



Launch Student Handbook

Welcome to Launch! It is our great privilege to equip young people to love the Lord and find their place in His world. We believe that God has planned each day of your life. Psalm 139:16 tells us that our life was written in His book before we took our first breath. In order to understand God's ways and His heart for His people, we must be trained and established in truth. Our desire is to help you discover your place in this plan, and to give you the tools you need to live to the fullest.

We want you to get the most out of this year, so we have established guidelines that are meant to give you boundaries that will help reduce distraction and push you toward a pattern of accelerated growth. Our reasoning behind every guideline is not covered, but if you or your family and/or leaders have any questions or concerns we would be happy to address them.

1. Core Values

Our program is built on Matthew 28:19-20. Jesus told us to go and make disciples. This is the sole desire of Launch. With this in mind, these are the core values of Launch:

1) Holiness

"Pursue peace with all people, and holiness, without which no one will see the Lord", Hebrews 12:14. We are called to be His people, free from all the stains and trappings of the culture. Our desire is to see young people who can stand against the lure of the world, and to live lives that exemplify the standards that Christ called us to.

2) Heroism

Our world is desperately in need of young people who will stand up and say, "Follow me as I follow Christ". Launch students are encouraged daily to find God's heart for the people around them. The world is crying out for Christian leaders that live out what they preach. Launch students are encouraged to live lives that are worth following.

3) Vision

Acts 2:17 - "'And it shall be in the last days,' God says, 'That I will pour forth of my spirit on all mankind; and your sons and your daughters shall

prophecy, and your young men shall see visions, and your old men shall dream dreams.”

We believe that our God is a speaking God. Our goal is to train young people to hear from God, learn to walk with those that are from previous generations, and then live out the vision they receive for the rest of their lives.

4) Restraint

One of the fruits of the Holy Spirit listed in Galatians 5 is self-control. It is no mystery that we live in a day that we are in need of self-control in order to protect ourselves from the seduction of the culture. The message of our culture tells young people that a lack of restraint means freedom. We disagree. We believe that the word of God is clear that in order to gain our lives we must lose them (Matthew 10:29), and if we are to be Christ-like we must deny ourselves, take up our cross daily and follow after Him (Luke 9:23).

5) Generational Transfer

Malachi 4:6 says, “He will turn the hearts of the fathers to their children, and the hearts of the children to their fathers; or else I will come and strike the land with a curse.” We believe that the zeal of the younger generation needs to be married to the wisdom of the older generation in order for true kingdom authority to be established. God moves through the generations simultaneously and we want to be a part of it. We believe that if the younger generation honour and respect the older generation, and those in authority over them, the blessing of God will follow them all the days of their lives.

2. Student Growth

Most students who come to Launch do so for two reasons:

- 1) Develop a close, lasting relationship with Christ with a foundation that will help them build strong lives.
- 2) Evaluate themselves and change areas that would keep them from the Christ-like character they are seeking to gain.

We work together with the students to help them achieve these goals. Class size is intentionally kept around twenty so that each student gets individual instruction and mentoring. We work to develop a system of discipleship that can yield the best results in each student every year. These are some of the goals we have for Launch students:

- 1) Walk in an intimate trusting relationship with Christ with a focus on maintaining daily interaction with Him throughout their lives.
- 2) Learn how to read, study and love the word of God.
- 3) Build the foundations of character and integrity.
- 4) Understand the value of work and living a structured, disciplined life.
- 5) Discover the value of the local church, and learn how to release the gifts that God has placed in each of them.
- 6) Develop clear patterns of communication that will serve them in future relationships and career paths they will choose.
- 7) Value submission to authority and find the safety in living under the protection of the local church.
- 8) Run to correction and accountability and to live as sons and daughters who understand that correction is not rejection.
- 9) Stretch themselves into new opportunities such as speaking, dancing, singing, working with kids etc.
- 10) Pursue the heart of God for the world they live in, and discover how to live their lives full of purpose and destiny.

These are some of the elements that we use to help achieve these goals:

- 1) Mentoring
 - a. Each student will have an intern. These are graduates of the program who have signed up for another year to oversee the practical areas of growth in the student's life.
 - b. Our directors and staff will oversee class and the overall spiritual growth for each student.

2) Curriculum

- a. The students will read through the Bible in one year.
- b. The students will write personal application papers based on class topics.
- c. Every week the students will be given a topic to study in the Bible and will memorize scriptures based on that topic.
- d. The books we read cover a wide variety of topics:
 - i. The Fear of God
 - ii. Spiritual Authority
 - iii. Healthy Communication
 - iv. Spiritual Warfare
 - v. Fundamentals of our Faith (grace, the fruit of the spirit, holiness, etc.)
- e. Many of these books are discussed in class as the students teach the different chapters and ask questions that will open up a group discussion. Much of the Christian growth comes in these moments when the students share from their hearts and the staff is able to mentor and coach them through different issues. There are many times in the year that the Holy Spirit will enter the classroom and bring healing, revelation, and impartation during these discussions.
- f. There are time-tested recorded teachings that we incorporate every year that deal with topics such as the Blessings of Obedience, Becoming Who You Are, the Search for Self-worth, etc.
- g. Each year we invite special speakers to impart their wisdom in their different areas of expertise.

3) Schedule

a. Morning Schedule

8:30-9:45	Prayer and Worship
9:45-10:00	Break
10:00-12:00	Class Time

b. Afternoon Schedule

12:00-1:00	Lunch
1:00-4:30	Class Time, Outreaches, Practical Classes

This schedule is followed Tuesday through Friday; Monday is a day off. Tuesday through Sunday evenings, students are expected to complete homework assignments, be available for midweek meetings, and keep other commitments and responsibilities. This schedule is rigorous and filled with activities both planned as well as unexpected. Due to frequent changes in scheduling, flexibility is a key. Jesus' ministry was characterized by inconvenience. Some of the greatest miracles occurred as a result of interruptions. Being flexible opens the door to divine opportunities.

This will be a fast-paced year that will result in tremendous growth. In order to make the best use of this opportunity, the students must commit themselves to the process of Launch. First and foremost, it is a solemn commitment to God for the entire year.

4) Worship

- a. Tuesday through Friday we gather in our classroom from 8:30-9:45 to worship. It is hard to underestimate the role this time plays in the development in each student. These face to face encounters with the Lord challenge and change us into His image more and more.

5) Practical Involvement

- a. One key element in the training of a disciple is servanthood. The students will learn to notice needs around them, and learn to work hard without complaining. These are some of the serving opportunities the students will be given in a year:
 - i. Weekly Chores – in the host homes
 - ii. Church Cleaning
 - iii. Helping the elderly and families in our church with work projects
 - iv. Fundraising – catering, hosting conferences, etc.
 - v. Weekly outreaches to, Bernard Elementary, Central Elementary, Crisis Pregnancy Centre and other non-profit organizations around Chilliwack.
- b. Every year we travel throughout Canada and the US to serve local churches and to share our excitement about what God is doing in this generation; these are the moments that many memories are made for the Launch students. They get to live out some of the burden God put in

their hearts earlier in the year during worship times as they testify, sing, dance, and pray for the churches we visit.

6) Church Involvement

- a. We believe that the Church is the hope of the world. We teach the students to love their local church and to make church life a top priority in their lives. A vital part of the program is to immerse the students into the church life of City Life Church. These are the functions we attend as a program:
 - i. Church services
 - ii. Pre-service prayer
 - iii. Mid-week and special meetings
 - iv. Social functions
 - v. Youth and young adult meetings
 - vi. Retreats and conferences – these are all included in the price of tuition.

7) Relationships

- a. Students - When a student graduates from Launch, one of the main gifts they take with them are the relationships they have formed during the year. Years after a student has graduated, we see them looking to their Launch friendships for the encouragement and accountability they need to stay strong in their faith and commitments.
- b. Leaders – For the students who are interested, the relationship they develop with the leaders of the program also continues through their major life choices. It is common for the mentoring to continue as they choose a spouse, make decisions about career paths, or face crisis as it arises in their lives.

3. Guidelines for Personal Growth and Accountability

- 1) The Launch year is full of activities and events. Each student, as well as their family, needs to plan to dedicate themselves to the schedule. In order to give the students the maximum chance to grow, we ask that students do not take extra days off or plan events in addition to their given vacation

days. We understand that events come up that cannot be planned (funerals, family weddings etc), and ask that students communicate with the directors as soon as possible so allowances can be made for their absence.

- 2) Students planning on leaving town on allotted days off must notify The Launch directors ahead of time. We ask that students who are from around the area that live with a host family only go home once a month, as time is needed for connection and relationship growth between the student and their host family.
- 3) Curfew
 - a. Monday – Saturday night – 11:00 PM
 - b. Sunday night – 12:00 AM
 - c. Rising time for days off – 9:00 AM
- 4) Only “G” or “PG” movies may be viewed with discretion. We recommend looking at websites like “Kids in Mind” to review the content of movies.
- 5) Students are allowed to have eight hours of media time a week. This includes television, internet and movies that are within the Launch guidelines. Online Bible programs and homework tools are not included in the 8 hours.
- 6) We reserve the right to limit the time spent playing video games if we see it becoming harmful to any student or group of students.
- 7) Internet may not be used without permission and accountability.
- 8) Students are required to attend Sunday services, Tuesday evening classes, and youth meetings.
- 9) Students may stay home due to sickness only with a doctor’s note or in the case of a high temperature. They are responsible to contact a staff member by 9:30 PM the night before.
- 10) To help maintain good health, students must complete thirty minutes of aerobic exercise four days a week.
- 11) Students’ vehicles must be properly maintained and cleaned. Car repairs are the responsibility of the individual student, not Launch.
- 12) No alcohol, drugs or tobacco.

4. Guidelines for Living with a Host Family

Whether they are living at home or with another family, we ask the students to keep in mind that it is a tremendous privilege to live there. Our church family is committed to training the next generation, and one way they can express that commitment is by opening their home to a Launch student. The students are asked to be teachable and to adapt to this family and the dynamics they have established in their home. If the student maintains a heart of gratitude and humility they should feel at home and will receive a new family that they can connect with for years to come. On occasion a conflict can arise between the student and houseparent. We are committed to resolving any issues that may arise throughout the year. However, if there is no way to resolve the conflict, the student will be dismissed from Launch unless another home is available. We ask the students to serve their host family by following these guidelines:

- 1) Host families cover expenses for general room and board only. The student is required to utilize their monthly budget to pay for personal items, carpool expenses and phone calls.
- 2) Weekly chores are done from 9:00 AM - 12:00 PM on Saturdays. Helping with dishes and other daily chores will also be expected.
- 3) Host families are not responsible for the student's transportation. Carpools will be arranged for all of the students for all Launch activities and functions. Students that do not have a vehicle can ask other classmates for rides to the bank, grocery store, social activities, etc. Trips to and from the airport need to be arranged well ahead of time. The student needs to provide gas money whenever they are given rides.
- 4) Students are asked not to honk when picking up carpool riders. This shows respect for the person that is being picked up and the family members that may be sleeping.
- 5) Students need to keep their rooms clean and keep other areas of the home they are in clean at all times.
- 6) Students need to be modest at all times.
- 7) Phone calls may be made and received before 9:30 PM or after 8:00 AM on weekdays and after 10:00 AM on weekends.
- 8) One night a week is set aside for family activities.

- 9) Students will be waking up early each morning for classes, church or work. They need to be very quiet to avoid disturbing family members who are sleeping.
- 10) Students that are last to bed at night need to be very quiet and make sure all lights, fans, radios and TV's are turned off and that all doors are locked.
- 11) If students have a stereo in their room, they need to keep the volume down or use earphones.
- 12) Students must be considerate and follow the rules of the home regarding television use.
- 13) If students will not be home for dinner, they need to call ahead of time (at least one hour).
- 14) Students wishing to invite others over for dinner or fellowship need to get prior approval from their houseparents. This should be done in private to avoid putting them on the spot and to allow them to deny the request.
- 15) Please do not throw away food that your host families have provided for you (you brought a lunch but decided you would like to go to McDonald's instead etc).
- 16) The students need to be considerate of the family food budget. Communicate with your families about their plan for leftovers and expensive food items (cheese, meat etc).
- 17) Please ask before taking food out of the freezer and cooking it.
- 18) If students spill or make a mess, they need to clean it up immediately.
- 19) It is our preference that the students do their own laundry. If this does not fit in with the needs of the family, please arrange a time that will be convenient for the host family.
- 20) Please take time to acquaint yourself with house rules. Be sensitive to the routine and rules of the family. In most cases house rules override Launch rules. Please check with your intern if you have any questions.
- 21) The staff makes frequent contact with your host homes regarding any issues that they would like to discuss. If you have any concerns about your home situation, out of courtesy, please do not discuss this with anyone but your intern.
- 22) Open up at home within the confines of confidentiality.

23) There are some simple ways that you can bless your houseparents. Please refill the ice cube trays, don't leave piles of things lying around, re-make the juice if you finish it, change the toilet paper roll and turn off the lights when you leave a room.

The wishes and authority of the students' parents/hosts need to be respected and their rules need to be obeyed. The students are asked to remember to pray for the parents/hosts daily. They have an incredible opportunity to love and to be loved.

5. Relationship Guidelines

Launch has a no dating policy for the entire year of training. These guidelines are designed to reduce distraction, strengthen the students' relationship with the Lord, and to protect their integrity as disciples. With these guidelines, it will be easier for them to get to know one another as brothers and sisters and become a unified group of disciples.

- 1) A date is when two people of the opposite sex arrange to get together, either alone or in a small group setting. There will be no pairing off of students of the opposite sex while in group settings (church services, daily routines, youth activities, social gatherings, etc.).
- 2) The affection shown to any individual is expected to be the same shown to all individuals. Attention means intention, so we ask that no special attention be shown to any member of the opposite sex for the duration of the Launch year.
- 3) A male and a female may not ride alone in a vehicle unless it is necessary for carpool and the Launch staff is aware of that need.
- 4) Phone conversations are to be kept at a surface, informational level.
- 5) Heart to heart conversations can happen in a classroom or other formal settings, but no personal information should be exchanged without a third party (preferably a leader) present.
- 6) Any questions regarding the guidelines for relationships need to be directed to the leadership of Launch.

- 7) We understand that feelings can develop for classmates throughout the year. We ask that if this is the case, you talk to a member on senior staff about it, not other classmates or interns.

6. Dress Guidelines

Launch students are ministers representing Jesus Christ. As Christians, the way we present ourselves to others affects the way they perceive Christ, and may affect the impact we have upon them.

All students will be asked to maintain high standards of cleanliness, grooming and modest apparel. Christians should avoid any identification with any group that is in rebellion against God or society. We believe that men should refrain from any feminine appearance just as women should refrain from any masculine appearance.

1) General

- a. No tattoos or any other body marking may be acquired during The Launch year. We may ask for covering to be worn over certain types of existing tattoos.
- b. All clothes must be modest, not tight, clean and kept in good condition.
- c. Classroom setting - Casual dress (Jeans are acceptable most class days. We will ask everyone to dress a bit more formally when we have special speakers. You will be given clear instructions when the time comes). No sweats or yoga gear. Hats are acceptable as long as they don't have visors that cover the eyes.
- d. Business Casual – Nice jeans or dress pants, dress shirt (polo or collared shirt for men), dress shoes or sandals. No sweatshirts, zippies, t-shirts, running shoes or plastic flip flops.
- e. Work – Modest, suitable for painting, closed-toe shoes and no sweats.
- f. Exercise – Modest. Sweats or yoga gear needs to be loose fitting.
- g. Avoid T-shirts with messages that are suggestive or that promote bands, pubs, alcohol, tobacco, or weapons. This includes work shirts.
- h. Jeans/pants must be loose fitting. No writing across the backside.

- i. Shorts may be worn during the summer time, but they must be modest. No cut-offs, short-shorts or tight shorts.
- j. Modest, one-piece bathing suits or tankinis for women and modest shorts for men when swimming or boating.

2) Male students

- a. Men are asked to groom in a clean manner.
- b. Hairstyle and colouring must be conservative and in good taste.
- c. Jewellery must be conservative: rings, watches, and simple neck chains only. No body piercing is acceptable.
- d. Sunday morning service – dress pants, dress shirts (tucked in), ties (optional), dress shoes, dress socks, nice jeans
- e. Youth/Young Adult services – casual.

3) Female students

- a. Hairstyle and colouring must be conservative and in good taste.
- b. Earrings may be in the ear only. If your ears are stretched, you need to wear plugs. No body piercing jewellery is acceptable.
- c. Sunday morning service – dresses, skirts, dress pants, dress capris, nice jeans, dress shoes and dress socks (when necessary). Dress and skirt length may be no shorter than three finger widths above the top of the knee cap. Leggings may be worn with dresses and skirts that are no shorter than five finger widths above the top of the knee cap. No flip-flops.
- d. Youth/young adult services – casual.
- e. No spaghetti straps, halter tops or racer backs.

7. Guidelines for Students Returning to Home Church

At the conclusion of their year at Launch, students from a church other than City Life Church will be encouraged to return to their home church. Some students may opt to stay for another year of training as part of our intern program. This decision will be made on an individual basis under advisement from, and in cooperation with, the families and the leadership from the student's home church.

8. Medical Policy

- 1) Each student is covered by general church liability and vehicle insurance should an injury occur on church grounds or while travelling.
- 2) If a student has any medical problems or chronic conditions, it is strongly suggested that they be under the care of a local doctor.
- 3) Treatment for any non-emergent conditions will need to be taken care of during the student's free time. We request that minor dental work or minor medical procedures be scheduled on Mondays or during vacations.
- 4) Out of town students may visit their houseparents' physician or find a walk-in clinic for any non-urgent illness or injury.
- 5) All students must provide proof of international coverage for out of country trips.

9. Miscellaneous Guidelines

- 1) Punctuality is a key in good leadership. All students are required to be on time for events scheduled in Launch.
- 2) Any type of extra-curricular commitment by a student must be approved ahead of time. The staff will monitor activities in order to protect the student's health. Illness due to exhaustion can result from a student's schedule being overloaded with outside activities.
- 3) If houseparents are going to be out of town at any time throughout the year, the student needs to contact a staff member ahead of time so that arrangements might be made for the student to stay with another family.
- 4) Students are asked to respect the Sabbath principle and give the staff a day off on Monday. Before calling or texting, the students need to ask themselves, "Is this an emergency?" or "Can the leader of the week answer this question?" This will ensure that the staff has a day to rest and prepare for the week.
- 5) Students need to follow proper government when giving and receiving prophetic words (this includes "I feel" statements). Words should be judged when they are given unless the person giving the prophetic word is a pastor or a recognized leader in the church. If a student wants to give a prophetic word of any sort, someone who is qualified to judge the word as they give it

- must accompany them. If no one is there to judge the word, the student needs to write it down and submit it to a leader before giving it.
- 6) Students may pray for and minister to those of the same gender only. If a student wants to pray for a member of the opposite sex they can ask a staff member to accompany them.
 - 7) Students are responsible to keep The Launch facility clean. Books and personal belongings need to be put in the lockers at the end of every class period. The classroom will be cleaned at the end of every class day.
 - 8) The office area is for staff use only. Please knock and wait to be acknowledged before entering any of the staff offices.
 - 9) Students are asked to show respect by being quiet near the church offices and The Launch offices.
 - 10) All church doors must be pulled closed and locked when leaving the church premises. Please make sure that all windows are closed and barred as well.
 - 11) Students are expected to practice basic self health care and hygiene.
 - 12) All occupants of a moving vehicle must wear seatbelts.
 - 13) You will be given time to study during the week. Please respect your classmates by keeping the noise level to a minimum so that they can concentrate. If you have questions, please direct them toward the leader of the week.
 - 14) The food in the fridge and the cupboards is not for personal consumption, so please bring condiments (i.e. margarine and ketchup) from home.
 - 15) Please have work clothes and work shoes here at all times. These clothes need to be able to get dirty and wet. You can leave them in your locker.
 - 16) No gum in class.
 - 17) You are allowed to eat your food during breaks and lunch hour. Please do not bring your food to class.
 - 18) We sell coffee for 25¢ at break time. If you would like to purchase some, please see the intern in charge of coffee.
 - 19) Please keep your lockers locked at all times.

10. Entering Student Requirements

- 1) Payment Description and Due Dates

- a. Deposit: \$500CAD (Canadian students) - This amount is due upon submitting an application and is refundable before orientation.
 - b. Semester #1: \$4500CAD (Canadian students) – This amount is due during orientation and is allocated to purchasing the resources for the year.
 - c. Semester #2: \$1000CAD (Canadian students) – This amount is due on or before January 3, 2019. Included in this amount is uniform, summer missions trips, conferences, and guest speakers
 - d. Carpool Expenses, approximately \$60.00 per month, will be collected from all students on a monthly basis.
- 2) Required Items to be Obtained Before Parent/Student Orientation Night:
- a. Photo Identification – Passport (required), Birth Certificate, Drivers License or Government Photo ID
 - b. Work shoes or boots
 - c. Work clothes (suitable for painting), work gloves
 - d. Foreign students will need the appropriate English/Foreign dictionary
 - e. Bible – please choose one of the following versions for memorization purposes: NIV, NAS, KJV, NKJV, NLT
 - f. School bag or backpack (able to fit in the overhead compartment of a bus)
 - g. Suitcase (no larger than 20"x10"x30")
 - h. Sleeping bag with nylon cover, pillow
 - i. Toiletries
 - j. Nice jeans
 - k. Black dress pants
 - l. White dress shirt
 - m. Sports shoes (non-marking soles)
 - n. Black casual shoes (conservative, non-marking soles)
 - o. Black Belt
 - p. Dress clothes for men – shirts, belt, dress pants, socks, dress shoes
 - q. Dress clothes for women – dress, skirts, slippers, dress pants, dress shirts, dress shoes, dress suits

- r. Modest swim wear and cover-up (one-piece or modest tankini for women – no tummies, we recommend wearing a tank top over swimsuits)
 - s. Sunblock – SPF 15 or greater
 - t. Flashlight and batteries
 - u. Travel clock
- 3) Required items for Launch outreach trips to be obtained before January 1:
- a. Tylenol, Aspirin or Ibuprofen
 - b. Pajamas – modest
 - c. Bug repellent
 - d. Thank you cards and stamps
 - e. Mini sewing kit
 - f. Lightweight jacket
 - g. Laundry soap
- 4) Suggested items for Launch outreach trips:
- a. Anti-bacterial handy wipes
 - b. Ear plugs
 - c. Travel iron
 - d. Camera
 - e. Air mattress
 - f. Sunglasses
 - g. Gravol (for motion sickness if applicable)