

**EVANGELICAL  
TRAINING  
ASSOCIATION**

1551 Regency Court  
Calumet City, IL 60409  
800-369-8291

Email: [customerservice@etaworld.org](mailto:customerservice@etaworld.org)  
www.etaworld.org

ETA OFFICE USE ONLY	
ORDER # _____	Date _____
FCCM _____ SCMC _____	Code/Cnt _____
ACMC _____ LCMC _____	_____
BILLED _____	CK #/other _____
CRED CRDS/REG # _____	CK Amount _____
DATE MAILED _____	Balance _____
	Initial _____

**STANDARD CHURCH MINISTRIES CERTIFICATE  
ORDER FORM**

CHURCH OR BIBLE INSTITUTE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_  
Street Address
City
State
Zip

CONTACT NAME: \_\_\_\_\_ Home Ph: \_\_\_\_\_ WK Ph: \_\_\_\_\_

SHIP CERTIFICATES TO: \_\_\_\_\_  
Street Address
City
State
Zip

IS THE SHIPTO ADDRESS A BUSINESS OR A RESIDENCE?  BUSINESS  RESIDENCE

DATE INSCRIBED ON CERTIFICATES: \_\_\_\_\_

A PUBLIC CEREMONY IS SCHEDULED:  YES  NO If Yes, the ceremony date is \_\_\_\_\_

**IMPORTANT!**

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

**NAMES OF STUDENTS QUALIFYING FOR THE CERTIFICATE**

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

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

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

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

Date: \_\_\_\_\_

Signed: \_\_\_\_\_

## IMPORTANT TRANSCRIPT INFORMATION!

1. Fill out and photocopy this page for each student.

2. ETA prefers each name submitted be accompanied by the appropriate four Award Credit Cards; however, submitting only the registry numbers from the Award Credit Cards is permissible, as long as care is taken to ensure accuracy.

STUDENT NAME: \_\_\_\_\_ CHURCH: \_\_\_\_\_

STUDENT ADDRESS: \_\_\_\_\_

	Street Address	City	State	Zip
<b>FOUNDATIONAL CHURCH MINISTRIES CERTIFICATE</b>				
<b>Instructor</b>	<b>Course</b>	<b>Award Credit and Card #</b>		
_____	<b><i>Growing Toward Spiritual Maturity</i></b>	1 Credit # _____		
_____	<b><i>Understanding People</i></b>	1 Credit # _____		
_____	Elective _____	1 Credit # _____		
_____	Elective _____	1 Credit # _____		
	<b>Total</b>	<b>4 Credits</b>		
<b>STANDARD CHURCH MINISTRIES CERTIFICATE</b>				
<input type="checkbox"/> Completion of Foundational Certificate <input type="checkbox"/> Completion of 2 survey courses (taken at either Foundational or Standard level)				
<b>Instructor</b>	<b>Course</b>	<b>Award Credit and Card #</b>		
_____	<b><i>You &amp; Your Bible</i></b>	1 Credit # _____		
_____	Elective _____	1 Credit # _____		
_____	Elective _____	1 Credit # _____		
_____	Elective _____	1 Credit # _____		
	<b>Total</b>	<b>4 Credits</b>		
<b>ADVANCED CHURCH MINISTRIES CERTIFICATE</b>				
<input type="checkbox"/> Completion of Standard Certificate <input type="checkbox"/> Completion of 3rd survey course				
<b>Instructor</b>	<b>Course</b>	<b>Award Credit and Card #</b>		
_____	<b><i>The Triune God</i></b>	1 Credit # _____		
_____	Elective _____	1 Credit # _____		
_____	Elective _____	1 Credit # _____		
_____	Elective _____	1 Credit # _____		
	<b>Total</b>	<b>4 Credits</b>		
<b>LEADERSHIP IN CHURCH MINISTRIES CERTIFICATE</b>				
<input type="checkbox"/> Completion of Advanced Certificate				
<b>Instructor</b>	<b>Course</b>	<b>Award Credit and Card #</b>		
_____	<b><i>Biblical Leadership</i></b>	1 Credit # _____		
_____	<b><i>Perspectives From Church History</i></b>	1 Credit # _____		
_____	Elective _____	1 Credit # _____		
_____	Elective _____	1 Credit # _____		
	<b>Total</b>	<b>4 Credits</b>		

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

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

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