

Anchor Character Training Center

A Ministry of Harvest Baptist Church, Fort Dodge, Iowa

Residential Program Information & Application



Marvin E. Smith III, Pastor, Founder, Director

1940 225th Street, Fort Dodge, Iowa 50501

ACTC (515) 955-5270 - Harvest Baptist Church (515) 955-3074

Fax (515) 955-2411 c/o ACTC

***“Which hope we have as an anchor of the soul,
both sure and stedfast...” Hebrews 6:19a***

www.hbcfd.com is the official website of Harvest Baptist Church in Fort Dodge, Iowa.
Please contact us if you have any questions concerning the ministries of Harvest Baptist Church.

Please mail completed application to:

ACTC c/o Harvest Baptist Church, 614 2nd Ave. S., Fort Dodge, IA 50501

Dear Applicant & Parent/Guardian,

Thank you for your inquiry regarding the Anchor Character Training Center. Our Christian staff strives to help those who are troubled with drugs, alcohol, rebellion, sexual sins, anger and many other sinful practices and character problems. Please read all the application material before making a decision.

The ACTC is a Christ and Bible-centered program; therefore, it is vitally important that both the parents and the teen be willing to **submit to the authority** of God's Word and to the leadership of the Harvest Baptist Church and the Anchor Character Training Center. All teen(s) **wanting to come** to the ACTC **MUST** be willing to come and **spend at the minimum one year in the program**. Every resident must sign the enclosed form that states he/she **will** commit to a minimum of one-year enrollment in the ACTC and obey the rules and policies of the home. This commitment is to the parents, to the Home, and to the Lord.

We believe and practice Biblical standards and discipline. We require our residents to give our staff respect and complete cooperation. We are willing to give our time and expertise to help you. We ask that you in return make every effort to abide by the rules that have been established. It all works together for deliverance, restoration, and rehabilitation. Please read the ACTC guidelines carefully. It is our prayer that all ACTC residents allow God to do a real miracle in their life.

We require all parents to be in a Bible believing church and to regularly attend the weekly services and special meetings of the Church. This would include **Sunday morning, Sunday evening, mid-week services and revival meetings**. **Not attending church services will let us know that you do not want your teen in the ACTC program. If parents change churches, a new Pastor form must be completed and sent to the Director of the ACTC.**

Because we are not equipped to handle special needs young people, we cannot accept anyone diagnosed with **severe** medical or mental problems and/or who may have contagious diseases. A blood test is required for each resident before being accepted. **Residents must be 12 years old to be able to attend the ACTC program. No one will be accepted into the program who is over the age of seventeen. In very rare cases, at the discretion of the Director and Dean, an exception could be made to this policy.**

After completing the application, please mail or email pages 6, 7, 8, 17-19 to ACTC Director, 614 2nd Avenue South, Fort Dodge, Iowa 50501. (email:4actcsecretary@gmail.com)

Do not make plans to come to the ACTC until we have contacted you. Once the application procedure is complete, we will then determine whether or not we can consider your teen for entrance into our facility. We will contact you and schedule a preliminary meeting with the teen and parents. This preliminary meeting does not guarantee your child's acceptance. It is simply the last stage of the application process.

You will need to come for a whole weekend, and be prepared to stay as a family in a hotel room. The schedule for the weekend usually includes a meeting on Friday with the Dean, then Saturday you will meet with the Director. Also, be prepared to attend Saturday Prayer Meeting and both Sunday morning services of the Harvest Baptist Church. At the meetings you will be counseled in the attempt to determine if your young person would benefit from our program. If accepted to enter into the program, your teen should be prepared to join the other residents after the Sunday morning service.

Please be aware that the entire family will receive biblical counseling. It is imperative that each parent/guardian comes with an open mind and a desire to be transparent for the sake of family healing.

Please do not bring additional children with you. When you bring your teen for the preliminary acceptance counseling session please be sure to only bring the teen being considered for acceptance and spouse. Additional children can potentially hinder our counseling.

Years of results have proven that this program can change the lives of young people who want help and who are truly seeking a closer walk with God. We look forward to serving your family in any way the Lord allows.

Because of Grace,
Pastor Marvin E. Smith III
Founder and Director

History of the Anchor Character Training Center

Dear Parent/Guardian,

The Anchor Character Training Center (ACTC) was birthed in the early days of my ministry. In 1976, I was married to my wife Alice and within two weeks the Lord led us to open our home to a troubled young man in need of help. After three months of ministering to this young man, he left our home, enrolled in Bible College, graduated and later became a professor at an Independent Bible College. In 1993, my family moved to Fort Dodge, IA, to start the Harvest Baptist Church, an Independent, New Testament, Baptist Church. Immediately upon our arrival in Fort Dodge we took a sixteen-year old girl into our home in order to minister to her needs. In 1995, we heard the call of God to open what is now called the Anchor Character Training Center (ACTC). The church planned and built an 18,000 square foot building to house the new ministry which opened in October 1996. The Anchor Character Training Center (ACTC) is presently housed in a 60,000 square foot facility on ten beautiful acres south of Fort Dodge.

The ACTC has been able to touch many hundreds of teens and adults over the years. These young people have come from 45 states and five foreign countries. The majority of our residents have come from Christian homes: the children of Missionaries, Pastors, Christian Schoolteachers and Deacons. Sadly, somewhere along the journey of their lives they were derailed from the path God would have them take. The reason each resident has been sent here varies widely: from drugs, alcohol and sexual sins to anger, rebellion and violence; each one has come with a unique story and need. It is my desire that during your stay with us you will be able to tell your story and be heard. I also desire that every need of your heart be met in this place. There is hope! God can truly do a miraculous work in your life if you will let Him. Our purpose is to see you set free and that you live in liberty for the Lord Jesus Christ.

For Setting the Captives Free,
Marvin E. Smith, III, Pastor

How does the program of the ACTC work?

Please carefully read the following information. We follow this six-step approach to helping gain victory in a young person's life:

1. **Foundation-** every builder knows that a house cannot stand without a proper foundation. The same is true in life: every person needs to lay the right foundation. The Bible says in 1 Corinthians 3:11; "For other foundation can no man lay than that is laid, which is Jesus Christ." Without Jesus Christ as the foundation for your life, you will never have stability and success. The only way to have Jesus Christ as your foundation is to trust Him as your Saviour. When you do this, your sins are forgiven and Jesus becomes the "anchor" or foundation that will bring stability and success. Have you ever trusted Jesus as your Saviour? If not, then find a counselor right now and ask them to show you from the Bible how to trust Jesus as your Saviour by asking him into your heart. Once you have laid the right foundation, Jesus Christ, you can go on to the next stage of your training.
2. **Finding the hurt-** chances are you were sent here because of some behavior problems. Anger, profanity, immorality and other improper behavior have manifested themselves in your life and have caused you and your parents to seek our help. Imagine that the "bad" behavior in your life is like "bad" fruit on a tree. The reason the fruit is "bad" is the root under the ground. The reason you have these "bad" behavior patterns is because of the "root of bitterness" (Hebrews 12: 15) under the surface inside your heart. If you will allow God to expose the "root of bitterness" it will lead to helping you learn the next stage in your Christian growth while you are here.
3. **Forgiveness-** learning how to forgive is perhaps one of the most difficult things to do in the Christian life. Many people talk a lot about forgiving the people who have hurt them, but in reality, they are still emotionally imprisoned by the memory of what has been done to them. This is called "head forgiveness". However, the Bible tells us that "head forgiveness" does not bring healing, instead, a person must forgive from the heart (Matthew 18: 32- 35). Through prayer and counseling, if you are willing, God can help you forgive, from the heart, the people who have offended you and hurt you. By forgiving the guilty party, you can then experience the next stage of the Christian life.
4. **Freedom-** by releasing the offenders in your life, you really set yourself free from the emotional bondage that led to the spiritual failures that led you to seek help. Once you are free from these emotional tormentors, you will find great liberty to pursue the next stage of your training.
5. **Following Christ-** scripture makes it clear that we are to deny ourselves, take up our cross and follow the Lord Jesus. Without the life of the Holy Spirit, Who came to live in your spirit on the day you got saved, being lived through you, you will never experience the joy of following the Lord. Through counseling, we will help you learn how to present your body as a vessel through which the Holy Spirit can live His life and enable you to follow the Lord Jesus Christ. As you follow the Lord, you will find a source of strength that will empower you to focus on the final stage of your training here.
6. **Focus on character training-** Once you take care of the "bad" fruit we talked about in stage two, then the life of the Lord Jesus can begin to live through you because you are learning to follow Him. You will find that the body of flesh that used to hate the things of God, will more easily submit to righteous standards. Reading your Bible, prayer, maintaining a schedule and being kind to others is much easier when you have allowed the six stages of the Anchor Character Training Center to have full completion in your life.

Pastor's Reference Form

Dear Pastor,

The Anchor Character Training Center is a home for troubled teens. One of our requirements for considering this young person for admission is your willingness to be personally involved with this family, during this transition their life. We require that parents/guardians attend a Bible believing Church that agrees with our statement of faith, as briefly described below, and that they be regularly involved in weekly services. We ask that you **monitor** church attendance and **counsel** with the family at least once a month. In addition, we ask that the Pastor/Youth Pastor take the time, at least once each month, to call the resident and encourage him/her while at the Training Center. This may seem like a great deal for you to do, but it is a small investment in the future of this young person. If the parents stop attending your church, or if you have helpful information that comes to the surface through your counseling that may give us insight into our dealings with the young person, we ask that you call the Director of the Training Center. **Note:** The pastor is the only one who can call this young person as many times as he wishes, after 30 days.

Because of Grace,
Director, Pastor Marvin E. Smith, III

Applicant's Name: _____
Pastor's Name: _____ Contact # _____
Church Name: _____ Phone # _____
Address: _____ E-Mail: _____

How long have you known this person? _____ Years _____ Months.

How often does this person attend church: SS ☐ AM ☐ PM ☐ Mid-week ☐ Weekly ☐ Monthly ☐ Other ☐

Does this person give a clear testimony with evidence of being born again? Yes ☐ No ☐

Have you ever counseled with this person? Yes ☐ No ☐ How many sessions? _____

In your opinion is this applicant teachable? Yes ☐ No ☐

What is your brief evaluation of the applicant's problem? _____

Are the applicant's family members faithful to church? Yes ☐ No ☐ Unknown ☐

Any additional comments? _____

Our Statement of Faith

The Bible is the inspired Word of God, and it is the final authority for our lives. The King James Bible is the preserved and inspired Word of God for the English-speaking people of the world. There is one God and only one, who is self-existent, eternal, and infinite in every way. God is manifest in three persons: the Father, the Son, and the Holy Ghost. God has created everything that exists. We believe in the literal account of the Genesis Creation. Adam's disobedience in eating the fruit of the tree of knowledge of good and evil brought death upon all men. As a result, we are sinners by nature. Jesus Christ the Son of God was born of a virgin and was and is completely without sin. He came into the world to save man from the guilt and condemnation of sin and to destroy the works of Satan. He has done this through His blood for all who will exercise faith in the finished work of Calvary. Repentance is necessary for one to come to Christ. As a result of salvation, one receives forgiveness of sins and a home in heaven. The person of the Holy Spirit comes to dwell within, and salvation is secure and cannot be lost, taken away, nor forfeited. We are saved by God and kept by God. The ordinances of the Church are Baptism and the Lord's Supper. The account of the Virgin birth of Jesus Christ is true. The literal death, burial, resurrection, and the second coming of Jesus Christ are true. There is eternal Heaven and Hell as described in the Word of God. We believe in the pre-millennial coming of Christ. The local church is made up of saved, baptized believers that assemble as the Body of Christ.

By signing below, you are stating that you agree with the above statement of faith and commit to regularly counsel with the parents and stay in close contact with the resident.

Pastor's Signature: _____ Date: _____

If you do **not agree** to the above statement of faith and aren't willing to be personally involved in the life of this family, this application may be denied. Mail this Form to: **A.C.T.C. 1940 225th Street Fort Dodge IA 50501** OR email to: 4actcsecretary@gmail.com

~ Pastor, please make a copy of this form for your records. ~

Pastor's Reference Form (Continued)

Pastor,

*Thank you for entrusting us to help one of the families from your congregation. We want to be thorough so that the parent and teenager understand the rules and procedures of the Anchor Character Training Center. This will assure us that all parties involved are on the same page and everybody is working in the same direction. **Please sign and date the following statements when finished interviewing with the family.***

Our ultimate goal is for the teenager to go back home at the end of their program, having attained a walk with the Lord and a willingness to allow the Lord to be a blessing through him/her toward those in his/her life. Thank you for taking this extra time to help the family and the teenager prepare for the next year of their lives. Please sign below:

I, (Pastor/Youth Pastor), _____ have read the enclosed application with, (Parents/Guardians), _____ and (Teenager), _____. Together we have covered the given information and I know that all the parties involved understand the procedures and rules of the Anchor Character Training Center.

By signing below, the Pastor/Youth Pastor, is stating that he has thoroughly read, explained and understood the rules and policies stated within this application concerning the Anchor Character Training Center.

(Pastor/Youth Pastor)

Date

By signing below, the parents/guardians of the teenager being considered for approval are stating they have thoroughly read and understand the rules, including the financial obligations and are agreeing to confer upon the leadership of the Harvest Baptist Church and the Anchor Character Training Center, the spiritual authority, to counsel and pray for their teenager in the event he/she is accepted.

_____ Father/Guardian _____ Date

_____ Mother/Guardian _____ Date

By signing below, the teenager being considered for enrollment at the ACTC is stating that he/she has read and understands the rules and policies of the Anchor Character Training Center. He/she is also agreeing that he/she will submit to the authority of the Harvest Baptist Church and the ACTC.

_____ Teenager _____ Date

Financial Responsibilities

The entrance fee of \$2,100 is due at the Start-Up meeting. This fee includes the first months support. There is a \$3.00 charge with credit/debit card transactions. This can be done through the Church Office: (515) 955-5270. Traveling expenses, hotels and meals are the sole responsibility of the parent(s)/guardian(s).

While your teen resides in the program, all meals, transportation, housing and schooling are all covered by the initial entrance fee and also by the tithes and offerings of the Harvest Baptist Church. However, there are usually unforeseen financial needs that arise. These financial needs are the responsibility of the parents/guardians.

1. **Parents/Guardians are expected to send \$100.00 to the Anchor Home every month for your teen.** This is for the Residents personal and maintenance needs. *(Additional 3.00 charge if you use your credit/debit card.)*
2. Leaving the property/program early may *forfeit* personal account balances, (up to \$200.00) and may also forfeit any unfinished educational material, at the Dean/Director discretion.
3. The start-up costs will go up consecutively \$500.00 every year of admittance in the program.
4. If a resident leaves and or has to be removed prematurely from the program, all personal items that need to be mailed will have a \$25.00 handling fee paid in advance that is to be paid within the first 30 days after leaving our program. The Home is not responsible for items left behind at time of exit, but will try to help return as much as possible, provided you act immediately after a premature departure.
5. There is a youth camp fee during the month of August. Price varies from year to year. You will be notified in late June before camp and payment will be expected to be received 30 days prior to camp.
6. Conferences may be deemed suitable and helpful for spiritual growth. You will be notified if there is an additional expense.
7. If your teen will graduate High School while in the ACTC there may be an additional fee for Iowa history paces, which is a requirement for graduation in the State of Iowa. *If this is necessary, you will be contacted. There is a fee for the graduation ceremony.*

Financial Gifts

The ACTC is funded almost entirely through the tithes and offerings of the Harvest Baptist Church, we ask that your family and your church family prayerfully consider supporting the ACTC through your missions program. Your financial gift can be a huge blessing and help offset the costs of this enormous ministry.

All correspondence, care packages and monthly support should be mailed to: *Harvest Baptist Church, c/o ACTC Director, 614 2nd Ave. S., Fort Dodge, IA, 50501.* Monthly support should be sent in a separate envelope. If this money goes to your young person's monthly account, please state that. Please, clearly state in the memo of the check where you want your money to be placed. If you are sending a check/love offering then this should be written to: Harvest Baptist Church. *Always attach a letter to your check. You should write a clear explanation of where you want your money to go.*

We, (the parent/guardian) _____, understand the financial obligation for (our teenager) _____ to be in the anchor Character Training Center. We, the parents/guardians, fully support the staff with the ability to make wise decisions on how our teenager should spend the money in his/her account. We, the parents, also understand the total financial obligation that it will cost for our teenager to be in the Anchor Character Training Center for a year. We will pay the necessary funds throughout the year to support our teenager's needs and activities at the Anchor Character Training Center.

Parent(s)/Guardian(s) _____ Date _____

Application & Personal Information

THIS IS A CONFIDENTIAL PERMANENT RECORD. Please answer accurately and legibly. This record will be essential for working with each individual. If a question is not applicable, please use N/A for response. If answers require an explanation, please use another sheet of paper. It would be very wise for the parent and teen to go through this application and all included paperwork together. This ensures that no one is surprised or misled. **(The answers should come directly from the teenager where applicable.)**

FULL NAME APPLICANT: _____

ADDRESS: _____

Street/ Box # _____ City _____ State _____ Zip Code _____
TELEPHONE NO.: () _____ SOCIAL SECURITY NO.: _____

SEX: _____ DOB: _____ AGE: _____ HEIGHT: _____ WEIGHT: _____ HAIR: _____ EYES: _____

WHY ARE YOU SEEKING HELP FROM THE ANCHOR HOME? Alcohol: _____ Anger: _____ Drugs: _____ Fighting: _____ Gangs: _____

Pornography: _____ Rebellion: _____ Run Away: _____ School Problems: _____ Sexual: _____ Smoking: _____ Stealing: _____ Trouble with

Law: _____ Pregnant: _____ Other: _____

Have you ever been incarcerated? _____

Length of time? _____ Where? _____

Why were you incarcerated? _____

Are you currently on parole or probation? _____ When will you be off probation? _____

Probation Officer _____ Phone _____

Are you currently listed on a "sex- offender" registry in any State? _____

(If yes, then we will not be able to accept your teen into the Anchor Character Training Center due to legalities.)

Are you either naturally born in one of the fifty States or do have current and valid proof of legal residency status within the U.S.?

Yes _____ No _____ (documentation is required)

What is your personal assessment of the problem? _____

How did you hear about the Anchor Character Training Center? _____

MENTAL

It is vitally important that the following questions be answered in detail. If there is not enough space available, please answer on another sheet of paper and attach it to this page.

Have you ever been under any psychiatric care? _____

Doctor's name _____ Complete Address _____

Please state the reason and diagnosis of psychiatric care. _____

Have you ever been admitted to a mental hospital/ward? Yes _____ No _____ Date if yes: _____

Name of Hospital/Ward: _____ Complete Address: _____

List and explain any physical or mental handicaps: _____

*Any medical or dental problems that you may have at the present time should be taken care of before entering Anchor Home. We recommend that you have a complete physical examination prior to admission. We will not take anyone to the doctor without your permission. You will be given a call first unless it is an emergency.

EDUCATION *(If your teen has been home-schooled, all records must be updated and sent before arrival.)*

Last Grade Completed: _____ Grade Currently Enrolled in _____

School Name: _____ Address: _____

Phone: _____ School Fax # _____

~~~ **NOTE: All records must arrive before resident comes to the home.** ~~~

\*\*\* Anchor Character Training Center is not a remedial school. We also are not government funded. We use the A.C.E. curriculum, which is self- paced and provides the student with first class education presenting-the student with the opportunity to excel quickly. It is entirely up to the student to determine his level of academic success while enrolled in the ACTC. After entrance into the Training Center he/she will be given a diagnostic test determining what grade level he/she will be placed in. Our ultimate goal with your teen is character building. School is one of the many tools we will use to reach this goal. We will labor diligently with your teen to help him/her excel, however, we cannot guarantee that he/she will be transferred into his/her grade level upon completion. Transcripts will be transferred to new school upon request.\*\*\***The A.C.T.C. is not funded by any government educational facility; therefore we are not state accredited. We operate under the authority of the Harvest Baptist Church of Fort Dodge, IA. When the resident completes the program they will be provided with the number of credits attained during their stay.**

**I understand that the A.C.T.C. is not state accredited, and by signing below I am saying that I understand the educational structure of Anchor Character Training Center:**

Parent(s)/Guardian(s) \_\_\_\_\_ Date \_\_\_\_\_

# Medical Information

☐ Any serious injuries      ☐ Hay Fever      ☐ Other non-drug allergies      ☐ Tonsillectomy  
☐ Appendectomy      ☐ Heart problems:      ☐ Other past surgeries      ☐ Tuberculosis  
☐ Aspirin allergies      ☐ Ovarian cyst      ☐ Wearing a "medical alert" ID      ☐ Asthma  
☐ Hepatitis      ☐ Penicillin allergies      ☐ Back Problems      ☐ High blood pressure  
☐ Peptic ulcer disease      ☐ Bladder kidney problems (Specify): \_\_\_\_\_ ☐ Hypoglycemia  
☐ PID (Pelvic inflammatory Disease)      **Date of last Tetanus (shot or booster)** \_\_\_\_\_ ☐ Immunizations:  
☐ Hysterectomy Disease      ☐ Bronchitis      ☐ Measles      ☐ Pneumonia  
☐ Cancer      ☐ Polio      ☐ DPT or DT  
☐ Cataracts      ☐ Rheumatic Fever      ☐ Hepatitis      ☐ Chicken Pox  
☐ Meningitis      ☐ Rubella      ☐ Measles/Mumps      ☐ Chronic ear infections  
☐ Menstrual abnormalities      ☐ Scarlet Fever      ☐ Rubella      ☐ Coma  
☐ Seizures      ☐ Polio      ☐ Corrective lenses or contacts      ☐ Mumps  
☐ Special dental problems      ☐ Muscular Dystrophy (specify) \_\_\_\_\_ ☐ Diabetes  
☐ Other drug allergies: \_\_\_\_\_ ☐ Staph infections  
☐ STD (venereal disease)      ☐ Food allergies      ☐ Strep Throat  
☐ Gallstones      ☐ Endometriosis  
☐ Other medications: \_\_\_\_\_

Medications for any the above: Yes / No (circle one) If yes, list: and see page 6

Insurance Provider (enclose a copy of card): \_\_\_\_\_ Policy Number: \_\_\_\_\_  
Phone # \_\_\_\_\_

Insurance Company address: \_\_\_\_\_

*Out of State Medicaid cannot be transferred to the State of Iowa for regular office visits. If you are not insured please release a statement to us signifying you will be responsible for all medical expenses your child may incur.*

## Parent(s) / Guardian(s) Questions

Mothers complete name \_\_\_\_\_ Age \_\_\_\_\_ DOB \_\_\_\_\_ SS# \_\_\_\_\_

Fathers complete name \_\_\_\_\_ Age \_\_\_\_\_ DOB \_\_\_\_\_ SS# \_\_\_\_\_

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

Fathers Cell # \_\_\_\_\_ Mothers Cell # \_\_\_\_\_ Home # \_\_\_\_\_

Please state the names and ages of other family members living in your home starting with the oldest.

1. NAME \_\_\_\_\_ AGE: \_\_\_\_\_ 4. NAME \_\_\_\_\_ AGE: \_\_\_\_\_

2. NAME \_\_\_\_\_ AGE: \_\_\_\_\_ 5. NAME \_\_\_\_\_ AGE: \_\_\_\_\_

3. NAME \_\_\_\_\_ AGE: \_\_\_\_\_ 6. NAME \_\_\_\_\_ AGE: \_\_\_\_\_

Father's Employer: \_\_\_\_\_ Mother's Employer: \_\_\_\_\_

Father's Work # \_\_\_\_\_ Mothers Work # \_\_\_\_\_

Are Applicants Parent's married? \_\_\_\_\_ Are Applicants Parents living together? \_\_\_\_\_

If no, then please attach documentation proving legal guardianship.

Is the applicant adopted? \_\_\_\_\_ If yes, how old was he/she when adopted? \_\_\_\_\_

## Parent/Guardian Permission Medical/Education/Disciplinary

We, \_\_\_\_\_ the parents/guardians of \_\_\_\_\_ hereby authorize the leadership of the Anchor Character Training Center (1940 225<sup>th</sup> Street, Fort Dodge, Iowa 50501, 515-955-5270 or 515-955-3074) to act as our representatives in all medical, educational, or disciplinary action that they deem necessary for the above named providing acceptance into the ACTC as a resident. We also confer upon, and share with the leadership of the ACTC, our spiritual authority to counsel and pray for our teenager. We release the ACTC from all liability involving medical, educational, or disciplinary attention that our young person receives during their involvement in the ACTC program.

\_\_\_\_\_  
Signature of Father/Guardian

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Mother/Guardian

\_\_\_\_\_  
Date



# ADMISSION INTO THE PROGRAM

## Steps to Admission

1. Completely fill out the enclosed Application and Personal Information form.
2. Provide the results of a blood test.
3. Agree to the Anchor Character Training Center guidelines.
4. Come visit our ministry for a Friday, Saturday and Sunday morning service, in order to make a final determination of your enrollment eligibility. This meeting does not ensure your enrollment, but it is the final step in the admission procedure. *Rare exceptions are at the discretion of the Director.*
5. If approved for enrollment, you will be enter into the Anchor Home after the Sunday morning service.

## The following is a list of standards that all individuals must agree to prior to admission:

1. We use only the King James Bible.
2. Residents agree to stay for twelve months:
  - a) *Rare exceptions are at the discretion of the Director.*
  - b) If you leave the property without permission, one month may be added to the completion of graduation.
  - c) If you leave the property and are gone for more than six hours, you may be expelled from the ACTC and will be required to wait 12 months before re-entry, as long as you are not over seventeen years of age.
3. If a resident leaves and or has to be removed prematurely from the program, all items left behind are not the responsibility of the Anchor Home and may have a handling fee paid required in advance. This responsibility must be cared for within the first 30 days from the time of exit. Any outstanding financial obligations must be met prior to items being returned.
4. **Residents are not permitted to go home or leave for holidays that will occur during the ACTC program stay.**
5. Absolutely **NO tobacco, drugs, or alcoholic beverages, or pornographic material** of any kind will be permitted in the ACTC. Dismissal from the program may result if this is violated.
6. Residents must attend every church/chapel service, including all Bible study and prayer meetings, this includes while the resident is on weekend visits.
7. Close association with members of opposite gender in any manner is **prohibited**. "Close" is what the staff deems "close". **Prolonged looking at the opposite gender or "flirting" with the opposite gender is forbidden.**
8. All resident money must be turned into the office to be kept in your personal financial account. You may not have cash, credit cards, or a check book in your possession.
9. There will be a search of belongings and persons upon arrival. Unannounced searches will be conducted throughout the period of your stay. Anything deemed unacceptable will be confiscated and your parents and pastor will be contacted.

## **APPEARANCE & DRESS CODE- this section applies to both genders**

The dress standards of Anchor Character Training Center are based on three Biblical principles for clothing.  
I Timothy 2:9-10; Isaiah 47:1-3

1. **Protection:** Appropriate clothing is designed to protect people from the elements of the weather.
2. **Modesty:** Clothing should be modest and should not draw attention to the private parts of the body. *Clothing should not be fancy, but should be neat, clean. Dress as such should not detract from study or from one's Christian testimony. Clothing should not attract the eyes of the opposite gender to private parts of your body.*
3. **Identification:** For instance, uniforms identify that a person is a policeman, soldier, etc. Clothing also identifies whether a person is a male or female. (Deuteronomy 22:5; I Peter 3:4-5; Isaiah 3:16-24) Sloppy dress and appearance can be promote sloppy attitudes. Wherever we go and whatever we do, our appearance should reflect that we are ambassadors for the Lord Jesus Christ; therefore, we require each resident to maintain an appearance that is conducive to good work habits and a good Christian atmosphere.

Appearance effects both attitudes and conduct. When clothing becomes questionable, it will not be allowed.

***The Dean and/or Director make the final determination for ALL residents.***

PLEASE EXERCISE CAUTION CONCERNING WHAT ITEMS ARE SENT/BROUGHT.  
NAME BRAND ITEMS CAN BE A TARGET OF THEIVES.

# Resident Guidelines For Teen Girls

## (At time of enrollment and program duration)

All items are subject to staff approval.

1. No electronic devices of any kind are permitted.
2. Over- sized, baggy or “faddish” clothing will not be allowed.
3. No platform shoes or heels over two inches high. All shoes are to be a “closed toe” shoe, with a back or strap across the heel.
4. Backless sandals, are allowed. Shoes must not be faddish.
5. Socks or nylon’s are required at all times.
6. No sleeveless shirts or blouses. Necklines may not be lower than a two-finger width below the collarbone. All buttons must be buttoned except for the top button, or staff’s discretion.
7. Blouses, Sweaters, or shirts that are worn un-tucked must not reveal any skin or under garments when the arm is extended above the head or when bending down.
8. Tight/snug fitting and see through blouses are not permitted.
9. The sleeves of a blouse may not expose more than 1/2 of the arm by mid bicep. Long sleeves may not extend past the wrist. No “fad” clothing.
10. No jeans, pants, or slacks.
11. No slits above the knee.
12. Dress and skirt hemlines must be 2” below knee when standing and cover the knee when seated. Eyes should not be drawn to the other areas of the body.
13. Denim skirts, jumpers, and dresses may be worn for non-church activities. They must look feminine, not faded or frayed.
14. No rings may be worn on thumbs or toes.
15. Push-up bras and/or sensual undergarments are not allowed.
16. Do not bring bikini, thong, or high cut underwear. Briefs are the only approved underwear.
17. Pajamas and shorts are not allowed for sleeping. Night gowns to the knee (or longer) or T- shirts & culottes are approved.
18. No body piercings other than in the ear lobe. Ears may only have up to 2 earrings in the lobe of each ear.
19. No more than two rings are permitted to be worn on each hand.
20. Make-up is allowed after the age of 14, WITH parental permission and after the first 30 days are up.
21. Only natural colors may be worn on lips and nails. (Only Light pinks or very pale shades of red.) All make-up is subject to staff approval.
22. Eye liner is not permitted. Only natural/light shades of eye shadow is allowed. No shimmer/glitter.
23. No clothing with worldly advertisements/writing.
24. Only under shirts that look like a tank top w/wide straps. NO spaghetti strap and or ribbed under-shirts. Not muscle shirts.
25. Do not bring reading material. We will issue reading material to residents.
26. Permitted pictures are ONLY of family members such as parents, brothers, sisters, and grandparents.
27. No CDs are permitted at any time.

### **General Items Needed- Please bring: (Subject to Dean’s approval)**

Each individual should have a **minimum** of at least:

1. Minimum of 4 towels, 4 washcloths, 2 sets of twin sheets, 2 pillowcases, 2 blankets, and a pillow. Comforter and/or bedspread.
2. Four dresses, four skirts, and four blouses for church services. Approximately 24 hangers for clothing.
3. Culottes (subject to approval), skirts, and dresses for working. (2” below the knee)
4. 3 Pair of washable tennis shoes.
5. A Dress coat/jacket and a play coat, snow boots, scarf, hat and gloves.
6. Shower shoes/ flip-flops are required for showers.
7. Alarm clock (with no radio), iron, standing ironing board, box fan or oscillating fan, large 18-gallon storage tote with lid.
8. During summer months we rely on window AC units. You may bring a window unit, or give toward the purchase of one. (Not required)
9. Overnight bag, laundry soap, hangers, 18 gallon plastic tote w/lid, shampoo, body wash, razors, shaving cream, deodorant, toothbrush & toothpaste.
10. Mechanical Pencils, Pencil lead refills, blue pens, ten (2) one subject notebooks, and a KJV Bible are needed.

**(Your teen will be taken off all mental & psychotropic drugs upon entry.)**

# Resident Guidelines For Teen Boys

(At time of enrollment and program duration)

All items are subject to staff approval.

1. No electronic devices of any kind are permitted.
2. Baggy jeans, pants, or “faddish” clothing at any time will not be allowed.
3. No necklaces, bracelets or earrings.
4. Watches may be worn.
5. All residents are required to wear a collared dress shirt with a **coordinating** tie to school, and all church-related activities. (Plaid shirts and striped ties do not coordinate.)
6. Ties may not display worldly advertisements, sports or slogans. Western string ties are not allowed.
7. Collared Shirts must be tucked in at all times. Shirt sleeves stay rolled down in all services.
8. Shirts or sweater sleeves may not extend past the wrist.
9. All pants are required to have belt loops and fit at the waist. Belts must be worn at all times and kept in the belt loops.
10. Residents are allowed to wear sneakers for workdays and activities.
11. Swimming trunks- **must be** at least knee length.
12. No reading material is permitted. We issue reading material to residents.
13. Permitted pictures are ONLY of family members such as parents, brothers, sisters, and grandparent.
14. No CDs are permitted.
15. Hair must be kept off the collar and ears, and must be tapered in the back before arrival into the home.
16. Sideburns must not extend past the middle of the ear.
17. The “wet look” is not permitted.
18. No facial hair is permitted.

## General Items Needed- Please bring: (Subject to Dean’s approval)

Each individual should have a **minimum** of at least:

1. Eight pair of dress pants, eight dress shirts, and six ties, and one pair of brown and black dress shoes/boots (Western boots are acceptable), two belts, shoe polishing kit (brush/cloth and polish). Approximately 24 hangers for shirts and pants. Dress pants, shirts, belts, and ties are required at: all church/special services, Saturday visitation and other activities.
2. Two suit coats and winter jacket/coat.
3. Five pairs of blue jeans, five work shirts (can be t-shirts) one pair of work shoes/boots, and three pairs of washable tennis shoes.
4. Shower shoes/ flip-flops are required for showers.
5. Eight pair of dark colored socks, five pair of white socks.
6. Twelve briefs/boxers, ten undershirts (white) - no muscle or tank top style.
7. Two sets of pajamas- can be knee length shorts.
8. Minimum of 4 towels, 4 washcloths, 2 sets of twin sheets, 2 pillowcases, 2 blankets, and a pillow. Comforter and/or bedspread.
9. Alarm clock (with no radio), iron, standing ironing board, box fan or oscillating fan, large 18-gallon storage tote with lid.
10. During summer months we rely on window AC units. You may bring a window unit, or give toward the purchase of one. (Not required)
11. Overnight bag, laundry soap, hangers, 18 gallon plastic tote w/lid, shampoo, body wash, razors, shaving cream, deodorant, toothbrush & toothpaste.
12. Mechanical Pencils, Pencil lead refills, blue pens, ten (2) one subject notebooks, and a KJV Bible are needed.

**(Your teen will be taken off all mental & psychotropic drugs upon entry.)**

## COMMUNICATION

### A. Telephone Calls

We understand that “home sickness” can defeat our residents early in their stay here at the ACTC; therefore, we do permit **one 3 minute phone call** within the first three days of their teen’s residency. After the first three days has expired, the parents will not be allowed to speak to their child until after the first thirty days. After *thirty* days, individuals will be permitted two calls per month. Teen residents are not allowed to call home unless permission given by Dean’s or ACTC Director. Each year a resident stays in the program, two additional phone calls per month will be permitted. Phone calls are limited to *fifteen* minutes and must be made in the office with a staff present. At times we may require a staff to listen on our speakerphone. All calls have to be made by the parents. Parents may call to talk with staff at any time. Pastors may call to talk to residents at any time except during the resident’s first month of mentorship. During mentorship the Pastor may call the Director or Dean for information regarding their church member that is now a resident. Parents can call between 8:00 a.m. and 4:30 p.m. Tuesday thru Friday. *NOTE: No calls after 12:00 PM on Monday & Thursday.* Do not call during meal times. (Meal times: 6:45am, 12:30pm, 4:45pm). No phone calls during chapel time. (Chapel times: Wed. 8:00am – 9:10am)

### B. Correspondence

Residents of the ACTC program may not receive correspondence from anyone other than their pastor/church and immediate family members. Mail from relatives must be sent to the residents via their parents or legal guardian. The ACTC staff will read all incoming and outgoing letters of residents. If a letter contains any profanity, off-color language, or anything that the staff feels may damage the success of the Lord working in the life of the individual, it will NOT be forwarded to that person. All packages will be checked for restricted items. Residents are not permitted to have money, stamps, or phone cards in their possession.

### C. Personal Visits

After 30 days: A resident may have a visit once a month only if it is approved first. These visit take place Mon. – Fri. after 12pm. All residents are required to be in school from 8am – noon each day, no exceptions. You must make arrangements for visits two weeks in advance. You will need to fill out a Visiting Form and send it in for approval 2 weeks prior to the visit. **Once your teen is eligible for his/her first visit, we believe it to be more beneficial for your teen if only the immediate guardian/parent come. If you wish to bring additional family members please seek the approval of your child’s dean and follow the counsel you are given.** A normal visit would include 3 days and 2 nights. During the Holidays and special occasions, the Director must approve a longer visit, if one is desired. Second year resident’s may be allowed more than one visit per month. If resident has high demerits or is on restriction, then they will not be allowed to leave the ACTC campus. Also, a resident that is defiant before parents arrive will not be allowed to leave the campus. Please note: Visits are subject to approval by your Dean and are based on the continual progress of the resident. Request forms must be filled out fourteen days in advance and approved by your Dean. In the case of emergencies or a change of dates, contact the Dean. When taking your teen for visits you must stay in a hotel within the Fort Dodge city limits. **Overnight stays in homes are strictly prohibited.** This policy applies to residents in the Fort Dodge area as well: Parents must stay in a hotel for overnight visits.

## HEALTH

Major dental and/or personal health care needs should be completed prior to the individual’s stay. We are not able to provide **medical care** at the ACTC. Usually your family’s insurance health plan will be accepted at the local medical facilities here at Fort Dodge; however, it would be important to confirm this prior to arrival. Although residents should have money to buy personal health items, we will assist with basic cold and flu items, aspirin, etc. as our finances permit. Parents will be required to call and make arrangements for all doctors’ visits.

# What to expect the 1<sup>st</sup> Year Program Goals

## 1. Novice

Memorize and recite Romans 6: 1-7  
Attend EVERY church/chapel service  
Participate in All Bible-study programs  
Participate in work program  
Watch ten character videos and fill out review on each one.  
Read Philippians and Colossians and write a report on each chapter.  
Read “The Hole of No Hope” and summarize on a sheet of paper  
Complete Discipleship books, read and answer.  
Complete daily devotional book

## 2. Disciple

Memorize Romans 6:8-23  
Memorize and recite Scripture on God’s Love, Obedience, and Loving God  
Attend EVERY church/chapel service  
Participate in ALL Bible-study programs.

## 3. Crusader

Memorize and recite Psalm 1, James 1:1-27  
Attend EVERY church/chapel service  
Participate in ALL Bible-study programs

## 4. Victor

Memorize and recite verses for Ten Scriptural Convictions  
Attend EVERY church/chapel service  
Participate in ALL Bible-study program  
Be active in soul winning program of ACTC

# Weekly Program Schedule

## Sunday

Sunday is our rest day

Sunday school for Residents 9:45 AM – 10:45 AM.

Church 10:45 AM – 12:30 PM.

Teen Choir @ 6:00 p.m.

Sunday Evening Service 7:00 PM

Teen Boys Laundry.

**No PHONE CALLS on Sunday. Possible exceptions: holidays and birthdays (subject to approval).**

## Monday

Monday is our chore day.

Boys do extra chores. Girls do extra chores and laundry.

Chapel 6:00 PM

Monday evening is generally a fun night. This privilege may be taken away if the previous weeks discipline problems warrant such action (discretion of Deans and Director).

**Phone calls only till noon.**

## Tuesday - Friday

Lunch is served at 12:10 p.m.

Bible class is at 8:15 am.-9:00 a.m. Tuesday, Thursday and Friday.

Chapel with High School and college is Wed. 8:30 a.m. – 9:30 a.m.

**Phone calls between 9:30 a.m. and 4:45 p.m. (except during chapel and other scheduled programs.)**

Tuesday evening – classes from 6:30 p.m. to 8:30 p.m.

Wednesday evening – classes from 6:30 p.m. to 8:30 p.m.

Thursday evening – 4:00 p.m. – 5:30 p.m. Teen Visitation

Thursday evening – church services at 7:00 p.m.

Friday evening - resident activities

Saturday – Work day for Residents

Residents leave at 8:30 AM to clean church building

Return at 11:30 AM

No Phone calls on Saturday.

All residents attend the Saturday evening prayer meeting at the church. No exceptions.

# Memorization Principles and Procedures

We believe the solutions to ALL of mankind's problems are found in the Word of God (Bible). A tried and proven method of spiritual enlightenment is in memorization, meditation, and application of the Scriptures.

## MEMORIZATION

- i. Memorize the passage and ask the Holy Spirit to teach you the meaning.
- ii. After memorizing your assigned passage, recite it to your leader.  
NOTE: IT MUST BE WORD PERFECT.
- iii. Within 24 hours of reciting the Scripture, write a one-page report giving your understanding of what the verses mean to you and how you are going to apply them to your personal life.

REVIEW THE SCRIPTURE you have memorized every day for at least 30 days.

## MEDITATION

- iv. During the day, think on the Scripture you have memorized. This is meditation on the Word with the intent of applying it to your life.

## APPLICATION

- v. We encourage you to establish good habits of memorization, meditation, and application of God's Word for when you leave the ACTC. APPLY the Scripture(s) you have memorized and meditated on when opportunity presents itself.
- vi. Psalms 19:11 says, "Thy Word have I hid in my heart, that I might not sin against thee."  
We recommend that at least one hour a day be devoted to Bible memorization.

# Graduation & Termination

Upon satisfactory completing the designated ACTC program, a resident will graduate in a special church service.

1) These graduation services are held on Sunday evening for all our staff and church members to see. Parents are all encouraged to be at the program.

2) If a Resident leaves prior to the agreed time, they will not graduate. Instead, the residency will be considered terminated. In this event we will not accept responsibility for clothing or personal items that remain in our possession; in addition, all money in the resident's account will be considered as a gift to the ACTC.

3) Leaving the ACTC and church property without permission, smoking, drinking, or use of drugs will also cause **all paces to become the property and considered a gift to the ACTC.**

4) The ACTC will not be responsible to pay for resident's transportation home. If the resident refuses to remain in the program or is asked to leave, resident must leave the facility as soon as possible at parent's expense.

# Rules & Discipline

1. No electronic devices of any kind.
2. Foul language
3. Talking about the “old-times”
4. Griping or complaining
5. Back-talking anyone in authority for any reason
6. Talking of leaving the ACTC except with a staff member
7. Reading material of any kind except for a King James Bible and what the staff at the ACTC provides.
8. Prolonged eye contact with any member of the opposite gender.
9. Male residents wearing jeans to church.
10. **Sunglasses** unless prescribed by a doctor, or for outside job and sports when needed.
11. Sleeveless shirts/blouses.
12. Coffee makers in rooms.
13. Matches, lighters, or candles (use room deodorizers).
14. Regular playing cards.
15. Knives or weapons of any kind on the premises including B.B. guns and other guns.

## The following practices are enforced:

- 1) Each Teen Boy must have a regulation haircut (or shorter) and be clean-shaven.
- 2) Showers must be taken **DAILY**, no exceptions.
- 3) Each individual is responsible for his/her own personal hygiene items.
- 4) **Everyone is to address adults and leaders as Sir, Ma'am, Mr., Mrs., or Miss.**
- 5) Each individual or the individual's family/sponsor is responsible for his/her own medical and/or dental bills incurred while at the ACTC. All known medical/dental work needed should be completed prior to coming to the ACTC.
- 6) Dean will read all incoming and outgoing mail. They should not contain any foul, off-color, or negative language, statements or comments. This kind of mail will not be delivered to the resident. **All incoming mail, with the exception of pastors and court officials, should come through the parents. Any mail including Hollywood talk, pictures, or advertisements; or any language concerning worldly music or culture; or any video games; or any statements that could be deemed “critical” will not be given to the resident.**
- 7) After the first thirty days of a resident are up, Parents are allowed two, 15 minute calls per month if the resident has less than 11 demerits. This is the total number of calls that family members will be allowed. Second year residents are allowed four, 20 minute calls. The Pastor and Parents are the only people allowed to call the resident. Pastors and Parents may call the Director or Dean during the first 30 days to discuss the status of the resident. In some cases the pastor will be allowed to speak with the resident during the first 30 days. There will be exceptions for the occasional emergency.
- 8) In the event your teen fails a pace in his/her schooling, an additional pace will need to be purchased at the cost of \$4.00 per pace.
- 9) If a resident is caught stealing, then they will repay 7 fold to the person or replace the stolen item.

## Dormitory Rules

- 1) Keep your hands to yourself.
- 2) No running in dorm area or building.
- 3) No one is allowed in another resident's room and no resident may stand in the doorway of another resident's room.
- 4) No one is allowed in the kitchen without staff permission and presence.
- 5) Shorts are not to be worn outside of dorm area.
- 6) Shirt tails must be tucked in when leaving dorm floor.
- 7) **No food or drink is permitted in the dorm rooms except approved candy.**
- 8) No writing in church/chapel except for taking notes. This may be checked.
- 9) Any individual too sick to work must be confined to bed.
- 10) Since all mail has to be checked, letters will be limited to two pages.
- 11) Horseplay is not permitted in the ACTC at any time.
- 12) If you have a problem, go to the dorm leader or staff on duty.
- 13) Your suitcases will be kept in the attic.
- 14) Do not take or borrow any items that does not belong to you. If questionable, see a staff member.
- 15) Staff rooms-No one is to be in these quarters unless invited by the staff.



# Discipline at the Anchor Character Training Center

## Demerit Structure

The demerit system is used as a communication tool by helping keep residents and parents informed the daily progress/struggles within the Residents life here at the Home. This system aids in character building by exposing and correcting improper behavior. Demerits are accumulated for three months, which is one quarter. Although each resident begins a new quarter with a 60% reduction in demerits, administration may otherwise determine that a portion of those accumulated demerits be rolled over into the next quarter. This depends on repeated infractions and the general attitude of the resident. Increasing penalties are assigned when a resident accumulates higher levels of demerits. In addition to demerits, other types of discipline may be used as needed. If a resident does not respond to the penalties by changing behavior then the Director and Dean may choose to restart the resident's year.

11 Demerits – Loss of Privileges

21 Demerits – Restriction policy begins which includes approval from staff for all things.

The goal is to build character and teach the resident that there are consequences in life for our actions. The assigned deterrents are catalysts to help residents see that there needs to be changes made.

### Demerit Penalties

|       |                      |                  |                                                                |
|-------|----------------------|------------------|----------------------------------------------------------------|
| 0-10  | OK                   |                  |                                                                |
| 11-20 | Write Daily Proverb  | smaller portions | * loss of privileges (this will continue if demerits escalate) |
| 21-30 | Write Daily Proverbs | smaller portions | *Write Memorization                                            |
| 31-40 | Write Daily Proverbs | smaller portions | *Write Memorization All permission comes through staff.        |
| 41-50 | Write Daily Proverbs | smaller portions | *Write Memorization Stand on Free Time                         |
| 50+   | Write Daily Proverbs | smaller portions | *Write Memorization Stand on Free Time.+ Add one Month         |

**\*When you write your memorization you have to write a minimum of 23 verses.**

**When resident gets to 21 demerits they are not allowed to talk to other residents unless given permission by staff.**

**\*\* Please remember: All information in this packet is subject to change.**

**Please call if you have any questions.**

**\*\*\*Please be advised\*\*\***

**All counseling done at the ACTC will be documented.**

**All documentation will be held in confidentiality and filed in a secure manner.**

*I, \_\_\_\_\_ and we the parents of the aforementioned teen, understand  
the rules and policies as stated above.*

*Teenager's signature \_\_\_\_\_*

*Father's signature \_\_\_\_\_*

*Mother's signature \_\_\_\_\_*

# Teen Request for Admission to the ACTC

***(Parents: do not fill out this form. This form is for your teen to share his/her feelings with the Director)***

*Dear Teenager,*

*We are thrilled at your interest in the Anchor Character Training Center. It is our desire that you will allow us to help you in your Christian journey. Upon successful completion of your time with us, you will have gained a valuable knowledge and intimacy with the Lord Jesus Christ.*

*We ask that you take several minutes and give us a brief summary of why you are interested in coming into the ACTC program. Tell us what you hope to gain during your stay with us for the next twelve months. Keep in mind, program is purely voluntary. We only want you here if you want to be here. Please write legibly and do not use cursive. Sign at the bottom when you are done.*

*Because of Grace, Pastor Marvin E. Smith III*

This image shows a blank sheet of white paper with horizontal ruling lines. The lines are evenly spaced and extend across the width of the page. There are no margins, text, or other markings on the paper.

Teen's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

# RESIDENT ADMISSION CHECKLIST

Name of Resident: \_\_\_\_\_

Date \_\_\_\_\_

The following list **is mandatory and must** be in the file for each resident when sent to the ACTC. Please check off these items as you include them in the packet that you send back to us. Items not sent will hinder your application from being accepted. All items are mandatory and must be sent/ no later than two weeks prior to your enrollment date to be enrolled into the ACTC program.

- \_\_\_\_\_ Packet information. Sign pages 6, 7, 8, 17, 18, 19.
- \_\_\_\_\_ Copy of immunization records.
- \_\_\_\_\_ Tetanus shot must be dated on the medical sheet. **Date of Last Tetanus:** \_\_\_\_\_
- \_\_\_\_\_ Documentation of legal status of child.  
(Includes court orders or statements of custody and Guardianship.)
- \_\_\_\_\_ Current social history\*
- \_\_\_\_\_ Insurance cards. You must let us know if you have insurance.
- \_\_\_\_\_ Is Medicaid from out of state transferable to Iowa? Yes or No (Circle One)
- \_\_\_\_\_ Social security card. Send a clear copy of BOTH sides. **Do not send original.**
- \_\_\_\_\_ Birth certificate. **Do not send original.**  
If a U.S. birth certificate is not available, then you will need to provide proof of legal U.S. citizenship: naturalization papers; a current and valid I-94 form; current and valid passport or visa papers proving that your teen has legal residency status to be in the United States of America. (Social Security cards will not be sufficient for this requirement.)
- \_\_\_\_\_ Latest picture of your child. Not a photocopy
- \_\_\_\_\_ Bulletin from home church with address, phone number and Pastor's name
- \_\_\_\_\_ Pastor's reference form and Pastor's interview with parents and teenager completed and signed.  
**No exceptions.**
- \_\_\_\_\_ Transcripts from current school
- \_\_\_\_\_ Blood test\*\*
- \_\_\_\_\_ State I.D. from Resident's Home state (A present school I.D. will not suffice. This I.D. has to be issued by the state the resident is presently residing. This may include a present Driver's permit.)

**Please make sure that all copies are legible and both sides have been copied**

**\*Current social history MUST accompany application:** The social history should include any traumas or tragedies that your teenager has experienced from birth to the present. Also list any other situation that caused a change in their behavior or actions. The more information you provide, the more understanding we will have to help your teenager.

Explain in detail the problems involved with the prospective resident, past and present. ***Please attach this "typed" social history on a separate paper.*** (Hand written is not acceptable.)

**\*\* Blood Test:** AIDS and Hepatitis 'B' blood tests are required before an entrance date in the ACTC will be set. There are no exceptions to this policy.

**\*\*\*All Records must be sent to the office before a decision will be made for acceptance of the applicant.**

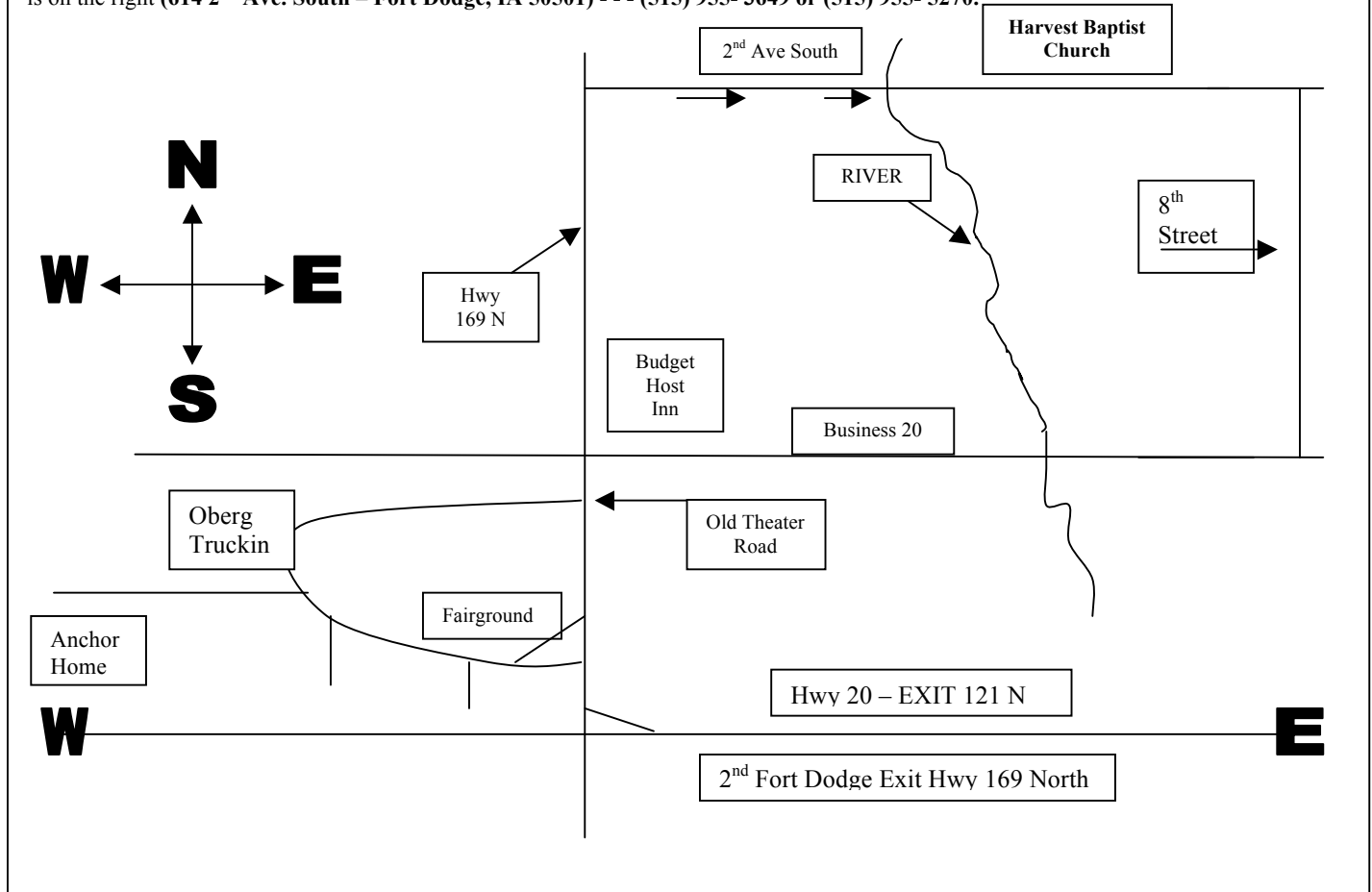
# Directions to ACTC and Harvest Baptist Church

## Directions to the Anchor Character Training Center (ACTC)

From I-35 go west on Hwy 20. Take Exit 121 to Fort Dodge (Hwy 169 N). Turn right at the bottom of exit ramp (North) Continue North on 169 for about ½ mile. You will see a road sign that says Fairgrounds/Camping. Turn left at the sign. (Old Theatre Road) Drive past the Fairgrounds (on your right) and 225th Street is the second street on your left. The Anchor Home is ½ mile on the left. **(1940 225<sup>th</sup> St. – Fort Dodge, IA 50501) Phone: (515) 955-5270.**

## Directions to Harvest Baptist Church

From I-35 go west on Hwy 20. Take the 1<sup>st</sup> exit to Fort Dodge (Business 20 Hwy.) Business 20 is also 5<sup>th</sup> Ave South. Continue west on Business 20 to 8<sup>th</sup> St. Turn North (right) on 8<sup>th</sup> St. to 2<sup>nd</sup> Ave. South. Turn west (left) on 2<sup>nd</sup> Ave. for two blocks. The Harvest Baptist Church is on the right **(614 2<sup>nd</sup> Ave. South – Fort Dodge, IA 50501) - - - (515) 955- 3649 or (515) 955- 5270.**



**Please DO NOT use GPS or the internet to find the ACTC. You will end up on a gravel road between two corn fields.**

Revised 3/1/17