resources, and circumstances. Those interested in helping in the Outreach program should contact the chairman of the Outreach program.

The following are examples of previous ministries:

Orphanage: Students go to the Bouaké orphanage on Saturday afternoons to love and help care for orphans three years old or younger.

Prison: Girls have opportunity to share their testimonies and help with crafts. Guys witness to the prisoners and help collect clothes to distribute to them.

Village: Students minister in villages in the Bouaké area through testimonies, song, and minor medical care.

Evangelism Explosion: This is a program designed to teach students how to share their faith. They are then given opportunity to go to Bouaké to share one-on-one.

Projection: Students go to villages with African evangelism teams to show Christian films.

Building Projects: These are weekend outings during which students and staff help roof churches throughout Côte d'Ivoire. Generally those involved attend a worship service with the church members before leaving.

Evangelism Weekend: These weekends provide opportunity to focus on evangelism in towns and villages outside the Bouaké area.

#### ***National Honor Society***

NYA MO chapter of the National Honor Society of Secondary Schools is formed from students who meet the qualifications in areas of leadership, service, character, and scholarship. Specific qualifications are available upon request.

### ***Recreation***

#### ***Swimming***

All-school swim times are periodically scheduled. At least two staff members, one of whom is a lifeguard, will be present at each session. During the swimming time, children may not leave the swimming pool area without the supervisor's consent. An entrance fee is required each visit. Transportation is provided.

#### ***Bicycles***

Students may have bicycles on Campus as long as they follow ICA guidelines.

#### ***Playing Fields and Courts***

The playing fields and courts (soccer, softball, petit-poteau, basketball, tennis, racquetball), gym, and track are used for Physical Education classes, team sports, and intramural competition and personal recreation by staff, students, visiting parents, and other guests of the school. Visitors wishing to use these facilities for personal recreation should check the schedules with the athletic director to determine when they are available. Weight-lifting equipment is also available.

#### ***Precautions***

Students are not to bring hunting equipment to school. Firecrackers are not permitted on

Campus while school is in session.

### ***Telephone and Email***

Only in the event of an emergency should students be telephoned during school hours. Please request the current Campus telephone book at the beginning of each school year or when you are on Campus. It will list other important Campus phone numbers.

E-mail is available through the ICA Network. All staff and students have their own login which gives them access to E-mail and use of the computer network on campus. Individuals and families are billed a standard fee each semester. E-mail is available from any networked computer as well as remote access from dorms and residences.

Staff e-mail addresses are composed of the first initial of the first name plus the last name. John Smith would be <jsmith@ica-ed.org>.

Student e-mail addresses are composed of the first and last names separated with a "." John Smith would be <john.smith@ica-ed.org>.

User names can be used as an alternate address for anyone at ICA, and are composed of the first four letters of the family name plus the first three letters of the first name. John Smith would be <smitjoh@ica-ed.org>.

Should you need further assistance, please mail <postmaster@ica-ed.org>.

For information, e-mail ICA at <director@ica-ed.org> .

### ***Library***

The Library provides reading and reference materials for all ages, including the staff. Books are checked out for two-week periods. A fine is charged for each overdue book and for lost books. A good supply of periodicals and news magazines is ordered annually. The daily newspapers are also provided when available in Bouaké.

### ***Music Guidelines***

The staff of ICA is concerned about the quality of music played by students on Campus. It is the desire of the staff that students learn to appreciate and develop a preference for music that is spiritually, emotionally, and morally uplifting. It is understood that each student must come to this conviction personally. Parents can significantly influence the child's taste for fine music by encouraging wisdom in the selection of the type of tapes and records brought to ICA. Parents should be aware of all music brought to campus by their child. Dorm parents reserve the right to oversee the use of all electronic equipment. (Including computers, software, and the files stored on them.)

### ***Video Viewing***

ICA staff realizes their responsibility to nurture students in all areas of Christian life, including video viewing. Any video shown by staff to ICA students (on or off campus) will be pre-screened for approval. Our desire is to develop wisdom and discernment in video viewing.

Our desire is that videos shown promote Biblical family values, moral character, and purity in relationships. While these are standards that are desired, the viewing of videos can and should be a teaching and learning time. Where and when a video is contrary to our desired standard, we will either properly edit the video and/or use it to challenge and encourage the development of personal convictions.

### ***Social Guidelines***

Boys and Girls at ICA are encouraged to have peer friendships that are God honoring, pure and fun.

When a High school boy and girl wish to have a date, they must have:

1. permission from their parents
2. and permission from their dorm parents.

### ***Physical Display of Affection***

ICA reflects a variety of cultures and customs. What may be acceptable in expressing affection in one culture may violate the norms and standards of another. Out of common courtesy and in consideration of all residents, there will be no *romantic* expression of affection on campus that would include hugging, kissing, embracing, holding hands and the like. Disregard for this policy will result in appropriate disciplinary action, including notification of parents.

### ***Dress Code***

In accordance with biblical principles, clothing and hairstyle should reflect modesty, healthy hygiene and cultural sensitivity. Final approval is subject to the discretion of the dorm parents.

#### ***Girls' Dress Code***

- Strapless, braless, and backless clothing is not permitted
- All shoulder straps must be at least 1 inch wide
  
- Midriff will be covered at all times even when arms are raised and when sitting
- Undergarments, including sports bras, should be fully covered
- Clothing must fit appropriately (not too loose, not too tight)
- Shoes must be worn in all public buildings and are highly recommended outdoors

The school day:

- All clothing must be in good condition
- Shorts, skorts, dresses and skirts may be up to 2 inches above the knee
- During PE classes only, modest athletic shorts may be worn

- Clothing not permitted at school: athletic tank tops, pajamas, rubber flip flops

#### Free time:

- See general dress code guidelines
- Shorts may be mid-thigh or longer
- All skin-tight exercise clothing must be worn under modest shirts and shorts.

#### Sunday services:

- Sunday School, Worship Service, and Lunch
- Skirts and dresses, including slits, may be up to 2" above the knee.
- T-shirts and athletic tank tops are not permitted
- Two-piece pants and tunic outfits may be worn, provided the tunic meets the qualifications of a dress.
- Flip flops are not permitted
- Evening
- School dress (except shorts) or better

#### Off campus:

- School dress (except shorts) or better

#### Swimming Events:

- Bathing suits with bare midriffs or high cut thighs are not acceptable
- Dorm mothers shall approve all bathing suits the first time worn
- Swimwear must be covered to and from the pool
- Footwear is required

#### Banquet Dress:

- Sunday morning dress or better is required
- Formal dresses may have spaghetti straps; but all other dress code guidelines apply
- Flip flops are not permitted

#### ***Boys' Dress Code***

##### The school day:

- All clothing in good condition, such as T-Shirts, collared shirts, sweat shirts, sweaters, pants, Jeans, Shorts, and footwear are appropriate dress. (athletic shorts may be worn after the school day or during PE.) (tank tops, and flip flops are not permitted at school)

##### Free Time:

- outside of school hours modest clothing is appropriate.

#### Sunday services:

- Morning: Pants (not blue jeans), collared shirts, nice footwear
- Evening: school dress (no shorts)

#### Swimming Events:

- Swimming suits are required by local pools.

#### Formal wear:

- ICA has some formal occasions when a minimum of dress shirt and tie, dress pants and dress shoes will be expected.

### ***Discipline***

A student who is enrolled at ICA is expected to maintain a standard of conduct in conformity with the rules and guidelines set forth in the Student Handbook. Conduct should in no way bring discredit to the testimony of the school or hinder the purpose for which the school exists.

The administration is well aware, however, that some students will at times fail to measure up to these standards. It will be necessary for the staff to discipline those students whose behavior is unsatisfactory according to ICA standards. If a student does not respond to this discipline, he or she may be placed on suspension or expelled. The following is a summary of the steps that may be followed in discipline:

1. The student will be warned.
2. The student's privileges will be restricted.
3. The student will be referred to the Discipline Committee.
4. The student will be put on probation by the Director.
5. A student may be suspended by the Director for up to two weeks.
6. The School Board may suspend or expel a student.

The nature of the student's offense will determine at which of the above steps the discipline will begin. For example, a serious offense could result in suspension of the student without passing through the other disciplinary steps.

The following are NOT permitted at ICA:

Drug abuse, alcoholic beverages, tobacco, profanity, pornographic literature, firearms, explosives, occult activities, running away, and leaving the dorm after hours.

### ***Working Together***

If a parent has concerns regarding a disciplinary action, it is usually best to begin at the level where the problem developed. If possible, the parent should talk with the teacher if there was a classroom problem, or with the dorm parent if a problem developed in the

dorm. If the parent is not satisfied, he or she should seek a conference with the appropriate authority. If there are suggestions for changes in our school policies and procedures, they should be addressed to the Director. He will then discuss the matter with the appropriate staff member and, if necessary, the School Board. For further information, write to the Director.

# 6

## Dorm Student Information

### *Student Responsibility*

Students should all realize that their parents have entrusted them into the care of the ICA staff. The staff is responsible for their educational, physical, spiritual, and mental well-being during the time they are here. Therefore, children are expected to show the same respect and obedience to the staff as they would to their own parents.

### *Arriving*

All dormitory students will be expected to arrive during the afternoon preceding the first school day following vacation periods (Arrival Day).

Parents are strongly urged to get their children to school at the beginning of each semester. It should be understood that if the child is late enough to prevent successful completion of the scholastic requirements, it may be necessary for him or her to repeat the grade.

### *Departure*

The day before Leaving Day is a full day of school. Leaving early could result in missing too many school days. A student may have up to six absences per class per semester without penalty. After the sixth absence, the student shall be penalized 1% of the graded class for each day missed.

### *Name Tapes*

All clothing articles must be clearly marked with printed name tapes. It helps immensely in giving out laundry if the name tapes are sewed securely on the garments at the places described:

- at the back of the cuff of each sock (not in the toe)
- at the back of the waist of pants and skirts
- at the back of the neck of dresses, blouses, shirts, sweaters, and jackets
- on belts and separate collars
- on both parts of pajamas

Please cut out brand name if the tab folds over the name tape. Also, please send extra name tapes. Clothing not marked with name tapes will be removed from laundry service.

### ***Miscellaneous Items***

(Please mark clearly with student's name.)

- a Bible
- pens and pencils
- notebooks for assignments
- back pack
- water bottle
- flashlight
- personal toiletries and sports equipment
- personal medications, including malarial prophylaxis
- family picture
- stationery
- posters and wall items
- music (subject to dorm parent approval) and player
- linens (see below)
- reading materials (subject to dorm parent approval)

### ***Linens***

Linens may be brought to ICA or they may be charged on the dorm level. Linens must be new. If you do not have a preference, please talk to your child's dorm mother. If the child is a bed-wetter, please ask dormitory staff for suggestions regarding extra linens.

The blanket, mattress pad, and pillow become dorm property immediately. If your child moves to another dorm before four years, these three items will go with him or her. The rest of the linens become the property of the dormitory.

This is the linen list and the annual charge that will be made to those who choose not to bring the items:

Brought annually:		Annual Charge
1 wash cloth	@ \$3.00	\$3.00
1 hand towel	@ \$5.00	\$5.00

2 lg. bath towels	@ \$8.00 each*	\$16.00
Brought every two years:		
1 twin sheet set	@ \$20.00	\$10.00
(fitted sheet, flat sheet and pillow case)		
Brought every four years:		
1 mattress pad	@ \$12.00	\$3.00
1 pillow	@ \$12.00	\$3.00
Total annual charge: \$40.00 (prices reflect a small charge for shipping.)		

### ***Dorm Life***

#### ***Visiting in Dorms***

Students may visit one another in the dormitory lounges at times designated by the dorm staff.

Any time that members of the opposite sex are in a dorm other than their own, one dorm parent must be on duty in the building.

Students are not allowed down the dorm halls or in the dormitory rooms of members of the opposite sex.

It is requested that when anyone wishes to visit the room of a student that he or she first request permission of the dorm parents of the dormitory.

#### ***Duties in Dorms***

Each child is responsible for keeping his or her room neat and orderly. Each child shall have some responsibility in the dorm, such as sorting socks, putting clothes away, washing dishes, or cleaning up after snacks.

#### ***Duties on Campus***

Each resident student in Grades 6-12 is required to work on campus which will provide an opportunity to develop responsibility. Students in Grades 6-8 will work one hour per week; students in Grades 9-12 will work two hours per week. There are opportunities for a limited number of students to work more hours and receive pay.

#### ***Going off Campus***

Students leaving the Campus at any time must inform their dorm parents. The dorm parent will use his or her discretion in granting permission to students to be off Campus. There must be adult supervision with younger children.

### ***Overnight off Campus***

Students leaving the Campus to visit other students for overnight must have a written invitation from the hosts, and the student going must have written permission to go from his or her parents. His or her dorm parents must receive a letter or phone call from the inviting host. Dorm Parents will have the final in-put on overnight visits with friends.

### ***Letters to Parents***

All students are encouraged to maintain weekly communication with their parents.

### ***Pets***

Students are not allowed to have house pets but may have outside pets with permission of the dorm parents, with the understanding that the owner will assume full care of such a pet and be liable for all damage caused by his or her pet. Permission should be obtained before the pet is brought to Campus.

### ***Dining Hall***

A central Dining Hall is located in close proximity to the dorms. The boarding program provides three meals a day. It is the responsibility of the dorm parent to ensure that students maintain a healthy balanced diet. Special dietary needs should be communicated to the dorm parents and the school nurse at the beginning of the school year. Students will be expected to help in the set-up and clean-up of meals. Visiting parents who wish to eat a meal with their child must request permission from the dorm parent at least 24 hours in advance, and at least 48 hours in advance of the Sunday noon meal.

### ***Medical Care***

Nursing care is available on campus. Further medical and dental care may be available at clinics in Bouaké. Medical care is also available at a mission hospital in Ferkessédougou. A missionary doctor comes to ICA each year to give the required annual physical examinations. Routine dental care is the responsibility of the parents. Occasionally, dental teams come to ICA to provide their services to our students.

### ***Visits to Campus***

#### ***Dorm Visits***

Parents will want to visit their children during the school year and, on occasion, the staff may invite parents to attend special events (recitals, plays, etc.). Please keep the dorm parents advised both of your arrival date and of your tentative schedule while here. Please make arrangements for your housing before you arrive on campus. For further information please contact the dorm parent or the station hostess.

Though weekend visits are preferable, parents may visit their children at school any time after class. Students may leave the school grounds with parents provided the dorm

parents are informed and all responsibilities are covered. If staying overnight with parents on a school night, students must return to school before classes start the next day. Students not spending the night with their parents must return to the dorm by coming-in times. While on Campus, students must follow ICA rules, guidelines, and schedules. Parents may only take their own children for overnights during the school week.

#### ***Classroom Visits***

Parents are encouraged to make a classroom visit annually. Arrangements for this visit should be made in advance with the teacher. Parents should plan to arrive at the school to greet their children when classes are not in session to avoid any interruptions.

#### ***Appointments with Staff***

Visitors wanting to see members of the staff should do so in such a way and time that will cause the least amount of interference in the operation of the school.

#### ***Exceptions***

Exceptions to the above visitation policies may be made by the Director for individual cases.

# 7

## Notes to Day Students

### *Academic Progress Reports*

In Grades 1-5, individual teachers contact parents if students are having difficulties. In Grades 6-12, Academic Progress Reports for students with a D or F average in a course(s) will be sent to the parents. Parents with concerns or questions are encouraged to contact the teachers or the appropriate Principal.

### *Christian Activity Requirements*

All students are required to take Bible each year.

A day student in a special musical drama presentation is expected to attend all rehearsals, as well as the final performance. These presentations may be part of a Sunday church service.

Spiritual Emphasis Week services that are scheduled during the school day are to be attended by all students. Day students and their families are welcome to attend the evening services of Spiritual Emphasis Week but are not required to do so.

Day students visiting on Campus are expected to attend all activities planned for their class or age group, including church services and devotions. Likewise, day students attending class outings are expected to attend all activities and meetings, including those with a spiritual emphasis.

### *Communications & Mail*

Each Thursday afternoon a bulletin of weekly activities and announcements is placed in the day students' mailbox for distribution. Parents may pick up this bulletin after 4:00 p.m. in the Main Office. The bulletin is also available by e-mail to all parents

A monthly activities calendar is also placed in this box each month. Other communications to day students' parents will be placed in the families mailbox in the Main Office. Parents are free to check this mailbox in the Main Office when they pick up their children.

If there are concerns or questions regarding any aspect of the school, the school staff

would like the day parents to talk with a staff member before it becomes a problem. Feel free to contact the Dorm Administrator with any concern.

### *Day Students Leaving Campus*

Day students wishing to leave ICA Campus during the school day (i.e., over the lunch hour) must have written permission from their parents.

### *Dining Hall*

Day students eat their noon meal in the Dining Hall. Other meals are to be arranged at least 24 hours in advance (48 hours in advance for Sunday dinner).

### *Dispensary & Medical Care*

Day students must have medical permission and up-to-date medical records for the current school year on file in the Dispensary office before medical treatment of any kind can be given. The Dispensary will then treat day students as the need arises while they are on Campus. Directions to the children's homes and the telephone numbers for the home and office of the parents must be on file as well, in case of emergencies. The parents of a child who becomes sick during the school day will be called and asked to take their child home.

### *Dress Code*

Day students are expected to follow the school dress code as outlined under the section "Campus Life."

Parents and their guests are requested to conform to the dress code, if possible, when attending Sunday services and other special services. This shows respect for and sensitivity to ICA regulations.

### *Driving to ICA and on Campus*

Day students must keep the ICA driving regulations. In addition, those driving mobyettes to school must park them in the hangar provided near the Main Office. Day parents are requested to observe the Campus speed limit, not exceeding 20 kilometers an hour. Please honor this limit as small children may be playing on or near the roads.

### *Driving Regulations*

A student who has reached his or her 18th birthday and wishes to drive shall:

1. have a valid driver's permit for Côte d'Ivoire.
2. use only his or her own family car.
3. transport only members of his or her immediate family.
4. be in class or required school functions at required times.
5. use ICA streets only to travel to and from the highway.

6. observe Campus speed limit, not exceeding 20 kilometers an hour.
7. turn in a statement to the Cabinet signed by his or her parents accepting full responsibility for such use of the car.

This privilege may be withdrawn at the discretion of the Director.

### ***Extra-Curricular Activities***

Day students are encouraged to participate in all school-wide activities. Students who return for Friday night activities should be picked up by their parents promptly following the completion of the activity. Parents are also encouraged to take part in the weekend activities, for example, ice cream socials, pizza feeds, the Penny Fair, costume parties, and pep rallies.

One Friday of each month is designated as a Free Friday Night. On these nights, there are no specific activities for the children. The nights are designated on the activities calendar that is distributed at the end of the preceding month.

There are some activities that are not school-wide functions, such as dorm outings and dorm dinners. These are planned to meet the needs of dorm students and are closed to day student participation.

### ***First Day of the School Year***

The first day of each school year begins with an assembly in the Chapel at 7:45 a.m. All students should go directly to the Chapel and then each student will be directed where to go from there. Parents are welcome to attend these meetings.

### ***Inviting Dorm Students to Your Home***

A dorm student may visit in the home of a day student providing:

1. The dorm student has permission from his or her parents.
2. The dorm parents have been notified and have given their permission.
3. Transportation to and from the home is provided by the day student parent.
4. The hosting family abides by the rules of the school regarding acceptable activities and conduct for students.

If a day student wishes to invite a class or group of students, a calendar request form must be filled out at the beginning of the semester, and at least one week ahead of the event. These forms can be requested from the Main Office.

Day students wishing to invite dorm students to their homes need to be aware that parents of dorm students often plan visits with their children during Free Weekends or weekends with Free Friday Nights. These are designated on the school calendar.

### ***Policies for Day Students***

1. Other than for school sponsored activities, ICA does not assume responsibility for day students on campus except when parents have made specific arrangements with ICA staff.
2. At any time day students are on Campus, they must follow all rules that pertain to their class level.
3. Day students must leave Campus at going-in time.
4. Day students must buy a meal ticket from the main office 24-hours in advance (48-hour notice for Sunday dinner) if they want to eat in the Dining Hall, other than lunch Monday-Friday and scheduled banquets. Not all meals are available in the dining hall.
5. Day students are not allowed to drive on Campus. Those who drive to school must park their cars and motorbikes immediately upon arrival in the area designated by the administration.
6. Day students shall participate in dorm activities by invitation of the dorm parents only.

### ***Off-Campus Viewing***

The showing of videos to any student off-campus by an individual other than the child's own parent will be restricted to only those videos which have been approved in advance for general viewing by ICA.

### ***School Fees***

School fees include: student accident insurance; general health supervision; noon meals on school days; cahiers, and Friday night activities and banquet meal charges.

### ***Snacks***

We request that you send an afternoon snack with your children in their backpacks. Because of the large number of day students, the dorms prefer to limit afternoon snacks to the children in their own dorms. It makes it quite awkward for the dorm parents when day students show up in the dorms in the afternoons during snack time. If they know that your children are bringing their own snacks to eat, this helps to alleviate some of the awkwardness.

### ***Staying on Campus***

Day students in Grades 1-12 may remain on Campus after their classes are finished and are responsible to the Dorm Administrator. They should discuss any questions or concerns about school policy with him. If day student supervision becomes a problem, the Dorm Administrator may request help from the day parents, especially in the supervision of Elementary children.

Day students must have special permission from the administration to leave Campus during the day.

If day students wish to visit the Campus without their parents over the weekend, they should inform the Dorm Administrator and/or the administrator on duty that weekend.

### ***Sunday Church Services***

Day students and their families are invited to take part in Sunday School, Sunday morning worship, and Sunday evening services. During each semester, Sunday school begins at 9:30 a.m., Sunday morning worship at 10:30, and Sunday evening service at 7:00. There is no Sunday School the first and last Sundays of each semester. There is no Sunday School or evening service on Long Weekends.

During the semester breaks, there is not a regularly-scheduled church service. It is best to check with someone on Campus to see if services are being held during that time.

### ***Visiting in the Dorms***

Day students are to treat the dorms like any private home. They should knock and ask dorm parents or assistants permission to visit.

# 8

## Campus Map

**Please note French Military Areas and respect the division lines**

### Offices & Classrooms:

B	Business Office	(Business Mgr., Bookkeeper, Dorm Adm.)
M	Main Office	(Receptionist, Secretary, Director, HS Prin.)
H	HS Classrooms	(Rooms 11 - 14)
L	Library building	(Library, Print Center, Resource Rm, Staff Lounge and Workrooms)
S	Science Lab	(Rooms 6 & 7, Counselor, Registrar)
J	MS Classrooms	(Rooms 8, 9, & 10, 9 also MS Prin. Office)
E	Elem Classrooms	(Rooms 1-5)

### Staff Residences:

Numbered 1 - 16

### Dormitories:

D1	Bethany (Guesthouse)
D2	Bethel (Guesthouse)
D3	Baraka (Girls)
D4	Berea ( <b>French Military</b> )
D5	Beth-Eden (Guys)
D6	Bethlehem ( <b>French Military</b> )
D7	Brethren ( <b>French Military</b> )
D8	Bethesda ( <b>French Military</b> )

Other Buildings & Places:

A	Amphitheater
C1	Basketball Court
C2	Racquetball Court
C3	Petit Poteau Court
C4	Tennis Courts
CC	Community Center / Gym
CH	Chapel
DH	Dining Hall
G	Guardhouse (French Military)
LF	Lower Field and Track
MD	Medical Dispensary
MH	Mobylette hangar ( <b>French Military</b> )
PK	Park
PL	Elementary Playground
SH	Shop (Maintenance)
St	Storerooms
UF	Upper Field
VH	School car hangar
PL	Plaza

Appendix A

DOCTRINAL BELIEFS

We believe that Scriptures of the Old and New Testaments are inspired by God and inerrant in the original writings, and that they are of supreme and final authority in faith and conduct.

Accordingly, based on Scripture we believe:

1. that the Bible is God's Word, that it was written by men divinely and uniquely inspired, that it is absolutely trustworthy and has supreme authority in all matters of faith and conduct.
2. in God the Father, Creator of heaven and earth, perfect in holiness, infinite in wisdom, measureless in power. We rejoice that He concerns Himself mercifully in the affairs of people, that He hears and answers prayer and that He saves from sin and death all who come to Him through Jesus Christ.
3. in Jesus Christ, God's only begotten Son, conceived of the Holy Spirit, born of the Virgin Mary, sinless in His life, making atonement for the sin of the world by His death on the cross. We believe in His bodily resurrection, His ascension into Heaven, His high priestly intercession for His people and His personal, visible return to the world according to His promise.
4. in the Holy Spirit, who came forth from God to convince the world of sin, of righteousness and of judgment, and to regenerate, sanctify and comfort those who believe in Jesus Christ.
5. that all people by nature and by choice are sinners, but that "God so loved the world that He gave His only begotten Son, that whosoever believeth in Him should not perish, but have everlasting life." We believe, therefore, that those who accept Christ as their Lord and Savior will rejoice forever in God's presence and those who refuse to accept Christ as Lord and Savior will be forever separated from God.
6. in the Church – a living, spiritual body of which Christ is the Head and of which all regenerated people are members. We believe that a visible church is a company of believers in Jesus Christ, buried with Him in baptism and associated for worship, work and fellowship. We believe that to these visible churches were committed, for

observance “till He come,” the ordinances of baptism and the Lord’s Supper; and that God has laid upon these churches the task of persuading a lost world to accept Jesus Christ as Savior and to enthrone Him as Lord and Master. We believe that human betterment and social improvement are essential products of the Gospel.

7. We believe that every human being is responsible to God alone in all matters of faith.