

Administrative Policy

Employee Affirmation of Belief

Approved By: President

Date Approved: August 20, 2025

Effective Date: August 20, 2025

1. **Summary:** This policy defines the beliefs which employees of the College must affirm as a condition of employment.
2. **Rationale:** This policy is necessary to ensure that employees are appropriately aligned with the doctrinal beliefs of the College.
3. **Entities Affected:** employees
4. **Definitions:** not applicable
5. **Policy:**

As a condition of employment, all prospective and current employees must affirm the College's mission statement and conduct their lives in conformity with the College's Articles of Faith, as well as the College's commitments to ethical and moral integrity.

At the time of employment, new hires will be asked to sign the following affirmation of belief as a sign of their general agreement with the College's Articles of Faith.

- a. We believe that because the Bible is the only written Word of God, it is inspired, infallible, and inerrant.
- b. We believe that there is only one God who eternally exists in three persons: the Father, Son, and Holy Spirit.
- c. We believe in the deity of our Lord Jesus Christ, in His virgin birth, in His sinless life, in His miracles, in His vicarious and atoning death through His shed blood, in His bodily resurrection, in His ascension to the right hand of the Father, and in His future personal return to the earth in power and glory.
- d. We believe that for any person to receive salvation, they must experience an inward transformation of the Holy Spirit, otherwise known as regeneration or the new birth, and express personal faith in Christ as Savior and Lord.
- e. We believe in the present ministry of the Holy Spirit, by whose indwelling the Christian is enabled to live a godly life.
- f. We believe in the bodily resurrection of both the saved and the lost. Those who are saved will be raised unto eternal life to inhabit the new creation in the age to come and those who are lost will be raised to receive judgment and eternal damnation.
- g. We believe in the spiritual unity of believers in our Lord Jesus Christ.
- h. Without mental reservation, I hereby subscribe to the above statements. My affirmation of these beliefs is an outflow of my own personal conversion experience and continued dedication to Christian discipleship.

6. Procedure:

- a. Implementation:** not applicable
- b. Responsibility for Compliance:** Chief Financial Officer
- c. Notification:** This policy will be posted on the College's website and will be presented to candidates for employment at the College.
- d. Policy Review:** This policy will be regularly reviewed according to the College's policy review procedure.

For the Office of the President only:

Policy version: 2.0	Policy number: 2.055
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Related policies:

Policy History

Version 1.0	July 24, 2017
Version 2.0	August 20, 2025