



**The Incredible  
Journey**

# **The Incredible Journey Bible College**

# **Student Handbook**





Have you felt a deep yearning to be more involved in the search and rescue mission of Christ and His church? Has your heart longed to be counted as one of the Gospel Workers that will help prepare the way of the Lord? But then, as you ponder your dreams, have you seen them slip away, dashed by the realities of time, money, bureaucracies, family and other obligations? If so, take heart and consider:

# The Incredible Journey Bible College

**Vision:** To hasten the return of Jesus Christ by sending out gospel workers to reach Australia, New Zealand and the world.

**Goal:** To provide a training course that will introduce the students to the Fountain of Life, Love, Truth, & Wisdom to be permeated with His passion for the salvation of all peoples and enabled by His Spirit to intelligently lead searching souls to a saving relationship with Christ.

**Benefits:**

- ✓ An uplifting atmosphere that will deepen your spiritual commitment and experience.
- ✓ A short, intense program that will quickly prepare you to share the love of Jesus.
- ✓ Minimal course expenses to enable you to graduate debt-free.
- ✓ Relevant course content that can be used in both your local church and full-time mission service.
- ✓ Recognised academic credit for further study at Andrews University,

# WELCOME

To our Future Students:

All over the world, more and more people want to spread the good news of Jesus' second coming. Very soon it will be time to go home! What a joy it will be to meet our Saviour face-to-face in that glorious land! How wonderful it will be to share the joys of heaven with family, friends, and even strangers whom we have led to Christ.

As you think about God's plan for your life, we want to thank you for considering The Incredible Journey Bible College. We are sure that studying the Applied Ministries course at The Incredible Journey Bible College will be a life-changing experience for you. It will call you to a deeper walk with God, the first and most important prerequisite to meaningful ministry. It will inspire you and give you courage to share your faith with those you meet. Whether you desire to engage in full-time outreach, part-time service in your local community, literature evangelism, or any other area of gospel work, The Incredible Journey Bible College will equip you with the tools and experience that will enable you to be an effective witness for Christ.

Our hope and prayer is that your time at The Incredible Journey Bible College will be one of the most rewarding experiences in your life. We believe that by encouraging one another, you as students and we as staff will experience rich blessings that exceed our expectations. We thank each of you in advance for your worthy contribution to this goal. God bless!

Pastor Gary Kent

Pastor Louis Torres

Mrs Carol Torres

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## CONTACT INFORMATION

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<b>Office Hours:</b>	8.30am–5.00pm AET Monday–Thursday 8.30am–12.30pm AET Friday



## COURSE PURPOSE: An Urgent Work

The second coming of Christ has been the hope of His true followers since Adam and Eve left the Garden of Eden. As we study the Bible, it becomes plain that the “time of the end” is here, and that God is now carrying out the final movements in His great plan to end sin and create “new heavens and a new earth, wherein dwelleth righteousness” (Daniel 8:17; 2 Peter 3:13). A strong personal conviction that the end of all things is near compels each one of us to search our own heart and ask, “Am I prepared for Jesus’ return? Am I fulfilling His commission to spread the gospel? Am I surrendered to His will daily?”

Even a casual glance at events on Earth shows that few people are awake to the reality of the times in which we live. Threats to freedom of speech and religion in countries where these have been prized for many years are further evidence of the nearness of Christ’s return. These threats also warn that our opportunities for spreading the gospel in peace may not last much longer.

The belief that Jesus will soon return to Earth is what has led us, the staff of The Incredible Journey Bible College, to develop the Applied Ministries Bible training course. Because time is short, this training course is brief. Because needs are great, personal commitment must be deep. Only in the light of Calvary’s cross can we appreciate the tragedy of losing a single soul through personal neglect. While many courses of study are designed to prepare students for a brief life in this world, the Applied Ministries Bible course is designed to prepare students for an eternal life in the future, glorious world. More than this, those who study this course will be trained to invite others to share in that world. We hope that those who study this course will realise the significance of this opportunity, and that this will inspire them to zealous, but balanced, work for Christ our King.

The intense focus needed at this time in history, and especially for the Applied Ministries course, should influence the personal behaviour, and social interaction of those who make the commitment to study it. We have written the policies of The Incredible Journey Bible College with this focus in mind. In some respects, our policies do not differ from those of other institutions. However, we hope that you, our students, will consider that, inasmuch as the purpose of this course goes far beyond that of most courses, our policies take on correspondingly greater weight. Our earnest prayer is that you will realise just how significant each act and habit is in determining your eternal destiny and that of those you influence. We trust that you will appreciate the reason why we have set high standards, knowing that in Christ you can do these things.

Due to the serious nature of the course, please understand from the outset that the policies outlined in this handbook will be enforced. The Incredible Journey Bible College reserves the right to dismiss any student from the course without refund, who is found in serious breach of its policy.

We expect that those who choose to participate in this course will be committed Christians, will have a well-developed level of spiritual commitment and maturity, will seek to conform to Bible standards in all aspects of life, and will appreciate the opportunity to focus their energies toward the goal of hastening the second coming of Christ. May God bless you as you seek to improve your talents in His service.

# CLASSES

This program is designed for anyone who wants to become a better witness for Jesus Christ. During this intense program you will learn the basic principles of soul-winning and receive a foundational understanding of the beliefs of the Seventh-day Adventist church. You will learn about all aspects of evangelism and how to implement them wherever God calls you to labour.

## **Personal Evangelism**

### Description

“The work of Christ was largely made up of personal interviews. He had a faithful regard for the one-soul audience. From that one soul the intelligence received was carried to thousands” (Testimonies for the Church, vol. 6, p. 115). Modelled on Christ’s example, this subject will equip students to work effectively for the salvation of souls one-on-one.

Hours: Minimum of 70 class hours, plus personal Bible studies

Additional time commitments: 30 hours additional personal study

Practical component: Minimum of 3 regular in-home Bible studies over 9 weeks.

## **Public Evangelism**

### Description

“The great Teacher laid plans for His work. Study these plans. We find Him traveling from place to place, followed by crowds of eager listeners” (The Review and Herald, January 18, 1912). In this subject, all aspects of public evangelism are discussed. Christ’s method of public evangelism will be presented as the ideal model.

Hours: Minimum of 40 class hours

Practical component: Field school of evangelism, with a minimum of 45 hours of practical experience.

## **Pastoral Evangelism**

### Description

The apostle Peter encouraged the spiritual leaders of the church, “Feed the flock of God which is among you” (1 Peter 5:2, NKJV). This subject will teach the application of both personal and public evangelism in the pastoral setting. Students will also be prepared to train their congregations to do effective outreach.

Hours: Minimum of 12 class hours

## **Bible Doctrines**

### Description

The apostle Paul wrote to Timothy, “All scripture is given by inspiration of God, and is profitable for doctrine, for reproof, for correction, for instruction in righteousness” (1 Peter 3:16, KJV). This subject will examine the fundamental beliefs of the Seventh-day Adventist Church and their relationship to the plan of salvation.

## **Prophetic Interpretation**

### Description

“There is need of a much closer study of the Word of God; especially should Daniel and the Revelation have attention as never before.... The light that Daniel received from God was given especially for these last days” (Testimonies to Ministers and Gospel Workers, pp. 112, 113). This subject will provide a fresh approach to the books of Daniel and Revelation. It will examine the significance of their prophetic messages to end-time events, the character of Christ and God’s plan to save us.



Hours: 50 class hours

### **Prophetic Guidance**

#### Description

Paul wrote to the Thessalonian church, “Do not despise prophecies. Test all things; hold fast what is good” (1 Thessalonians 5:20, 21, NKJV). This subject will examine the life of a modern prophet and the relevance of such a life to the church of God.

Hours: 15 class hours

### **Homiletics**

#### Description

John records of Jesus, our Example, that “No man ever spoke like this Man” (John 7:46, NKJV). This class will develop the talent of speech as it relates to the presentation of Biblical truths.

Hours: Minimum of 30 class hours

Practical component: Public presentations

### **Emergency Field Medicine**

#### Description

Mission service is often done in areas not blessed with modern medical facilities. Any medical services that are available are often costly, which can be difficult to accommodate on a mission budget. This class will provide basic medical knowledge that will enable gospel workers to cope with challenging circumstances. It will be taught by well-qualified medical personnel who can give practical insight into dealing with potential situations.

Hours: minimum of 15 class hours

Practical component: Public presentations

### **Community Health Education**

#### Description

“Christ’s method alone will give true success in reaching the people. The Savior mingled with people as one who desired their good. He showed sympathy for them, ministered to their needs, and won their confidence. Then He invited them, ‘Follow Me’” (The Ministry of Healing, p. 73). This class familiarizes the student with the many health programs available to benefit the community’s general fitness. Also discussed are the limitations of such health educators and how best to cooperate with local health agencies.

### **Natural Remedies**

#### Description

This class will give the students the tools to handle minor health problems without needing to rely on professional medical advice. Students will learn to recognise the difference between minor and major health problems, so that they will be aware of when they need to seek professional help urgently.

Hours: Minimum of 15 class hours

### **Christian Sales**

#### Description

“We need to realize the importance of the canvassing work as one great means of finding out those who are in peril and bringing them to Christ” (Colporteur Ministry, p. 36). This subject will cover Christian salesmanship, focusing especially on literature evangelism.

Hours: 15 class hours

Practical component: Minimum of 12 hours

### **Personal Finance and Stewardship**

#### **Description**

A special emphasis on how to arrange personal finances so as to be financially independent and how that impacts our Christian calling to be faithful stewards of all that God has entrusted to us.

Hours: 9 class hours

### **Church History**

#### **Description**

This subject will outline the origins and growth of the Seventh-day Adventist Church. Students will see how historical events have fulfilled Bible prophecy to date, and the role of the remnant church in preparing the world for Christ's return.

Hours: 9 class hours

## **GENERAL POLICIES**

### **School Calendar**

Students should ensure that travel arrangements will allow them to arrive on the program start date. Please do not plan to leave until the day after your program finishes.

Students may arrive on the Friday before the program starts, to avoid Sabbath travel, by arrangement only. Those who do so will incur additional accommodation costs. Please contact The Incredible Journey Bible College Administration for more information.

Any absence during the program must be agreed on in writing by the College Administration before the student leaves the campus. Extended absences will be considered only in cases of extenuating circumstances, and will be approved on a case-by-case basis. Any student leaving for an extended period without permission will incur unacceptable absences from the course, and is liable to dismissal without refund (see Class Attendance and Study Expectations for more details).

### **Orientation**

Orientation is required, not just a good idea. Orientation is generally held the evening of registration. Students will receive notification of the specific time upon acceptance into the course.

Students' travel times need to be arranged to ensure they will be present for orientation. When making your travel arrangement, please ensure that you will be here in time for orientation. Please, no exceptions.

### **Refund Policy**

An application fee of \$25.00 (\$50.00 for international students) per student will be charged and is non-refundable.

Fees will not be refunded after the fourth week of term except in extenuating circumstances, such as severe illness or injury of the student or a close family member. Refund applications will be considered and approved on a case-by-case basis.

Prior to the four-week grace period, attending students who request withdrawal from the course will be entitled to a 50% refund of tuition and 50% of the unused portion of room and board.

Please see [Financial Policies](#) for more details.

## **Class Attendance and Study Expectations**

Students will receive a daily program at orientation.

Whether living in the college accommodation or off site, you are expected to be with the class for all morning worships on time. Morning worships will be held Monday–Friday each week.

Attendance at all classes is compulsory. Except in extenuating circumstances, such as severe illness or injury to the student or a close family member, it is expected that all students attend at least 85% of classes for each subject.

Students who are consistently late or absent without written permission by College Administration, are liable to subject failure and dismissal from the course without refund.

Students are expected to use outreach time for College-designated outreach projects. Any leftover time is expected to be used for preparation of materials for outreach.

## **Sabbath Observance**

Sabbath, from sundown Friday night to sundown Saturday night, is a very special time that God has set aside for all people to worship Him (see, for instance, Genesis 2:1-3; Exodus 20:8-11). It is expected that all students demonstrate a profound respect for those holy hours.

It is our hope and desire that every student may experience Sabbath as the most meaningful, spiritually fulfilling and physically refreshing day of the week. Students are asked to use this time in personal devotions, communal worship and appropriate outreach activities. Students are asked to refrain from participating in sport and similar recreational activities, and from working on class assignments, including mechanical preparation of presentations for Sabbath programs (Isaiah 58:13, 14).

## **Code of Conduct and General Requirements of College Attendance and Residency**

Students are expected to be on campus and quiet by 9.30pm. Possible exceptions may include Saturday nights and the nights of evangelistic and/or health outreach programs. Exceptions will be determined based on the specific circumstances of each event, and will depend on program needs and travel times. Students will be notified of any exceptions to the 9.30pm deadline, and will be expected to comply with the altered time on those occasions.

Should a student or a family member on campus become ill, please report this to The Incredible Journey Bible College Administration or other representative staff member as soon as possible.

The following items are not permitted on The Incredible Journey Bible College campus:

- cigarettes, tobacco and similar substances
- alcoholic beverages
- caffeinated beverages
- non-prescribed drugs
- occult items
- teen or gang symbols
- pets
- candles, incense, firearms, fireworks, explosives, or any other substance or equipment that poses a high fire risk
- pornographic materials of any type

Should you become aware of any such items or activities, it is expected that you make the Administration aware of it immediately. Failure to do so will be viewed as becoming an accessory to the violation.

Students must contribute to maintaining the cleanliness of the training areas, personal and communal areas within their particular residence, including but not limited to areas such as student rooms, kitchenettes, lounge areas, common rooms, toilets, and bathrooms.

All maintenance needs should be reported promptly to The Incredible Journey Bible School Administration or other representative staff member.

No game of chance at which money either directly or indirectly passes as a prize shall take place in the student accommodation or on any part of the campus.

Dormitory residents are asked to show respect by keeping noise levels from music, talking, etc., to a level that does not cause undue disturbance to others. It is our hope that the rooms and halls might ring with the purest of songs.

Students who wish to leave for activities other than scheduled College events must obtain permission from The Incredible Journey Bible College Administration.

Distribution of books or other literature, including electronic literature and audio or video recordings, that has not been authorised by The Incredible Journey Bible College is not permitted.

Due to the focused nature of the course and the prayerful planning of the College Schedule with the best spiritual, mental, and physical well-being in mind, additional meetings, prayer groups or Bible studies that are not pre-approved and announced by The Incredible Journey Bible College Administration are not permitted.

Fraud, deception, false or misleading statements and/or falsification of any information or documents is not permitted and may result in dismissal.

Not cooperating with assignments and/or class schedule may also result in dismissal.

To comply with current Work, Health and Safety obligations please keep hallways clear of rubbish, boxes, scooters, clothes racks, study desk chairs, discarded, and similar, items. These are identified as trip hazards and vermin hazards.

No student shall use any form of violence, either toward others or property, at any time. Students who do use violence shall be liable for the monetary cost of any damage incurred.

Students are to respect the property of others, including intellectual property, and be honest in their dealings with such.

Teasing and pranks that result in disturbances or distress to others, compromise safety or cause damage to College or personal property are not permitted.

Discrimination on the basis of race, color, national or ethnic origin or gender is not permitted.

## **Dress Code**

The Incredible Journey Bible College is a Christian institution, and it is expected that Bible standards of dress will be followed by students (see 1 Timothy 2:9-10; Proverbs 31:21; 1 Thessalonians 5:22). Clothing should be chosen for modesty, respect, consideration of the weather, and as a silent witness to the Christian's faith. The Incredible Journey Bible College dress code has been developed with these principles in mind.

Students should ensure that all clothing is neat, clean, well matched and tasteful in colour and style.

It is preferred that ladies wear skirts rather than slacks. Skirts should cover the knees at all times.

If slacks are worn by ladies, they should look feminine and the outfit top must reach to mid-thigh.

Sleeveless dresses or tops are not to be worn by students or family members while on campus or participating in outreach projects.

Jewellery is not to be worn by students or family members while on campus or participating in outreach projects.

Extremes in over-and under-sizing of clothing, such as excessively sloppy or tight clothes, should be avoided.

Clothing that is excessively worn or torn and is intended as a fashion statement is not permitted.

Clothing with occult or worldly emblems is not permitted.

Anything used to conceal identity, such as a balaclava, helmet, hoody, etc., is not permitted.

Shorts are inappropriate attire for the classroom, although dress shorts, where the hem is approximately just below the knee, may be appropriate for certain outdoor activities.

When giving Bible studies in homes, students should consider removing their shoes if this is a household standard, and/or their shoes are likely to leave mud or dirt in host's homes.

The weather during the scheduled term of mid-February to mid-May will vary from late summer to late autumn. Students are advised to research the likely temperature range during this time, to ensure they have appropriate clothing for the changing seasons.

Students will be involved in community service work, including activities such as cleaning, gardening and painting. Students should ensure their clothing for these activities is appropriate to the type of work, while still upholding Christian standards of neatness, cleanliness and good taste.

## **Linen**

Students will need to supply personal bedding and bathroom linen, such as sheets and towels.

Students will need to check the arrangement of their rooms with The Incredible Journey Bible College Administration.

## **Washing Machines**

Washers will be available for student use. The cost of using them is included in the accommodation fee. Students will need to supply their own laundry soap.

## **Vehicles**

All vehicles brought to the College must be adequately licensed and insured. Please notify the secretary on duty where you are going, and who is with you, should you need to leave for any reason.

## **Visitors**

To enable students to focus on their studies, and to meet our Work, Health and Safety obligations, students are asked to note the following concerning any visitors during the program:

-Arrangements must be made with The Incredible Journey Bible College Administration if students wish to have visitors during the program.

-Visitors are only allowed on weekends.

-Parents, children and spouses are permitted to visit during the week, if prior arrangements have been made with The Incredible Journey Bible College Administration.

## **Relationships/Special Friends**

The healthy mingling of students is expected and encouraged. Due to the intense nature of the Applied Ministries Course, and the need to minimise distractions, students are advised not to date or begin romantic relationships for the duration of the program. Should an interest develop between a single lady and a gentleman, the following safeguards are to be observed:

1. That time spent together be not allowed to interfere with personal time in devotion or application to the College program.
2. That the couple is never to be alone in each other's company.
3. That each couple always stay where they can be seen easily by others.
4. That you not arrange for other couples to be the means by which you 'comply' with #3 above.

5. That exchange of written letters/emails/messages not occur during the college term. Couples who are engaged before enrolling in the program are exempt from this guideline.

The bloom of true love is a beautiful gift of God. If love is true, however, it will seek to guard the reputation and emotions of both parties. Our guidelines are intended to facilitate this.

### **Student Resource List**

Students are asked to supply the following:

- Personal Bible, in a reliable translation, such as the New King James Version.
- Personal stationery, including paper, books, pens and pencils.

The following items would also be helpful:

- Concordance
- Personal laptop or similar device.
- Books and materials to be used in the preparation of Bible studies and public presentations
- Acoustic musical instrument
- Personal care items

### **Placement**

The primary objective of The Incredible Journey Bible College is to train and equip, not to place or employ.

Requests for graduates may be received by The Incredible Journey Bible College, and these may be filled by those attending the program should they demonstrate the requisite skills for the particular role. It is the responsibility of students to actively seek employment, including preparing and submitting resumes for available positions. The Incredible Journey Bible College staff will do all that is reasonable to facilitate your efforts, but we do not and cannot guarantee employment at the completion of the Applied Ministries Course.

## **FINANCIAL POLICIES**

At The Incredible Journey Bible College, we strive to offer the best possible value in evangelistic training. We keep the cost as low as possible while still giving our students a high-quality learning experience.

### **Cost of Attendance**

The cost of the Applied Ministries Course is \$4850, plus conditionally refundable room deposit of \$300. This includes tuition, accommodation, meals, books, and transportation to school-sponsored events (outreach, evangelistic meetings, etc.).

Additional costs will be incurred by international applications from outside of Australia and New Zealand, students requiring accommodation outside program dates, and by all students requiring transport from the airport upon arrival at, or departure from, The Incredible Journey Bible College.

### **Payment of Fees**

An application fee of AU \$25 is due with all Australian and New Zealand applications and is non-refundable. International applications will incur a fee of AU \$50.

Upon acceptance into the Applied Ministries course, a total minimum payment of \$2300 is required, consisting of \$2000 fee down payment, plus \$300 room deposit. The remaining balance is due at registration.

In special circumstances, students may apply for a payment plan. This requires \$2000 due at registration and the balance in equal payments which are due by the 20th of each month.

All payment plans must be approved in writing by The Incredible Journey Bible College Administration before the College start date, which is 16 February 2020.

Applications for payment plans may be requested from The Incredible Journey Bible College Administration.

All fees must be paid in full before graduation. The graduation date is 24 May 2020.

Transcripts and certificates are only issued upon full payment of account.

No soliciting of funds is permitted.

Transportation to and from The Incredible Journey Bible College upon arrival to, or departure from the airport is available for a fee of \$25 one-way. This cost is not included in the quote of \$4850 for the Applied Ministries course.

There is a train station very close to The Incredible Journey Bible College, which can be used by students for transport. Students are reminded that permission from The Incredible Journey Bible College Administration or representative staff member is required before leaving the campus. Please refer to the [Policies](#) section of this handbook for further information.

## **International Students**

Please note that it is mandatory for international students to purchase travel and health insurance to cover the duration of their stay in Australia. Proof of travel and health insurance must be emailed to [info@tij.tv](mailto:info@tij.tv) prior to arrival.

Please ensure you can legally stay in Australia for the duration of the course.

## **Room Deposit**

A room deposit of \$300 is included in the minimum payment fee of \$2300. This deposit is due upon notification of acceptance into the program. Any waiver of this requirement must be cleared by The Incredible Journey Bible College Administration.

Room deposit is refundable only after room is left clean and damage free and the student financial account is paid in full by graduation. In the event a student's account is not paid in full by graduation, the room deposit will be applied to his or her account.

## **Accommodation**

Standard rooms are double occupancy. Students who wish to request other conditions of accommodation, such as married students' quarters, are advised to contact The Incredible Journey Bible College Administration for further information and costs.

The Incredible Journey Bible College will make every effort to accommodate the needs of each individual student, but makes no guarantee concerning accommodation beyond the standard rooms.

The quoted accommodation fee covers accommodation for term dates. The next term will be from 16 February - 24 May 2020. Students arriving before 16 February, or leaving after 25 May, who wish to use Bible College accommodation, will need to make arrangements with the College Administration, and will incur additional costs.

## **Funding**

Because of the unique nature of our program, The Incredible Journey Bible College is not affiliated with any federal or state financial aid or loan programs.

The Incredible Journey Bible College accepts Visa and Mastercard payments, however, a processing fee of 1.7% applies.

Some students may feel strongly impressed to attend The Incredible Journey Bible College, but currently lack the funds to do so. Below are some suggestions for fundraising that have been used successfully in the past by others wishing to attend this type of program.

### *Fundraising Ideas*

- o Offer to do house or yard work for family, friends and local community members for a reasonable fee.
- o Join a canvassing program.
- o Ask for sponsorship from friends, family and local church members. Some local churches have sponsored students to attend a Bible College, in exchange for the student doing Bible work at that church when he or she has completed the course.
- o Find a part-time job.

Those who feel compelled to study at The Incredible Journey Bible College but are unsure of how they will meet their financial obligations in doing so, are encouraged to pray earnestly about the matter, and cooperate with God in working to obtain funds as He opens the way. God can work mighty miracles when He is given the opportunity.



## TUITION AND FEE SCHEDULE\*

Description	Cost/ week	Total cost (14 weeks)
<b>Accommodation</b>		
Standard ( <i>double occupancy</i> )	\$100	\$1400
Married Student Accommodation		Contact Us
<b>Food (2 meals/ day)</b>		
Adult (Ages 13+)	\$82.50	\$1155
Child (Ages 0-2)	\$22.50	\$315
Child (Ages 3-7)	\$45	\$630
Child (Ages 8-12)	\$62.50	\$875
<b>Tuition</b> ( <i>includes books, class materials and outreach transportation</i> )		\$2270
<b>Application Fee</b> for AU & NZ Students		\$25
<b>Subtotal for AU &amp; NZ Students</b>		<b>\$4,850</b>
<b>Additional Expenses</b>		
Application Fee for International Students		\$50
Room Deposit <sup>†</sup>		\$300
Transportation ( <i>pick-up from airport, bus/train station, one-way</i> )		\$25
Accommodation outside program dates		Contact Us

\* All prices are in Australian dollars. All payments must be made in Australian dollars. Prices correct as of 29 July, 2019. Prices are subject to change without notice. Applicants will be advised of final costs upon acceptance into the course.

<sup>†</sup> Deposit refundable only after room is left clean and damage-free, and student financial account is paid in full by graduation.