

# CCCU Membership Application



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## ABOUT THE CCCU

The CCCU is an association of nonprofit Christian colleges and universities offering baccalaureate programs in the arts and sciences and professional studies from a biblical worldview. Many of our members and partners offer master and doctoral degrees in a variety of disciplines.

*Our mission is to advance the cause of Christ-centered higher education and to help our institutions transform lives by faithfully relating scholarship and service to biblical truth.*

## BENEFITS OF JOINING THE CCCU

- Participation in a network of like-minded, mission-driven, academically excellent Christian colleges and universities around the world.
- Access to CCCU-sponsored professional development conferences for a wide variety of peer groups, as well as specialized development institutes for new faculty members, emerging campus leaders, and new campus presidents.
- Participation in a national association of institutions with similar missions advocating for rights, recognition, and funding in the federal legislative arena.
- Institution-specific analysis alongside research data from CCCU peers in a number of important areas in higher education, including tuition, compensation, student satisfaction, and retention. (Only the data of member schools is included in the surveys and reports.)
- Admission of qualified students who apply to any of the CCCU's faith-integrated, off-campus study programs on a space-available basis: American Studies Program in Washington, DC; Middle East Studies Program in Amman, Jordan; and Scholarship & Christianity in Oxford, England. These programs are offered through CCCU GlobalEd.
- Receipt of legislative and legal updates and action alerts.
- Copies of the CCCU's biannual flagship magazine, *Advance*, which includes features, research and analysis, essays, and book reviews, all of which promote the work of Christian higher education, as well as educate and equip campus leaders in their work.
- Participation by faculty, administrators, and staff in online community groups with their peers from other CCCU campuses in order to exchange questions, ideas, and advice, as well as receive electronic communications and newsletters from the CCCU.
- Ability to post job openings to the online CCCU Career Center.
- Listing on the CCCU's website, [www.cccu.org](http://www.cccu.org), with a link to the institution's website.
- Permission to display CCCU name and logo on institution's website.

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## MEMBERSHIP TYPES AND CRITERIA

The Council offers three types of membership: governing members, associate members, and collaborative partners. If an institution meets all of the requirements below it will be designated as a **Governing member**. **Associate members** are institutions that meet core standards 1, 3, 4, 5, and 6 below. In other words, they do not offer fully accredited comprehensive undergraduate curricula rooted in the arts and sciences. Examples include seminaries, Bible colleges, undergraduate institutions without a full curriculum in the arts or sciences, and non-accredited institutions. **Collaborative partners** meet core standards 1-4 below. Collaborative partners include colleges and universities who find common cause with the CCCU and likewise seek the freedom to educate within their religious convictions.

**International affiliates** fulfill a separate set of criteria designed specifically for international institutions. This category provides more flexible requirements for institutions outside of North America seeking membership in the CCCU inclusive of all institutional types.

By providing the information requested in the following document, the CCCU will be able to ascertain which membership category best suits your institution. Based on the following core membership standards and understandings, the CCCU president and Board of Directors will advise renewing and applying institutions on their category of relationship within the CCCU.

1. **Christian Mission:** All CCCU members have a board-approved and public institutional mission statement that is Christ-centered and aligns with the following three commitments:
  - a. **Biblical Truth:** A demonstrated commitment to integrating the Holy Scriptures—divinely inspired, true, and authoritative—throughout the institution, including teaching and researching in all academic disciplines.
  - b. **Christian Formation:** A demonstrated commitment to fostering Christian virtues grounded in the Scriptures and nurtured through the institution’s curricular and co-curricular programs.
  - c. **Gospel Witness:** A demonstrated commitment to advance God’s redemptive purposes in the world by graduating students who live and share the Gospel in word and deed.
2. **Institutional Type and Accreditation:** CCCU institutions offer comprehensive undergraduate curricula rooted in the arts and sciences and may also offer graduate programs and degrees. All U.S. institutions must be in good standing with a national accrediting body recognized through one of the following nationally accrediting bodies listed below. The equivalent accreditation body in their respective countries must recognize international schools.
  - a. Accrediting Commission for Community and Junior Colleges (ACCJC) Western Association of Schools and Colleges
  - b. Higher Learning Commission (HLC)
  - c. Middle States Commission on Higher Education (MSCHE)

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- d. New England Commission of Higher Education (NECHE)
  - e. Northwest Commission on Colleges and Universities (NWCCU)
  - f. Southern Association of Colleges and Schools Commission on Colleges (SACSCOC)
  - g. WASC Senior College and University Commission (WSCUC)
  - e. Transnational Association of Christian Colleges and Schools (TRACS)"  
*\*Must be recognized as a four-year liberal arts institution*
3. **Cooperation and Participation:** All CCCU schools support other Christian colleges and universities and advance the cause of Christian higher education through participation in the programs of the CCCU and payment of the annual dues. Member campuses are urged to demonstrate continuing support for the CCCU through annual registration for CCCU professional development and/or student programs. In addition, CCCU institutions recognize that fellow schools are seeking to pursue faithfully their institutional missions in their particular contexts, and therefore they demonstrate respect and support for each other.
4. **Institutional Integrity:** All CCCU members demonstrate responsible financial operations, have institutional practices that reflect high ethical standards, and operate all financial and fundraising activities consistent with the standards of the Evangelical Council for Financial Accountability.
5. **Employment Policies:** CCCU voting members have a continuing institutional policy and practice, effective throughout membership, to hire as full-time faculty members and administrators only persons who profess faith in Jesus Christ.
6. **Christian Distinctions and Advocacy:** The CCCU has a robust, necessary, and increasingly important advocacy role within the public square. Historic Christian beliefs and practices often intersect with current governmental interests and regulations. The framework below sets out the Christian beliefs and practices that guide the CCCU advocacy positions. These principles include:
- a. We hold the Christian belief that the Earth and the entire universe are God's good creation.
  - b. We hold the Christian belief that human beings, male and female, are created in the image of God to flourish in community, and, as to intimate sexual relations, they are intended for persons in a marriage between one man and one woman. We believe in the right of Christian institutions to maintain practices that align with this sexual ethic.
  - c. We hold the Christian belief that all human beings, without exception, are invested with inherent worth and dignity. We support the well-being of the underserved and marginalized, for the protection of people of all faiths from religious persecution, and for the preservation and advancement of religious freedoms.
  - d. We hold the Christian belief that the Gospel calls us toward reconciliation with one another. We strive for humble and courageous action that honors the unity of the human race, values ethnic and cultural diversity, and addresses the injustices of racism.

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CCCU Governing and Associate members support the CCCU in upholding these principles. In addition, the Council's own services, advocacy, employment practices, and student programs will be consistent with these alignments and Christian beliefs and principles. These principles inform and guide the CCCU advocacy work, as decided by the Board of Directors. These advocacy positions change over time, but they currently include positions such as:

- **Religious freedom:** We hold the Christian belief that all human beings, without exception, are invested with inherent worth and dignity. We advocate for the preservation and advancement of religious freedoms for all persons, regardless of religion, and for the right of each of our institutions to practice their sincerely held religious beliefs, including the Christian belief that human beings, male and female, are created in the image of God to flourish in community, and, as to intimate sexual relations, they are intended for persons in a marriage between one man and one woman. The CCCU advocates for a robust understanding of religious freedom where the right to practice these beliefs includes the right to hire for mission, to receive federal funding, to expect adherence to behavioral standards, and to generally practice our faith without penalty from the state.
- **Higher education:** The CCCU addresses issues that directly impact our institutions or our students. The CCCU will advocate for policies that promote access to and choice of higher education through federal student aid with a priority on need-based student aid. Higher education issues may include, but are not limited to, Title IX regulations, charitable giving incentives, access and protection for international students, educational quality, and affordability concerns.
- **Biblical priorities** that are core to the mission of Christian higher education: the CCCU will address issues deemed necessary to advance the cause of Christian higher education, such as immigration reform, prison education, and racial reconciliation initiatives.

Detailed information about CCCU programs and services is available on our website at [www.cccu.org](http://www.cccu.org). Additional information follows about the application process, criteria, and the required information for our Board to review in making its decision. Please contact us if you have any questions.

## CCCU CONTACT INFORMATION

Jeff Clawson

321 Eighth St., NE, Washington, DC 20002

Phone: 202.546.8713

Website: [www.cccu.org](http://www.cccu.org)

Email: [jclawson@cccu.org](mailto:jclawson@cccu.org)

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## **PROCEDURE FOR INITIAL MEMBERSHIP APPLICATION AND REVIEW**

1. Complete this application form and send it to the president of the CCCU with the requested documents and a check for the nonrefundable application fee (\$1,000; \$500 for International Affiliates). Applications can be mailed or emailed. If accepted, this fee will be applied to your institution's first-year dues.
2. Once the application is reviewed by the CCCU Executive Cabinet, the application documents will be presented for review by the CCCU's Board Development and Membership Committee. The committee will make a recommendation to the Board of Directors as to which category of membership the institution fits within, and the Membership Committee of the Board will make the final membership decision.
3. A member's dues for the first year are payable upon receipt of notice of acceptance. New members pay prorated dues. Upon receipt of a new member's payment of dues, the institution becomes an active member and has all membership rights. CCCU staff adds the institution to CCCU publications, websites, e-lists, mailing lists, etc., as quickly as possible.

## **DUES**

Dues are set by the Board of Directors. The schedule is based on the CCCU's fiscal year calendar of July 1 through June 30. First year membership dues will be prorated, based on the date of acceptance. Governing member dues are calculated based on the institutions full-time equivalent (FTE) fall enrollment number. Associate members and collaborative partners pay 75% of the equivalent membership dues. International Affiliate are based on a predetermined standard rate.

## **REAFFIRMATION PROCESS**

Concurrent with the annual payment of dues, the president of each institution is asked to reaffirm the institution's compliance with membership requirements. Each year, the CCCU will include a questionnaire along with the dues invoice for each institution to allow the CCCU to reassess annually whether each institution is in the correct membership category. Additionally, on the rare occasion when there are sufficient questions raised by staff or other member institutions, a more formal reaffirmation or additional documentation may be requested.

## **CHANGE OF STATUS OR TERMINATION OF MEMBERSHIP**

If an institution fails to comply with the criteria consistent with its membership status, the Board may change the institution's status or terminate its membership. Alternatively, if an institution fails to meet some criteria but indicates its intent to work toward full compliance again, it may be put "on notice" for a specific period of time, in order to demonstrate full compliance. An institution that voluntarily withdraws from membership is expected to pay the prorated dues invoiced from the beginning of the CCCU's fiscal year to the date of receipt by the CCCU of the institution's written request to withdraw.

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## INFORMATION REQUIRED IN YOUR APPLICATION

The following information will allow the CCCU Board of Directors to determine the membership category for which your institution best qualifies. The factors considered for membership and required enclosures are described below. If you are applying for International Affiliate status please complete section VII, IX and X.

### I. CHRISTIAN MISSION AND INTEGRATION

In accordance with Core Standard no. 1 above, the CCCU's mission statement indicates a collective sense of the mission of all of our institutions by stating that our "institutions transform lives by faithfully relating scholarship and service to biblical truth."

#### Please enclose:

1. Your mission statement.
2. Your purpose statement, statement of faith, or other appropriate documents.
3. Your faith and learning integration statement.

### II. ACCREDITATION

Does your institution have accreditation, exclusive of candidacy status or current sanctions, from the following nationally accrediting bodies listed (or international equivalent)?

1. Accrediting Commission for Community and Junior Colleges (ACCJC) Western Association of Schools and Colleges
2. Higher Learning Commission (HLC)
3. Middle States Commission on Higher Education (MSCHE)
4. New England Commission of Higher Education (NECHE)
5. Northwest Commission on Colleges and Universities (NWCCU)
6. Southern Association of Colleges and Schools Commission on Colleges (SACSCOC)
7. WASC Senior College and University Commission (WSCUC)
8. Transnational Association of Christian Colleges and Schools (TRACS)\*

*\*Must be recognized as a four-year liberal arts institution*

Yes                  No

1. If yes, please list the name of the accrediting body:
2. If yes, please enclose documentation from your national accrediting agency.



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## III. INSTITUTIONAL TYPE AND ACADEMIC PROGRAMS

### A. General Education *(For all undergraduate programs):*

To be a member campus, at least 25% of all credits required for baccalaureate degrees must be in general education and come from areas 1 through 4 in item B below, including at least 6 required credits in Biblical studies, Christian worldview, or Christian ethics (at least three of which must be in Biblical studies).

1. What percentage of total credits required for graduation do you currently require in your general education core from areas 1-4 in item B below?                      %
2. How many credits are required in Biblical studies, Christian worldview, or Christian ethics?
  - a. Are at least three of these hours in Biblical studies?  
Yes                      No                      N/A: Your institution is a seminary.

### B. Majors *(For undergraduate programs only):*

The CCCU reviews majors offered as one important dimension of being a campus that is comprehensive in its offerings and rooted in the arts and sciences. A member campus must offer at least 15 majors, with at least two in each of the first three categories listed below and at least eight total majors in those three categories. Education majors may only be counted in category 5, and not more than three education majors may be counted to meet the required minimum of 15 majors. Only majors that have been offered for at least one completed semester and have a minimum of five current students declared within them may be included below. Please number the eligible majors offered within each category here:

1. Humanities/fine arts (e.g., art, theater, speech, English literature, foreign language, music, philosophy):
2. Natural/mathematical sciences, exclusive of computer science majors (e.g., math, biology, chemistry, physics):
  - a. Is at least one of these biology, chemistry, or physics?    Yes    No
  - b. If so, list which of these three majors your institution offers:
3. Social/behavioral sciences (e.g., anthropology, sociology, history, psychology, political science, economics):
4. Christian studies (e.g., Biblical studies, Christian worldview, Christian ethics, Christian ministry):
5. Other majors offered (include professional studies majors in this category, such as education, engineering, nursing, health-related programs, etc.):
  - a. How many of these are education-related majors?  
N/A: Your institution is a seminary.

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## C. Required Enclosures

1. Copy of your catalog (or link to electronic version), primary student recruiting brochures (or link to electronic recruiting materials), and link to any electronic marketing videos or materials.
2. Copy of general education requirements for undergraduate students.
3. List of all undergraduate majors offered at your institution.
4. Copy of the enrollment section of your most recent IPEDS form submitted to the federal government (U.S. campuses only). (Canadian institutions should submit a comprehensive enrollment report for the most recent completed academic year.)
5. Total number of students in last academic semester, by degree level, indicating those in adult degree completion programs; identify the majors listed in the application and show the number of current students with declared majors for each major listed.

## IV. AFFIRMATION OF COOPERATION AND PARTICIPATION

In accordance with Core Standard no. 3 above, are your institution and your leadership committed to cooperating with and supporting fellow member schools?

Yes                  No

## V. EMPLOYMENT POLICY

Does your institution currently have a policy to hire as full-time faculty members and administrators (non-hourly staff) only persons who profess faith in Jesus Christ?

Yes                  No

1. If so, please enclose documentation of such policy.

## VI. ALIGNMENT WITH THE CCCU'S CHRISTIAN DISTINCTION AND ADVOCACY

In accordance with Core Standard no. 6 above, does your institution understand and align with the CCCU's Christian distinctives and advocacy positions?

Yes                  No

## VII. FINANCIAL STANDARDS AND INSTITUTIONAL INTEGRITY

The CCCU requires members in all categories to affirm the Evangelical Council for Financial Accountability standards in fundraising and financial operations listed at: <http://www.ecfa.org/content/standards>.

1. Please enclose a signed affirmation of the Seven Standards of Responsible Stewardship found at [www.ecfa.org/PDF/ECFA\\_Seven\\_Standards\\_of\\_Responsible\\_Stewardship.pdf](http://www.ecfa.org/PDF/ECFA_Seven_Standards_of_Responsible_Stewardship.pdf).
2. Please enclose a copy of your institution's most recent audited financial statement.

## VIII. DECISION TO APPLY

Please attach a brief description of why your institution would like to join the CCCU.

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## IX. INSTITUTIONAL REFERENCES

Each applicant must submit endorsement from two CCCU member presidents. Please list here whom you have asked to submit a letter of endorsement on your institution's behalf:

- |      |             |
|------|-------------|
| Name | Institution |
|------|-------------|
- |      |             |
|------|-------------|
| Name | Institution |
|------|-------------|

*(Letters of endorsement should be sent to the president of the CCCU within 14 days from the date of submission of your application.)*

## X. APPLICATION PAYMENT

The fee for application is \$1,000 or \$500 (International affiliates only). If accepted by the CCCU, the fee will be applied to your institution's first year dues. Please enclose payment for application fee.

### FOR INTERNATIONAL AFFILIATE STATUS APPLICANTS

#### CRITERIA CHECKLIST

- | YES                      | NO                       |  |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | 1. We are an institution of higher learning or postsecondary education committed to providing a Christian education and integrating biblical faith with our educational programs.  |
| <input type="checkbox"/> | <input type="checkbox"/> | 2. Our institution is legally registered in a country outside the USA and Canada; is in good standing to offer programs similar to those in American higher education; has been in existence for at least three years; and has total enrollment of at least 250 students at the postsecondary level. (This is required unless a special exception is made by the CCCU Board of Directors on minimum enrollment.) |
| <input type="checkbox"/> | <input type="checkbox"/> | 3. We will refer to ourselves as an "International Affiliate Institution" of the CCCU.   |

#### To apply for international affiliate status please include the following application materials:

- Copy of your institution's board-approved mission statement
- Other information demonstrating a commitment to the integration of biblical faith and learning
- Copy of latest annual financial report or audit
- Copy of current catalog and primary general information brochure
- Statement showing degrees offered and the number of students served in each (Associate, Bachelor, Master, Doctoral degrees or other)
- Completed institutional information below
- Application fee of \$500
- 2 letters of endorsement sent to the CCCU President from two separate national church leaders and/or presidents of well-known Christian colleges who are familiar with our institutions.  
(Please list endorsers in section IX above.)

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## **INSTITUTIONAL INFORMATION**

Institution:

Physical Address:

City:

State/Province:

Zip/Postal Code:

Country:

Main Phone:

Main Fax:

Mailing Address (if different from above):

Year of founding:

Web Address:

Denominational Affiliation (if any):

## **PRESIDENT/CHIEF EXECUTIVE OFFICER:**

Name:

Phone:

E-Mail:

Date presidency began:

## **PRESIDENT'S ASSISTANT:**

Name:

Phone:

E-Mail:

## **PRESIDENT'S AFFIRMATION AND REQUEST**

On behalf of our institution, I affirm that, to the best of my knowledge, we reflect the distinctives of a CCCU member institution listed on pages 3 and 4 of this application and submit the requested documents with a request that we be considered by the Board of Directors for membership in the Council.

President/CEO

Date