

I. General Information About CCU

A. Introduction

From its founding, Chin Christian University has been committed to rigorous and open inquiry with a shared understanding, that commitment to the Word of God is the defining feature of the University. We believe that all truth comes from God and therefore, are open to the wide variety of contributions that come from research and discovery, as well as corporate worship and cultural engagement.

As president of CCU, I am excited to welcome you to experience a life-transforming education. Here at CCU, students are pathfinders. A pathfinder is a person who prepares a trail for other people to follow. So, in one sense he or she leads; but in another he or she helps.

The year 2020 is a special year. Coronavirus, commonly known as COVID 19 brought the world a serious pandemic. Till today, more than one million people died. No one knew exactly when the virus infiltrated to Myanmar but the first case was confirmed on March 24, 2020. CCU called back all the interns to go home.

Churches were closed. The pandemic makes us panic in one way or another.

In such a situation, the Lord shows Himself to us as our Refuge. People have more time for meditation, thinking about the meaning of life and how to live a happy life in the midst of pandemic. Church choirs are silent but the praising song that we sing in our heart is so loud. The sound of silence is louder than the sound of noise.

Sincerely,

A handwritten signature in black ink that reads "Henry Siang Kung". The signature is written in a cursive, flowing style with some loops and flourishes.

Henry Siang Kung (ThD, Education)
President

B. Motto, Vision and Mission Statement

Motto: A Living Sacrifice (Rom 12:1-2)

Vision: Education for Abundant Life (John 10:10)

Mission Statement

To the glory of God, and in cooperation with Chin Association for Christian Communication (CACC) which is a full-fledged member of World Association for Christian Communication (WACC), Chin Christian University commits itself to God as a living sacrifice by doing research to deliver:

Biblically informed,
Historically connected, and
Culturally contextualized theological education
and language studies

to nurture Christianly maturing persons,
to integrate faith and life,
to build the Kingdom of God in this world.

C. Faculty and Supporting Staff

Faculty

1. Rev. Dr. Henry Siang Kung, President, Professor
2. Pastor Dr. Siang Zi, Vice President,
Associate Professor
3. Rev. Tial Pen,g Academic Dean, Lecturer
4. Rev. Dr. Luke Sui Kung Ling, Registrar,
Associate Professor
5. Dr. Mang Len Sung, Dean of Students Affairs,
Associate Professor
6. Bawi Tawng, Dean of BAE, Lecturer
7. Van Thang, Dean of BBA, Lecturer
8. Pastor Abednego, Chaplain cum Director of
Field Education, Assistant Lecturer
9. Pastor Biak Hlem, Female Warden, Lecturer
10. Rev. Tin Hmung, Lecturer
11. Hta Cin Sung, Lecturer
12. Pastor Peter Hrang Lian Thang, Male Warden,
Assistant Lecturer
13. Thla Lian, Lecturer
14. Pastor Za Cung Ling, Assistant Lecturer
15. Thawng Lian Sang, Lecturer
16. Bawi Tha Par, Director of Chin Research Center,
Assistant Lecturer
17. Ling Young, Assistant Lecturer
18. Van Neih Thang, Assistant Lecturer
19. Duh Tin Kep, Assistant Lecturer
20. Sui Za Tial, Assistant Lecturer
21. Ca Hlei Iang, Assistant Lecturer

Staff

1. Ngun Tha Par	Accountant (UDC)
2. Hlawn Za Thluai	Clerk (LDC)
3. Joseph Lian	Peon
4. Dawt Hlei Hmung	IT Technician
5. Van Lian Thang	Driver
6. Duh Tum Peng	Janitor
7. Sang Dun	Cook
8. Dawt Men Sung	Cook

Library

1. Hram Vung	Librarian
2. Nuh Nuh Sein	Associate Librarian
3. Biak Sang	Assistant Librarian

Contract and Part time

1. Eden Par Ni Hniang	Teaching Assistant
2. Biak Cung	Treasurer

D. Department

Theology Department

1. Master of Divinity (MDiv)

The Master of Divinity, a three-year course of 96 credits, is the professional degree which provides the most comprehensive graduate education in the various interrelated theological and practical disciplines. Students are encouraged to enroll in this program to enter professional ministry vocations, and

to enter academic careers of teaching and writing in biblical and theological disciplines.

The program also serves as the foundational degree to prepare students for further studies and preparations for vocations in research, teaching and writing in biblically related fields. CCU seeks to maintain a healthy balance in the program among the biblical, theological, historical and practical studies. These are integrated in such a way that the various aspects of ministry may be performed from a sound biblical and theological perspective.

2. Bachelor of Theology (BTh)

The Bachelor of Theology, a four-year course of 160 credits, is a baccalaureate degree program which is primarily designed for the foundation of professional ministry vocations. The program also serves as the foundational degree to prepare students for further studies.

3. Bachelor of Religious Education (BRE)

Bachelor of Religious Education, a two-year course of 52 credits, is designed for a student who holds a baccalaureate degree from an approved institution, and who would like to study the word of God on a part-time basis. This program includes a comprehensive introduction of Christian theology, biblical studies, historical theology, and practical theology.

4. Bachelor of Ministry (BMin)

Bachelor of Ministry, a two-year course of 80 credits, is primarily designed for professional ecclesiastical ministry.

1. Diploma of Theology (DipTh)

Diploma of Theology, a four-year program of 160 credits, is primarily designed for the foundation of professional ministry. With a vision to upgrade the College to have higher degree programs, CCU stopped the Diploma in Theology program in 2009. However, because of the member churches' demand, it was reopened in 2013.

2. Master of Arts in Christian Studies (MACS)

Master of Arts in Christian Studies, a two-years course of 64 credit, is designed for a student or layman who holds a baccalaureate degree from an approved institution, and who would like to study the word of God on a part-time basis. This program includes a comprehensive introduction of Christian theology, biblical studies, historical theology, and practical theology.

English Department

1. Bachelor of Arts in English Language Studies (BAE)

Bachelor of Arts in English language studies, a four-year course of 160 credits, aims at helping learners to use English language accurately, confidently, fluently, and proficiently according to the circumstances in which it is used.

2. Diploma in English Language Studies (Dip Eng)

Diploma in English Language Studies, a one-year course of 30 credits, is an evening class designed especially for matriculation passed students and persons those who have full time jobs and still need to improve their English. The BAE Committee chooses the subjects every academic year.

Business Department

1. Bachelor of Business Administration (BBA)

Bachelor of Business Administration, a four-year course of 160 credits, aims at providing scientific and humanistic knowledge, particularly in the business education and management science through research and interdisciplinary approaches to train in excellence and create value for undergraduate students in ChinState.

2. Diploma in Business Administration (Dip BA)

Diploma in Business Administration, a six months course of 18 credits, is a Saturday class designed for business interest persons and government servants. The BBA Committee elects the subjects every academic year.

II. STUDENT LIFE

A. Pledge of Students

PLEDGE (Each student shall sign the pledge on entering the University)

I hereby sign that I

1. will not take part in any activity that will jeopardize my University and my church.
2. will devote all my time to my utmost to my studies and spiritual development.
3. will abide by all the rules and regulations laid down by the University.
4. will do all the work announced or given to me as necessary.
5. will try my utmost to be an honor to my University and my Church.

If I fail to keep the above pledge I will gladly accept any decision made by the authority concerned.

Signature -----

Name -----

Class -----

Phone -----

Date -----

B. Conduct

A student shall

1. behave, dress, eat or drink in a manner suited to student.
2. treat one another with respect and consideration.
3. respect each other's culture and doctrines of each denomination.
4. not form any fellowship or organization which represents ethnic group, region or association in the University.

C. Discipline

No Student shall

1. use or drink any kind of drugs or alcoholic beverage intoxicating. Anyone found using or drinking such drugs and beverage shall be barred from studying for one year without any warning. He/she may be readmitted the next year with the recommendation concerned.
2. smoke, chew betel or khaini. Anyone found smoking or chewing shall be given a warning by the President, and if he/she repeats he/she shall be barred for one year. He/she may be readmitted the next year with the recommendations from the association and the church pastor concerned.
3. quarrel or fight with each other or outsider. Anyone quarreling or fighting shall be heard of his/her case by the Faculty Council as necessary.
4. attempt suicide (hanging, stabbing, shooting etc). Anyone found guilty of this offense shall be heard of his/her case by the Faculty Council as necessary.

5. murder. Anyone found guilty of murder shall be expelled from the University.
6. steal. Anyone found guilty of theft shall be expelled from the University.
7. rape. Anyone found guilty of rape shall be expelled from the University.
8. lie or cheat. Anyone found lying or cheating shall be heard of his/her case by the Faculty Council as necessary.
9. Have male-female relationship indecent to Christian living. Anyone found having such relationship shall be heard of his/her case by the Faculty Council as necessary.
10. handle, break or sell University property at his/her will. Anyone found doing shall be heard of his/her case by the Faculty Council as necessary.

D. Responsibilities of Students

All students are responsible for complying with the rules and regulations of Chin Christian University. All students are responsible for the consequences of their behavior both on and off the campus.

1. Responsibilities for Academic Life
 - a. To attend classes on time and regularly
 - b. To prepare for each class or activity for which they are scheduled
 - c. To respect teachers and their counterparts

- d. To complete class assignments on time according to instructions given by class teachers
2. Responsibilities for Campus Life
 - a. To take good care of the University's property
 - b. To keep the University tidy and clean
 3. Responsibilities for Messing
 - a. To manage the messing affairs
 - b. To form messing committee
 4. Responsibilities for Athletics
 - a. To observe customs of sports and rules
 - b. To show respect for the opponents at all times
 5. Responsibilities to Host Family/Sponsor
 - a. To have good relationship with the host family/sponsor
 - b. To consult the CCU office if he or she would like to ask financial help to the sponsor

E. Rights of Students

1. To study the courses as prescribed in the curriculum
2. To raise questions regarding the lessons
3. To express their ideas and share their experiences
4. To choose thesis titles
5. To see their answer sheets if necessary before the end of the following academic year
6. To apply scholarships
7. To request transcript of records
8. To have petitions for safety and wellbeing
9. To request support in learning
10. To receive equal treatment

F. Rights of Students Council

1. To give suggestions to Faculty Council
2. To use campus facilities according to the *Student Rules and Regulations*
3. To form committees as necessary

G. The Task of Student Council

1. Student Council President
 - a. Represent the student council at University zone, public events and other meetings
 - b. Oversee the functioning of the Student Council

- c. Develop the agenda for and preside over the meetings of Student Council
- 2. Student Council Vice President
 - a. Represent the Student Council at University zone, public events, and other meetings as requested by the president
 - b. Coordinate the work of committees
 - c. Preside over Student Council meetings in the absence of the president
- 3. Student Council Secretary
 - a. Maintain the Student Council files
 - b. Prepare agendas for every meeting
 - c. Represent the Student Council at CCU zone, public functions and other meetings as requested
 - d. Take and distribute minutes of meetings
- 4. Student Council Treasurer
 - a. Coordinate the preparation of the annual budget of the Student Council
 - b. Present the proposed budget to Student Council
 - c. Keep financial records of the Student Council
 - d. Coordinate fundraising projects for the Student Council

- e. Give financial reports for meetings of Student Council once in a semester
- f. Sign all purchase orders

III. ACADEMIC LIFE

A. Academic Regulations

1. Any person who has got Basic Education High School pass certificate or the equivalent is eligible for BTh, BAE and BBA programs.
2. Any person who has got a degree from Government College or University, or BTh degree from any recognized Bible school, BAE, or BBA degree from CCU is eligible for BRE or MACS or MDiv program. (MACS is not equivalent of MDiv or BD)
3. Any person who has got a degree from Government College or University, or BTh degree from any recognized Bible school, or BAE degree from CCU may be admitted to BBA second year.
4. Any person who has passed grade 9th (eight standard passed) is eligible for DipTh program.
5. Any person who has got DipTh or the equivalent is eligible for BMin program.
6. Any person who can speak and write in Burmese/Chin is eligible for Dip BA program.
7. Any person pursuing theological program shall be one who has already been baptized.
8. Only one who has submitted admission form in full may be admitted to University (Form in full means attached recommendations from mother

church and association along with other requirements mentioned in the form).

9. There shall be entrance examination for BTh and MDiv candidates, and only one who passed may be allowed to attend.
10. A student who has completed DipTh program from any recognized Bible school and passed 10th standard may be admitted to third year BTh program as a mature student, and he or she shall be required to sit for first and second years BTh examinations.
11. Matter relating to application form received after the deadline shall be dealt with by the Officers Council as necessary.
12. Matter relating to student who does not arrive till Orientation Day shall be dealt with by the Officers Council as necessary.
13. No student is allowed to enroll two programs at the same time at CCU.

B. Attendance, Leave and withdrawal

1. The subject for which the attendance is below 75% of the total roll-calls shall be considered supplementary subject.
2. Concerning leave, leave letter of a hostel student shall be signed by the Warden and leave letter of a day-student shall be signed by the Dean of Students' Affairs, Vice President, Academic Dean, or Registrar respectively. A leave letter without the signature shall be deemed not

granted. Leave asked for going from Hakha to other place may be granted by the President or Faculty Council.

3. If a student wishes to leave the University he/she shall write a letter of withdrawal.
4. A student who does not write a letter of withdrawal shall be readmitted after two academic years.
5. If a student who has left the University wishes to attend again he/she shall put up admission form as a new student.
6. Attendance for a BRE or MACS or DipEng student shall be at least 65% of the total roll-calls
7. A student who is absent for class without permission shall be put on University fatigue.
8. A student who is absent fatigue work for more than two times shall be brought before the President.

C. Grading of Courses

1. Pass marks shall be 70% for BTh, MDiv, BRE and MACS programs, and only if the cumulative average for each subject is 80% the student shall be conferred degree.
2. Pass marks shall be 60% for BMin program, and only if the cumulative average for each subject is 70% the student shall be conferred degree.
3. Pass marks shall be 60% for DipTh program, and only if the cumulative average for each subject is 70% the student shall be conferred certificate.

4. Pass marks for BAE, BBA and Dip Eng Programs shall be 50%.
5. Pass marks in English subject for BTh, MDiv, DipTh and BMin shall be 50%.
6. The University was the alphabetic grading system for MDiv program. Each alphabet letter grade is equivalent to a certain grade point and percentage.
 - a. The equivalent in grade point is as follows:

A+	=	4.0	=	100-97
A	=	3.7	=	96-93
A-	=	3.0	=	92-89
B+	=	2.7	=	88-86
B	=	2.5	=	85-82
B-	=	2.3	=	81-78
C+	=	2.0	=	77-74
C	=	1.7	=	73-70
C-	=	1.3	=	70
 - b. No degree will be conferred if a student total grade point average falls below 1.7.
 - c. Student Grade Point Average: the Grade Point Average indicates a student academic standing and is calculated as follows:

(1) Total Points

- A+= 4.00x Course credit hours= Total Points
- A = 3.7 x Course credit hours = Total Points
- A-= 3.0 x Course credit hours = Total Points
- B+= 2.7x Course credit hours = Total Points
- B = 2.5x Course credit hours = Total Points
- B-= 2.3x Course credit hours = Total Points
- C+= 2.0x Course credit hours = Total Points

$$C = 1.7 \times \text{Course credit hours} = \text{Total Points}$$

$$C- = 1.3 \times \text{Course credit hours} = \text{Total Points}$$

(2) **Grade Point Average (GPA)**

The grade point average is obtained by dividing the total points by the total number of credit hours.

$$\text{Total Point} \div \text{Credit hours} = \text{GPA}$$

Example:

Course	Grade	Grade Pts.	Course Credit	Total
NT Theology	A	3.7	3	=11.1
Christian Theology	A-	3	3	= 9
Ecology	B	2.5	2	= 5
Total		8		= 25.1
Grading Point Average (GPA) =				25.1 ÷ 8 = 3.1

D. Deadlines for Research Paper

1. Deadlines for research paper both draft and final are as fixed in the University Calendar.
2. If a student fails to complete his or her research paper within the time-limit due to ill health or emergency the matter shall be forwarded to the Faculty Council by the instructor concerned.

E. Duration of Studies

1. No consideration shall be extended to student who fails to complete his/her study within the duration of study fixed.
2. Duration of studies for BTh, BAE, BBA and

DipTh programs is four years, in case of a student failing to complete within four years he or she shall complete in eight years.

3. Duration of studies for MDiv program shall be three years and in case of a student failing to complete in three years he or she shall complete within six years.
4. Duration of studies for BMin, MACS and BRE program is two years, and in case of a student failing to complete in two years he or she shall complete within four years.
5. Duration of DipBA and DipEng programs is one year, and in case of a student failing to complete in one year, he or she must complete within two years.

F. Examinations

1. Examinations shall be held as fixed in the University Calendar.
2. The students shall bring their identity cards in the examination room.
3. As for student in hospital due to illness, the matter shall be decided by the Faculty Council.
4. Matter relating to the death of a student's member of nuclear family just before or during the examination shall be decided by the Faculty Council.
5. Matter falling under No 38 or 39 shall require a testimonial from the doctor or the ward or village chairman.
6. Any student failing to sit for the examination

(with information) shall be deemed to fail in the subject, which he/she did not answer.

7. Any student failing to sit for the examination (of any subject) without information shall be barred for one academic year.
8. If a student fails in two subjects he or she shall sit for supplementary examinations, and if he or she fails again he or she shall write academic papers assigned by the subject teachers one year delay within the duration of candidacy.
9. Failure in three or more subjects shall be deemed failure of the course.
10. Roll number shall not be issued for any student who fails to pay fees in full within the time limit
11. Any student cheating in the examination shall be barred for one semester.
12. No student who is late for 30 minutes shall be allowed to sit the examination.

G. Fieldwork, Internships and Service Learning

1. In order to be able to put learning to practice as necessary in the church every student from second year BTh, second year DipTh, and second year MDiv classes shall be given fieldwork assignments to the churches throughout the year, which shall be graded as a subject.
2. In order to become acquainted with the nature of the church and as a job-training, every

student from third year BTh, third year DipTh, and second year MDiv classes shall undergo internship program in the church chosen by the University for one and a half months, which shall be graded as a subject.

3. In order to be able to put learning to practice, every student from third year BAE and third year BBA classes shall undergo service learning program in a community chosen by the University for one and a half months, which shall be graded as a subject.

H. Research Paper

1. A final year BTh student shall write a research paper, and MDiv, MACS and BRE students shall write a thesis in English.
2. A final year DipTh student shall write a research paper in Burmese, or in English, or in Chin (Lai).
3. A final year BAE and BBA student shall write a research paper in English.
4. Any BTh research paper or MDiv thesis shall be an academic one.
5. Any research paper and thesis shall be graded as a subject.
6. BAE or BBA research shall contain 2500 at least and 3000 words at most.
7. BTh or DipTh research paper shall contain 5000 words at least and 8000 words at most.
8. MDiv or MACS or BRE thesis shall contain 8000 words at least and 12000 words at most.

9. A final year BMin shall write a research paper in Burmese, or in English, or in Chin (Lai), containing 3000 words at least and 5000 words at most.
10. Submission of draft or final stage of research paper or thesis shall be as fixed in the University Calendar.
11. A student failing to submit a research paper or thesis in accordance with the University Calendar shall not be conferred degree.
12. Method for research paper and thesis writing shall be as CCU manual for thesis, research and term papers.
13. There shall be a viva-voce test on research paper or thesis.

I. Marks

1. Marks shall be as entered by the Registrar.
2. The fees fixed by the Faculty Council shall be paid on taking transcript.

J. Penalty

1. A student shall leave the University for anyone of the following reasons.
 - a. Failure in a class for two consecutive years.
 - b. Inability to get degree certificate within the time limit.
 - c. Taking book away from the library and improper use of the book.

IV. UNIVERSITY LIFE

A. Worship

1. Worship is of most importance for University life and as such
 - a. There shall be daily devotion every morning except Thursday's.
 - b. There shall be vesper service in every Thursday afternoon.
2. Worship program shall be planned by Evangelism and Mission Committee under the Chaplain's guidance.
3. Hostel students also shall have devotion as planned by Spiritual Father or Mother under the Warden's guidance.
4. There shall be short gospel and long gospel tours in accordance with University Calendar.
5. David Van Bik Lecture and Prayer Day shall be held in accordance with University Calendar.
6. Christmas Fun-fete will be held in accordance with University Calendar.

B. Student Council

So as to promote a spirit of community, service and self- government, our University has a Student Council, which is governed by bylaws prepared by the students and approved by the faculty. The aims of this council are:

1. to promote fellowship, unity and understanding among the students;
2. to promote witnessing for Christ inside and outside the campus;

3. to promote coordination between staff and student body in carrying out campus
4. work, gospel activities, athletic program, financial matter, social program,
5. publication, and
6. to cooperate with students of other universities and colleges.

The Office Bearers of the Student Council are:

1. President
2. Vice President
3. Secretary
4. Assistant Secretary
5. Treasurer
6. Assistant Treasurer

Under the umbrella of Student Council, there are the following committees:

1. Messing Committee
2. E & M Committee
3. Agriculture Committee
4. Health Committee
5. Athletic Committee
6. Finance Committee
7. Decoration Committee
8. Social Committee
9. Literature Committee
10. Livestock Committee
11. Carpenter Committee
12. Music Committee
13. Women Committee
14. Dormitory Committee

The backbone of Student Council is an Executive Committee which comprises of President, Vice President, Secretary, Assistant Secretary, Treasurers, Auditors, Chairpersons of sub-committees, Dorm Father and Mother, class representatives, and Dean of Students Affairs from the faculty as advisor. Each sub-committee is empowered to make decision and carry out its programs. The Student Council is very effective since every student is given the opportunity to prove himself or herself in leadership, social dealings, administrative and financial trustworthiness, emotional and spiritual maturity and social welfare among others. The students have the right to make proposal to the Faculty Council. Volunteer students are invited as library helpers.

For the purpose of achieving the above mentioned aims:

1. Student council may be formed in accordance with student council bylaws.
2. All activities of student council shall be approved by the Faculty Council.

C. Choir

1. Every student shall participate in the University choir.

D. University Uniform

1. The University shall have a black and white color uniform. Every student shall wear the uniform every Thursday.

E. Sports

1. University Sport Day shall be held as fixed in the University Calendar; every student shall participate in it.

F. Special Days and Events

The academic year includes various programs and special activities that have become part of the tradition at CCU. CCU Birthday, AAC Day, Prayer Day, David Van Bik Lecture Day and Literature Day are the special occasions on which all faculty and staff members, students and invited guests meet together and discuss various subjects considered to be helpful in uplifting the spiritual life of the students.

Sport Day is also included in the university calendar. It is a two-day program. On this Sport Day faculty, staff and students play together various kinds of sport and have a worship service in the evening and after the service have a dinner together, which is cooked by the staff and the students. On the eve Sweet December staff and students play together various kinds of games during the day and at night first have a worship service and after that have a carol singing program. The fun-fete program is a good occasion for CCU staff and students to work together with supporting churches. It is something like celebrating Christmas feast for the whole town.

Some churches in Hakha town put CCU Sunday in their ecclesiastical calendar. This is the kindness of the local people which makes the students feel at home. On Bible Sunday, students and faculty of CCU normally lead

worship services through preaching and citing biblical text in different dialects.

V. DORMITORY LIFE

A. Use Of University Facilities

1. Any student or class wishing to use University grounds, buildings and properties shall get permission from the Faculty Council.

B. Hostel

In principle, all students who come from outside Hakha town are required to live in the dormitory so that they can fully participate in all aspects of the life of CCU community as well as learn how to live and work with persons of different temperaments and backgrounds. Because we consider the students to be adults, the dormitory life is expected to be largely self-directed according to rules and regulations. Students are daily doing campus works, general cleaning of dorms and classes. They take turns to go for shopping every morning. They share each other's burden and take care of each other in time of illness and sorrow.

Due to the increasing number of students, CCU has a plan to construct two more hostel buildings, one for boys and one for girls.

Hostel Regulation

1. Admission to hostel shall be planned by Dorm Father or Mother under the Warden's guidance.
2. A hostel student may stay at the hostel three days before opening and three days after closing the University.
3. A one-day's meals shall be served before opening and closing of the hostel.
4. A hostel student shall obey hostel regulations.
5. Anyone disobeying hostel regulations shall be expelled from the hostel.
6. A Hostel Student
 - d. shall perform diligently the task given by the Warden, Dorm Father or Mother or Messing Supervisor
 - e. shall not make noise.
 - f. shall, if he or she is out, turn back within the time fixed.
 - g. wishing to stay overnight outside the campus shall get permission from the Warden and sign his or her name before the Dorm Father or Mother.
 - h. if not present in the hostel, three times without permission, shall be expelled from hostels, and the hostel fees paid shall not be refunded.
 - i. shall not smoke, chew khaini or betel. If he or she smokes or chew he or shall be expelled from hostel and the fees paid shall not be refunded.
 - j. shall not drink any wine or alcoholic beverage, and if he or she drinks he shall be expelled from hostel

- k. shall not receive any guest in the hostel.
 - l. shall have his or her meals within the mealtime and shall not take the dish out
 - m. shall keep both inside and outside the room clean.
 - n. shall, if he or she wishes to quit the hostel, be refunded only a half of the fees he or she paid.
 - o. shall be regularly present at the hostel devotion.
 - p. shall not, in male-female relationship, behave indecently.
 - q. once quitting the hostel shall not be readmitted within the same academic year.
 - r. shall not take other's property away without permission
 - s. shall make bed, keep the book and clothes orderly.
 - t. shall not play with or move electricity at his will.
 - u. No man shall enter women's hostel, vice versa woman.
7. Rules relating to matter not falling under articles 89 shall be made by Wardens and Dean of Students' Affairs.

C. Messing

1. Meals will be served three days before the school opens and three days after the school closes.
2. Hostel students must perform the assigned dormitory and messing duties without fail.

3. The dining hours shall be as follows:

Breakfast	---- 8:00 am to 9:00am
Lunch	---- 1:00pm to 2:00pm
Dinner	---- 4:00pm to 5:00pm
Evening Devotion	---- 6:00pm to 7:00pm

VI. FINANCE

A. Study Expense

1. Tuition fees and hostel fees (Messing & boarding) shall be as fixed from time to time by the Board of Trustees of CCU.
2. Other petty fees, if any, shall be as fixed by the Faculty Council and approved by the Board of Trustees.
3. Half of the fees shall be paid on entering the University first semester and another half on entering second semester.
4. Tuition fees already paid shall not be refunded.
5. The following fees payable to the University shall be paid at a time or by installment as fixed by the University.

a. Admission	-----
b. Library	-----
c. Athletic	-----
d. Medical	-----
e. Dorm Necessaries	-----
f. Messing necessities	-----
g. Students council	-----
h. Stationary	-----
i. Hostel	-----
j. Magazine	-----

- k. Chin Christian Journal -----
- l. Graduation -----
- m. Tuition -----
- n. Campus -----
- o. Student ID -----
- p. Exam -----
- q. Bus Service -----
- r. Endowment -----
- s. Other Fees
 - 1. Late Fees
 - 2. Transcript
 - 3. Supplementary
 - 4. Super Supplementary

B. Scholarships Rules and Regulations

A guide-line for students’ scholarships and sponsorships is as follows:

1. Academic performance and competency must be a top priority supported by the following facts in order.
 - a. An obedient and dutiful student will be given priority.
 - b. A student’s contribution to CCU should also be considered.
 - c. A minister, a pastor’s kid and family member, a family member of full-time faculty and staff at CCU will also be given priority.
 - d. Two or more students from a family at CCU will also be on special consideration.
 - e. A student’s financial condition should also

be considered.

2. Withdrawal of Scholarships
 - a. A scholarship of any student warned by the President or Faculty Council or the Officers Council, and barred and expelled from the University for any Reason is to be withdrawn.
 - b. A scholarship of any student failing a subject or more or of the repeater must be withdrawn.
3. A student, whose sponsorship is managed by the school, is to sign on the pledge with his/her respective pastor or church leader that he/she shall refund the money he/ she has used if he/she drops out of his/her study before graduating.
4. President, Dean of student affairs, Academic Dean, Registrar, Wardens, Chaplain and Field Director will be responsible for nominating the recipients of scholarships

VII. LIBRARY

1. A student shall attend library according to the library hours given in the curriculum.
2. Three books can be borrowed at a time for two weeks.
3. A student writing thesis/research paper can borrow five books at a time for two weeks.
4. Anyone not returning the book within the time limit shall be fined as fixed by the library concerned.
5. Another book can be borrowed only after turning the borrowed book.
6. No reference book shall be borrowed.
7. In the event of loss or damage of the book borrowed, it shall be replaced, or if it cannot be replaced a double amount of the price shall be charged.
8. Borrowed book shall be turned to the librarian.
9. A graduating student shall turn the book before graduation.
10. Every student shall keep the library regulations.

