# BUTLER CREEK PRACTICAL EVANGELISM APPRENTICESHIP PROGRAM

## STUDENT HANDBOOK

Butler Creek Health Education Center P.O. Box 430 Collinwood, TN 38450

Phone: (931) 213-1329

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#### BUTLER CREEK MISSION INSTITUTE

#### **WELCOME**

This handbook provides an introduction to our program and information regarding policies, responsibilities, and requirements. For almost 20 years Butler Creek has trained medical missionaries in various parts of the world. Repeatedly we have witnessed the life-changing power that attends the simple presentation of gospel truth. Our school is open to those individuals that desire to give study to Biblical, practical Christianity. May God bless and direct you as you seek His will for your life.

#### **ABOUT BUTLER CREEK**

Butler Creek P.E.A.P. is a part of Butler Creek Health Education Center, a non-profit organization established for the betterment of mankind through sharing the gospel of Christ. BCHEC is a supporting ministry of the Seventh-day Adventist Church. All staff members of BCHEC are members in good and regular standing of the SDA Church, and our theological positions are in full harmony with the Church. BCHEC does not solicit or accept tithe from SDA Church members.

#### MISSION STATEMENT

The Butler Creek P.E.A.P. has been established to encourage individuals to give the gospel call through sound Bible teaching, health ministry, and practical living. This includes simple instruction in the principles and skills of self-support. Gardening, healthful food preparation and preservation, and other practical skills keep the focus on more than just intellectual attainments. We believe that, "Medical missionary work is the pioneer work of the gospel. In the ministry of the word and in the medical missionary work the gospel is to be preached and practiced." MH p. 144.

#### WHAT IS MEDICAL MISSIONARY WORK?

"Medical missionary work is the right hand of the gospel. It is necessary to the advancement of the cause of God. As through it men and women are led to see the importance of right habits of living, the saving power of the truth will be made known. Every city is to be entered by workers trained to do medical missionary work." 7T, p. 59.

"We have come to a time when every member of the church should take hold of medical missionary work." 7T, p. 62.

"Workers–gospel medical missionaries–are needed now. You cannot afford to spend years in preparation. Soon doors now open to the truth will be forever closed." 9T, p.171-172.

### **HEALTH EVANGELISM COURSE**

#### **COURSE OVERVIEW**

The Butler Creek P.E.A.P. focuses on Bible, health, evangelism, agriculture, hands-on living skills, and the "practical" gospel of medical missionary work. Emphasis is placed on simplicity, practicality, and economy.

#### QUALIFICATIONS FOR ENROLLMENT

Individuals desiring to serve the Lord as health evangelists are invited to apply. The applicant should:

- Be 17 years of age or older.
- Have a basic understanding of the English language.
- Have a serious interest in practical medical missionary work.

#### **CERTIFICATES**

Upon completion of the program, when all class requirements and financial obligations are met, the student will be awarded a certificate for hydrotherapy, massage, and health education.

#### **ATTENDANCE & PARTICIPATION POLICY**

All students are expected to be punctual. If a student is late for class or misses any part of the class, he/she is counted as tardy. If you are late three times without an excuse it would be counted as one unexcused absent. If 10% or more of class hours are missed as unexcused absences the student would not be able to pass that class. Teachers may assign "make-up" work for unexcused absences. A student will not be able to receive his/her certificate until all "make-up" work as well as other class assignments (homework, tests, etc.) have been satisfactorily completed.

#### COURSE DESCRIPTION

The Butler Creek P.E.A.P. course is a 1-Year live-in training designed to give students a well-rounded education in the Bible, principles of Christian living, health, evangelism, and practical living skills. Our goal is to educate individuals for service at home and abroad, using God's ordained methods. This hands-on course teaches students industry, economy, and good work ethics, as well as how to reach the forgotten, the forsaken, and the unlovable, with the gospel of a risen Savior. Learn Christ's method for prevention, treatment, and cure of physical, mental, and spiritual disease.

#### CURRICULUM

#### **BIBLE CLASSES**

**OLD TESTAMENT TYPES & SHADOWS:** A study of prophetic events pointing to the Messiah and the Second Advent Movement.

**LAST DAY EVENTS:** A study of the sequence and significance of events preceding the second coming.

**SANCTUARY STUDIES:** A study on Christ's ministry in the heavenly Sanctuary, and its implications and application to the daily Christian experience. A thorough investigation on the subject of the Sanctuary and events surrounding the close of probation.

**UPON THIS ROCK:** Extensive study of the Bible and sound principles of Bible Study. **KNOWING GOD'S WILL:** Counsels that assist an individual to find and occupy the one special place God has chosen for you.

#### PRINCIPLES CLASSES

**CHRISTIAN ADMINISTRATION & LEADERSHIP:** A class on Biblical problem solving, Christian leadership, and principles of administration in health centers and church institutions. How to employ the Bible as a text book for practical, modern living.

**COURTSHIP & MARRIAGE:** Understanding the divine plan of courtship and, once married, how to keep the marriage union safe, secure, and sacred.

**GOD'S HEALING PROGRAM:** Explores God's original plan for mankind, the introduction of sin, and God's plan for restoration, healing, and salvation. Examines the connection between mental, spiritual, and physical health. An in-depth look at disease, and God's "natural remedies" for prevention and cure—so simple, yet crucial for good health. Compares true and false remedies from both a Biblical and scientific perspective.

**PRINCIPLES OF CHRISTIAN MUSIC:** A critical examination of Christian music, with inspired principles to evaluate sacred music.

**PRINCIPLES OF SELF-SUPPORTING WORK:** The role of laymen in gospel work. How to establish your own self-supporting ministry while serving to build up and support the organized work of the worldwide church.

**PROPHETIC GUIDANCE:** A study of the prophetic gift in the life and ministry of Ellen G. White. Emphasis is given to her role in the development of the SDA Church.

**TRUE EDUCATION:** A look at the history and development of God's plan to educate His church for service. Efforts are put forth to define higher education and how to attain it.

#### **HEALTH CLASSES**

**ANATOMY & PHYSIOLOGY:** A study of the systems of the body. Provides a basic working knowledge of how these systems function, and how lifestyle affects them. This class gives an appreciation for the wonderful creation that we are. We learn how to better care for the amazing bodies that God has created.

**CONTAGIOUS DISEASES:** An investigation of the world of microbes. Includes types of contagious diseases, how spread, prevention, and natural treatment.

**COUNSELS ON DIET AND FOODS:** A study of the book CDF by E. G. White.

HERBAL MEDICINE, WILD EDIBLES, AND NATURAL LIVING: Focuses on the use of simple herbs for common symptoms, conditions, and diseases. Demonstrations and hands-on training in gathering, preparing, and preserving herbs, and making oil infusions, ointments, tinctures, poultices, teas, and decoctions. Time is spent in the classroom and field learning how to use field guides, identify plants, practice wild food safety, and gather and prepare wild edibles. Class includes making all-natural soap.

**HYDROTHERAPY:** Focuses on using simple water treatments to "relieve pain and remove disease." Includes theory, as well as hands-on practice. Gives a knowledge of indications, contraindications, equipment and techniques for giving contrast baths, hot foot baths, fomentation treatments, steam baths, wet sheet packs, tub baths, heating compresses, contrast showers, salt glow, and paraffin baths, Students learn to improvise equipment for mission field service, and must be able to explain and demonstrate treatments.

**LIFESTYLE DISEASE & PREVENTION/TREATMENT:** A study of the most common lifestyle diseases today, including obesity, diabetes, heart and artery disease, arthritis, cancer, hypertension, osteoporosis, asthma, chronic liver disease, etc. Discusses causes, prevention and reversal using lifestyle medicine.

MINISTRY OF HEALING: A study of the book Ministry of Healing by E. G. White.

**MASSAGE:** A study of massage for therapeutic purposes such as promoting circulation of the blood and lymph, relaxation of the muscles, relief from pain, and other physical and mental benefits. Focuses on Swedish massage techniques, including effleurage, petrissage, friction, tapotement, and vibration. Students will learn full-body massage. Includes study of the major bones and muscles of the body.

**MENTAL HEALTH:** Understanding the physiology of the brain and how it works. A scientific and Biblical perspective on how to find rest from the stress and strain of modern living. Study is given to the subject of changing habitual patterns of behavior and establishing new ways of thinking.

**PRACTICAL NUTRITION:** Explores inspired counsel as well as current science in the area of nutrition. Includes the study of nutrients and how they are utilized in the body; diet and disease; benefits of a whole plant based diet; the examination and interpretation of scientific research; and a critical understanding of controversial topics such as GMO's, the raw foods diet, acid/alkaline diet, supplements, etc.

**WEIGHT MANAGEMENT:** A study of worldwide obesity, fad diets, eating disorders, and a rational plan for weight loss and maintenance.

#### **EVANGELISM CLASSES**

**HEALTH EXPO EVANGELISM:** Learn how to plan, set up, carry out, and train others in health expo evangelism. Requirements include participation in a health expo during the program.

**HEALTH TALKS:** How to give brief, interesting, and informative health talks. Students will learn how to give health nuggets using already prepared power point presentations. Experience will be gained by giving presentations to lifestyle guests.

**LITERATURE EVANGELISM:** A thorough training with in-class theory and practice, as well as some field experience. Includes a review of Colporteur Ministry by E. G. White. Students learn both home and business canvassing—how to present books, relate to different personalities, meet difficult situations, etc.

**HOW TO GIVE BIBLE STUDIES:** A practical class covering the fundamentals of how to give Bible studies to non-SDA's. Includes a simple set of studies, some of which will be covered in class. Students are expected to practice giving studies out-of-class.

**WORSHIP SERVICES:** All of our devotion and worship services are considered to be part of the curriculum and an integral part of our evangelism training. Students are required to attend and take part, as asked, in morning devotions, Tuesday night prayer meeting, Friday night vespers, and Sabbath church services. These meetings round out and enhance the spiritual component of this Bible-based missionary training; students receive needed experience and encouragement. As we come together as a group, we learn spiritual tact, cooperation, tolerance, and faithfulness. As we share spiritually, we grow spiritually. Sabbath services in the local churches strengthen our understanding and support of the organized church. We feel this is a vital component of our program.

## **HISTORY CLASSES**

**ADVENTIST HISTORY:** A course examining historical developments of the Three Angels Message and the Seventh-day Adventist Church. The Advent movement began with a crushing disappointment but ends in glorious triumph.

#### PRACTICAL SKILLS CLASSES

**AGRICULTURE/GARDENING:** Learn how to plant a garden and grow your food from start to finish. Includes information on site selection, soil preparation, organic fertilizers, composting, choosing seeds, when and how to plant, watering methods, natural pest control, maintaining the garden, harvesting, season extenders, etc. In-class theory and hands-on experience.

**BASIC AUTO MAINTENANCE:** Will teach basic safety, tools, identification of auto systems and parts, diagnosing simple problems, how to identify and change fluids, identify the 5 systems of the engine and how to maintain them, how to identify and solve brake problems, battery and electrical maintenance, how to identify and fix starter problems, and how to identify parts and problems in the steering system.

**BOOKKEEPING FOR THE HOME:** How to keep an account of family finances, budget your money, keep up with tithes and offerings. Practical instruction in the principles of simple bookkeeping. Hands-on practice for your personal finances.

**MISSION HEALTH CARE:** A hands-on class. Basic training in sanitation, body mechanics, taking vital signs, wound cleaning, and bandaging skills.

**FOOD PRESERVATION:** In-class theory and hand's-on practice for freezing, canning, and dehydrating.

WHOLE FOOD PLANT-BASED COOKING: Focuses on oil-free, whole-foods, nutrient-dense menu planning and cooking. Students are assigned as part of their work time, to cook in one of our 2 kitchens. Experience will be gained in how to make breads (flat, raised, baked, steamed, etc.), burgers, sauces, gravies, condiments, grains, soy products, healthy desserts, etc.

**SEWING:** A basic class covering fabric choice, deciphering the pattern envelope and instructions, and understanding the sewing machine. Hands-on practice making a simple apron. Each student must bring or buy a sewing kit with basic tools, such as scissors, needles, etc. (see list of what to bring). Students will purchase patterns and fabric during a field trip.

#### **CLASSROOM POLICIES**

- Students are expected to be present, on-time, and dressed appropriately for all classes and outreach activities.
- The use of electronic devices is not allowed in the classroom unless requested by the instructor for special purposes. Such devices must not be visible to anyone—may be kept in a pack.
- Eating and drinking (other than water) are not allowed in the classroom. .
- Please help us keep the classroom neat and clean.

#### LEAVE OF ABSENCE

In case of emergency students may request a student leave of absence. Please complete a Student Leave Request Form and submit it to the Education Director. All student leaves must be approved by the Operating Committee.

## COST

#### **APPLICATION FEE**

A non-refundable \$25 application fee is to be submitted by applicants before the application will be processed. The application fee for foreign applicants includes an additional \$60 to cover visa-processing.

#### TUITION

<u>Cash Plan</u>: \$3,600 covers the cost of tuition. All students are required to work 16 hours per week to pay for room and board (meals).

Work Scholarship Plan: Students are required to work a total of 600 hours to pay for tuition, and 16 hours per week to pay for room and board (meals).

#### **ENTRANCE FEE**

\$500 Covers class syllabi and other miscellaneous program expenses. Due upon arrival.

#### PROGRAM DEPOSIT

A refundable \$360 program deposit is due upon arrival for work scholarship students. This deposit will be refunded at the completion of the program if the student has worked all required hours, has no outstanding debts, and their room is left clean and undamaged. Unworked hours will be deducted at \$6 per hour.

## ADDITIONAL FEES/EXPENSES

While at Butler Creek, miscellaneous expenses may arise. You should be prepared to buy a pattern, material, sewing kit, etc. for sewing class. Extra charges may apply for student camp-outs. If you are not prepared with appropriate clothing/shoes for work, or outreach, you may need to acquire these while at Butler Creek.

#### **ROOM AND BOARD**

16 hours work per week pays for your meals and room. Students who are away from campus for 5 or more days will not be charged for meals if a student leave form has been filled out and approved.

#### **REFUND POLICY**

#### Cash Student Refund Policy

If for any reason a student withdraws from the program, up to 50% of tuition may be returned within 30 days. No refunds are given after 30 days.

#### Work Scholarship Refund Policy

In the event that a student must leave the program early, accrued work hours may be applied toward a future student program, or toward a lifestyle program. No cash refunds will be given for hours worked.

#### **DISCOUNTS**

Students will receive a 10% discount on products sold by the institution.

#### **WORK COMMITMENT**

At Butler Creek our plan is that students can work to pay for tuition, and room and board, making it an affordable program for all who desire to learn more about health evangelism. In doing so they are preparing themselves for the work ahead in the Lord's vineyard, at home or abroad. The students' work provides much needed labor for the institution's kitchen, farm, lifestyle program, and other departments. In exchange the students receive valuable classes and practical training that will make them useful laborers for God. E. G. White, Pamphlets, 119, "The school at Madison not only educates in a knowledge of the Scriptures, but it gives a practical training that fits the student to go forth as a self-supporting missionary to the field to which he is called. . .They have been learning to become self-supporting, and a training more important than this they could not receive. Thus they have obtained a valuable education for usefulness in missionary fields. To this is added the knowledge of how to treat the sick and to care for the injured. This training for medical missionary work is one of the grandest objects for which any school can be established."

#### **WORK ASSIGNMENTS**

Work will be assigned according to the needs of the institution.

#### **WORK EVALUATIONS**

If the student's work performance is substandard, the Education Director or Personnel Manager will make every effort to help the student to improve his/her work performance. In addition to the work, it is expected that the attitude of the student will be positive, supportive, and affirmative. If after receiving counsel, there is no improvement in work performance and/or attitude, the student may be asked to leave the program with no reimbursement for hours worked other than as described in the Work Scholarship Refund Policy or Cash Student Refund Policy.

#### **TIME SHEETS**

Students are expected to fill out time sheets daily and submit them to the Education Director at the end of each work week. All listed work hours must be initialed by the work supervisor. Work time not noted on a time sheet will not be counted. Students time sheets should accurately reflect the hours worked.

### STUDENT GUIDELINES

#### **DRESS CODE**

We ask for your cooperation in helping us maintain a modest environment both in and outside of the classroom. Dress guidelines help us maintain a "minimum distraction" environment as we study principles of Christian living.

- Men are expected to wear long pants.
- Women are expected to wear modest dresses or skirts (falling well below the knee when standing or seated) at all times.
- Slits in dresses will be acceptable only if the slit is also well below the knee whether the wearer is standing or seated and if the dress is loose fitting.
- We ask both men and women to refrain from wearing tank tops, cap sleeves, sleeveless shirts, tight fitting, low cut, or see-through clothing.
- The wearing of a wedding ring or any other type of jewelry is not acceptable.
   This does not include tie tacks or broaches.
- Women may wear culottes/split skirts if they are feminine in appearance and loose fitting.
- Generally speaking, make-up is not to be worn aside from any deemed necessary for corrective measures.

## Clothes for Gardening/Outdoor Work

- You should be prepared for all kinds of weather.
- Durable clothing of material not easily torn (such as denim). Prepare to get dirty.
- Light-weight, long sleeved shirts to protect from sun and insects in the summer.
- Sweat shirts, work jacket/coat, warm hat, etc., for work in cold weather.
- Women will need leggings for cold weather.
- Hat for sun protection is advisable.
- Rubber boots for inclement weather (at least mid-calf high is best).
- Rain suit or poncho with hood or hat.
- Durable work shoes or boots.
- Work gloves.

## Clothes for Health Expo, Outreach Activities, And Canvassing

- Appearance is central to the first impression that you make when you approach someone to canvass. Clothes should be well-fitting (not baggy & not clingy), neat, ironed and clean. Please avoid shirts with potentially offensive words, logos, pictures, etc., and sweatshirts.
- Shoes should be comfortable for walking all day. Conservative athletic or walking shoes, loafers, boots (not work boots), and nice flat shoes are acceptable. Shoes should coordinate/match your attire. Shoes should be closed, not open-toed.

- Women's skirts should be solid, plain black or khaki (beige, tan, etc.) no
  patterns/designs. Length should fall well below the knee when standing or
  sitting. Please do not wear denim, sheer, or tight fitting skirts as they are not
  suitable for canvassing. Tights and similar stretchy leggings may be worn under
  dresses for warmth during winter months. They should complement your attire.
- Men's pants should be solid, plain, black or khaki (beige, tan) no patterns. Inappropriate pants include denim jeans, sweatpants, and exercise pants.
- Shirts for men and women should be blue (dark blue to light blue) not teal or turquoise. The shirt should be solid without prints or patterns. They can be either button-down or golf type (polo) shirts. Please avoid tight tops, low-cut necklines, and sweatshirts.
- Winter wear (sweaters/jackets/hats/scarves): Black, beige, or blue. No sweatshirts please.
- Sunglasses may be worn in the van but not during actual canvassing.

#### INTERACTION WITH LIFESTYLE GUESTS

- Do not take Lifestyle Guests off the grounds of the BC campus without prior permission from the Lifestyle Director.
- Do not give DVDs, books, tracts, or any other media to our Lifestyle Guest without prior permission from the Lifestyle Director.
- Please do not criticize the health practices of our guests.
- Students eat their meals with guests each day, as well as interact with them in various situations such as worships. We anticipate that this will be a positive influence on our guests. However, we encourage you not to enter into theological discussions or doctrinal issues with guests, or with others in their presence. Please always be mindful of your conversation that no one be turned away from the gospel message because of careless words.
- Evang. p. 539: "The sanitarium parlor, where are gathered a promiscuous crowd
  of patients (diverse backgrounds), is not the place to talk upon doctrinal
  subjects. Let our consistent lives win confidence and awaken a desire to know
  why we believe as we do. Then invite those who inquire to attend the Sabbath
  meetings."

#### **RELATIONSHIPS**

Education is an essential step to prepare for a life of mission service. Therefore, the conscientious student will refrain from courtships or special friendships during the course. Social events and group interaction are appropriate parts of Christian fellowship, but relationships which result in individual attachments to the exclusion of others are discouraged. Before a special friendship is initiated, guidance and approval must be given by the Butler Creek Executive Committee. Males are not allowed to visit in the rooms of females and females are not allowed to visit in the rooms of males. No men are allowed on the 2nd floor of the education building except for 10 minutes before and after classes and other school functions. This area is designated as housing for female students.

#### **MUSIC**

We ask all our students and staff to observe the following music guidelines based on principles found in the Bible and SOP:

- Our music should reflect the character of our institution as a Bible-based Christian organization with the purpose of preparing men and women for this life and the life to come. We desire that all students, staff, lifestyle guests, and visitors will be blessed by their stay at Butler Creek. "'Something better' is the watchword of education, the law of all true living." (ED p. 296) It is the desire of the administration that our music will be of such a character that it will direct minds toward heavenly themes and divine contemplations.
- We ask that music of a worldly character not be sung or played in any part of our institution.
- Living in a dorm setting develops patience, adaptability, and long-lasting friendships. Out of respect for those living in the dorm, individuals are required to wear headphones when listening to music, sermons, etc.
- No electric guitars, amplifiers, or drum sets are allowed.
- When practicing instrumental music, please keep in mind that there are other residents in the building. Practice of music should be done between the hours of 6:30 AM-9:00 PM. Sound levels should be kept sufficiently low so that your fellow residents may still enjoy an atmosphere of peace and quiet.
- If you need additional clarification on issues regarding music ministry, please counsel with the Education Director or President. We appreciate your willing spirit; we know the Lord will richly bless His people as we seek to draw closer to the heavenly choir through music and song. "We need to study, to meditate, and to pray. Then we shall have spiritual eyesight to discern the inner courts of the celestial temple. We shall catch the themes of song and thanksgiving of the heavenly choir round about the throne. When Zion shall arise and shine, her light will be most penetrating, and precious songs of praise and thanksgiving will be heard in the assembly of the saints." (TMK p. 273)

## MOVIES, MUSIC CD'S, VIDEOS, DVD'S

Please do not show personal DVD's or movies in the health center parlor or share them with our lifestyle guests. Please do not play your personal music in the health center or in a public setting. Headsets or earphones should be used when not in the privacy of your room.

## LAPTOPS/IPADS/SMART PHONES/POST-PC DEVICES

Wireless internet access is not available to students. No devices for playing videos, music, sermons, etc., are allowed in the workplace.

#### **TELEVISIONS & CABLE**

Students may not have televisions and/or commercial cable networks.

#### RECREATION

Participants are encouraged to enjoy the beauty of walking through nature. Care should be taken while walking along Last Butler Road. Butler Creek runs through the property. In the summer some may desire to swim. Please note that there is no co-ed swimming at Butler Creek. Please talk with the Education Director for more information regarding swimming guidelines.

#### **WORSHIP SERVICES**

Every morning, Monday through Friday, students and staff join together in the classroom at 8:10 for a 10-minute worship to start our day together in fellowship with the Lord. Tuesday night prayer meeting and Friday night vespers are at 6:30 PM during winter months and 7:00 PM during summer months. Evening meetings are held in the health center parlor. On Sabbath mornings, students without transportation may ride to church in the lifestyle van, departing at 8:30 AM. Most Sabbaths the van goes to the Waynesboro SDA Church but occasionally may go to other area churches. Attendance at all worship services is required for students, except in the case of sickness or off-campus leave. Let's keep Jesus at the center of our program. Hebrews 10:25, "Not forsaking the assembling of ourselves together. .."

#### SABBATH MINISTRY

Because of the necessity of serving meals, as well as ministering to lifestyle guests, all staff and students are required to take part in Sabbath Ministry duties. The distribution of these essential Sabbath duties allows everyone to have equal time to "rest" during the hours of the Sabbath. A monthly schedule is prepared designating dates for Sabbath Ministry and is emailed/given to each student and staff member. Two people are assigned for each Sabbath and may divide the duties. Sabbath Ministry may require part of Friday afternoon and all day Sabbath. In most cases Sabbath Ministry is one weekend or less per month. Jesus Himself lived among men "as he that serveth," and indicated it was lawful to do good on the Sabbath.

## **HOUSING & MEALS**

#### **ROOMS**

- All participants should expect to have a roommate.
- Female students will be housed in Faith Hall.
- Male students are housed at Sunshine.
- All rooms should be kept clean and orderly. Roommates share equal responsibility for the care and condition of their rooms and furnishings.
- Attendance is required at dormitory meetings as scheduled by the dean.
- No visitors of the opposite sex are allowed in dormitory rooms.
- Students must be in the dormitory by 9:00 PM.
- "Quiet time" begins at 9:00 PM—please lower voices, etc. as we allow others time for rest and personal study. "Lights out" at 9:30 PM.
- Please refrain from noisy activities until after 6:00 AM.
- Students are to notify their dean when going off campus.
- Overnight/weekend leaves must be approved by the dean (leave forms must be completed).
- Televisions are not allowed in the dormitory rooms.
- A plant-based diet is to be observed in the dormitory kitchen.
- No pets are allowed.
- Students will be given a key to lock their room for a \$5 deposit. This deposit will be given back to the student once the key is returned at the end of the course.
- After the completion of the course students have three days to vacate housing.

If they are unable to move their belongings within three days, belongings may be neatly packaged and stored in the basement of Sunshine for a period of up to three months. A fee of \$100 per month will be charged. At the end of three months all items left in storage will be donated to a needy cause.

#### **MEALS**

We serve an excellent whole-foods, plant based diet (no animal products). Two meals (breakfast & lunch) are provided each day; if a student desires to have supper, they must purchase and prepare their own food in a designated location. No food may be taken out of the Miracle Manor dining room to be eaten at a later time. We want to live in accordance with the health message that we share with our guests; therefore, no animal products are permitted at Butler Creek.

#### **LAUNDRY**

Laundry facilities are available for students to use at no charge. Students are to provide their own laundry detergent, fabric softener, dryer sheets, etc., as needed. Washers and dryers are not to be used during Sabbath hours (sundown Friday until sundown Saturday).

#### **ECONOMY**

Please help us in keeping our cost down by turning off lights, heaters, fans, air conditioners, appliances, etc., when not in use.

## **MISCELLANEOUS**

#### Mail

Participants may receive mail and packages at the following address: Butler Creek Health Education Center Student's Name 9596 Last Butler Road Iron City, TN 38463

## **Compost**

Must not be thrown in the regular trash or dumpster (it attracts flies and animals). Please see the student kitchen guidelines which outline a step-by-step procedure for disposing of compost.

## <u>Garbage</u>

All garbage, except for compost, should be thrown in the dumpster next to the education building.

#### <u>Pets</u>

Students are not allowed to bring pets.