



Teen Challenge Application Checklist

Please make sure all documents listed are turned in as part of the application. Your application is not considered complete until all items are completed and/or returned.

- Written Application
- Medical Evaluation (physical, TB, STD/STI screen, possible blood screen)
- Signed agreement located at end of Student Handbook
- Signed "Work Therapy" Agreement
- Interview with TCHI Staff

Completed documents can be returned to:

Fax: (808) 965-9575

Email:

Men's Application Documents: tchihawaii@gmail.com

Women's Application Documents: 808tchi@gmail.com

Thank You!

Office use only:

<i>Interviewing Center</i>	<i>Interview Date</i>	<i>Induction Date</i>	<i>Island from</i>	<i>Dismissed Date</i>	<i>Split Date</i>	<i>Graduation Date</i>
1.	1.	1.	1.	1.	1.	1.
2.	2.	2.	2.	2.	2.	2.
3.	3.	3.	3.	3.	3.	3.

Teen Challenge of the Hawaiian Islands

Name _____ Address _____

City _____ State _____ Zip _____ Phone (____) _____

Sex at birth: M / F Birthdate (mm/dd/yyyy) ____ / ____ / ____ Age _____

Height _____

Ethnic background _____

Drivers License # _____ State _____

Social Security Card # _____ Do you have your Card Yes No

Other Valid I.D. Yes No What is it? _____

Do you own a car registered in your name? Yes No If yes, estimated value? _____

Legal Status:

Have you ever been arrested? Yes No If yes, for what? _____

Have you ever done jail time? Yes No _____

What type of institutions? _____

Are you on probation? Yes No Parole? Yes No

Have you been probated or committed to Teen Challenge by the Court? Yes No

Do you have any legal charges pending? Yes No If yes, where? _____

For what? _____

Do you have any outstanding warrants? Yes No If yes, where? _____

For what? _____

Probation or Parole Officer:

Name _____ Address _____

City _____ State _____ Zip _____

Phone (____) _____ Cell Phone (____) _____

Notify the Following when the student terminates the program:

Name _____ Address _____

City _____ State _____ Zip _____

Phone (____) _____ Cell Phone (____) _____

Miscellaneous Information:

Have you ever been in the military? Yes No

Are you currently receiving any type of disability or Social Security income? Yes No
Describe _____

Education: (Circle last year completed)

Grade School 1 2 3 4 5 6 7 8 **High School** 9 10 11 12 **College** 1 2 3 4 5 6+

Were you in any Special Education classes while in school? Yes No

If yes, describe _____

What other training have you had? (Include trade school) _____

Can you read? Yes No

Can you write? Yes No

Religious Background:

Church, if any, attended as a child _____

Are you attending a church now? Yes No If yes, which one? _____

Do you believe in God? Yes No Uncertain

Do you believe that by putting your faith in Jesus you can have eternal life? Yes No

Have you received Jesus Christ as your Savior? Yes No

Family Information

Marital Status _____ If married is your spouse willing to come for counseling? Yes No (Please bring a copy of your marriage certificate with you)

Children's names/ages _____

Who is caring for the children?

Name _____ Address _____

City _____ State _____ Zip _____ Phone (____) _____

Name _____ Address _____

City _____ State _____ Zip _____ Phone (____) _____

Your Parents Names _____ Address _____

City _____ State _____ Zip _____ Phone (____) _____

Other Relative's Name _____ Address _____

City _____ State _____ Zip _____ Phone (____) _____

Other Relative's Name _____ Address _____

City _____ State _____ Zip _____ Phone (____) _____

Other Relative's Name _____ Address _____

City _____ State _____ Zip _____ Phone (____) _____

In Emergency contact:

Name _____ Address _____

City _____ State _____ Zip _____ Phone (____) _____

Health Information: Have you ever had the following?

Tuberculosis Yes No present condition _____

Hepatitis Yes No present condition _____

Herpes Yes No present condition _____

Venereal Disease Yes No present condition _____

Body Lice Yes No present condition _____

Have you ever been tested for HIV/AIDS? Yes No present condition _____

Do you have any physical handicaps? Yes No If yes, describe _____

Are you presently taking any prescribed medication? Yes No
If yes, what _____

Have you ever been in a Mental Health Program? Yes No
If yes, describe _____

Have you ever been under psychiatric care? Yes No
If yes, describe _____

Medical Authorization Release

I hereby authorize TEEN CHALLENGE OF THE HAWAIIAN ISLANDS to make arrangements for any emergency medical assistance that may be required due to illness or injury on my part. As well as the release of my medical history that is in my application.

Dated: _____ Signed: _____

Confidential Release

I hereby grant a full release of any information in your files whether it be confidential or otherwise restricted from public access to TEEN CHALLENGE OF THE HAWAIIAN ISLANDS. I further grant TEEN CHALLENGE OF THE HAWAIIAN ISLANDS the right to have conferences, including telephone conferences, with your agency or affiliates for purposes of discussing said information in your files or otherwise obtaining needed information for purposes of effecting satisfaction of the needs and purposes of TEEN CHALLENGE OF THE HAWAIIAN ISLANDS.

Dated: _____ Signed: _____

Sexual/Moral Standard

Teen Challenge of the Hawaiian Islands upholds Christian, biblically based moral standards. In our teaching and in practice observed by staff and students, all forms of sexual activity outside of marriage between a husband and a wife are inappropriate and outside the bounds of what God has ordained. Therefore, adultery, extra marital sex, either heterosexual or homosexual, will not be allowed while in the Teen Challenge of the Hawaiian Islands program. I have read this and agree to abide by this policy while I am at Teen Challenge of the Hawaiian Islands.

Dated: _____ Signed: _____

**Student Acknowledgement and Agreement
regarding Work Assignments**

Statement of Student

1. I understand that if I am admitted as a student I will be required to participate in the Teen Challenge of the Hawaiian Islands Work Therapy Program.
2. Part of the Teen Challenge of the Hawaiian Islands Program is the Work Therapy aspect. This includes but is not limited to: Landscaping, Animal Care, Household Chores, Maintained, Auto Care and Cleaning, etc. on/at the Teen Challenge of the Hawaiian Islands Facility as well as volunteer work projects for the community and individuals.
3. I understand that the Teen Challenge of the Hawaiian Islands Work Therapy Program addresses the importance of my work assignments in helping to build in me the Biblical values of a good work ethic and the character of a responsible, upright individual.
4. I understand that if I am admitted to Teen Challenge of the Hawaiian Islands as a student I will be performing work assignments not as an employee; but, solely for my benefit to further my spiritual growth, maturity, character development, recovery from substances and a preparedness to go back into the work place.
5. Accordingly; by signing this **Agreement**, I am not applying for a position of employment with Teen Challenge of the Hawaiian Islands, and if admitted as a student into the program, I understand I will not receive any compensation or in-kind benefits in exchange for the performance of my work assignments.
6. I further understand that if, I fail to perform my assigned work related tasks, Teen Challenge of the Hawaiian Islands may revoke my status and privileges as a student. Because, performance of work assignments are a consideration for the receipt of such status and benefits, as each student's participation in the Work Therapy Program, is a necessary and vital part of the recovery process.

Student Signature

Date

Printed Name

Teen Challenge Staff Signature

Date

Justice for All

Rules for acceptance and participation in the Teen Challenge of the Hawaiian Islands program are the same for everyone without regard to race, national origin, age, gender or handicap.

PERSONAL STORY & MEDIA RELEASE

In consideration of and as a condition to my admission to TEEN CHALLENGE OF THE HAWAIIAN ISLANDS Christian recovery and discipleship ministry (“the Ministry”), I hereby give TEEN CHALLENGE OF THE HAWAIIAN ISLANDS unlimited, but revocable worldwide right to use, publish and/or broadcast my name and personal story which I have related to TEEN CHALLENGE OF THE HAWAIIAN ISLANDS in whole, or in part, along with my voice, name, statements, testimonials, pictures, photographs and/or composite representations thereof for archival, educational, inspirational, advertising, publicity, promotion, news, documentary, print, broadcast, and in all electronic and other media. This grant includes the right to modify and edit any film, videotape, audiotape and photograph taken or made of me during my participation in the Ministry, and to use words, symbols, designs, illustrations, recordings or other communications elements in conjunction with it or them.

The Licensee will not use any information about me other than what I voluntarily and personally provide.

I agree that all recordings, video, film, photography, drawings or other images taken or made of me by the Licensee are owned by it and that it may copyright any such creative works. If I should receive any print, negative or other copy thereof, I shall not authorize its use by anyone else. I hereby waive my right to review or approve any of the above or the use to which they may be applied. The Licensee shall not be obligated to make use of any of the rights granted therein.

I hereby release, discharge and agree to hold the Licensee harmless from any claim, demand or liability attributable to any use or activity authorized herein, including without limitation any claims for defamation, libel or invasion of privacy or publicity rights.

I have read the above and I fully understand and agree to the contents thereof. This agreement shall be binding upon me and my survivors, heirs, legal representatives and assigns.

I understand that upon ninety days written notice from me to TEEN CHALLENGE OF THE HAWAIIAN ISLANDS, the Ministry will discontinue all uses and activities authorized above.

Dated: _____ Signed: _____

Civil Rights Waiver Acknowledgment

I, _____, understand that I have civil rights guaranteeing confidential communications by phone and mail, as well as exercising the religion of my choice. Teen Challenge of the Hawaiian Islands is an evangelical Christian discipleship ministry for those individuals with life-controlling problems. As such, I relax and submit to the ministry's expectations to attend Christian religious activities coordinated by the ministry. Further, for reasons of assisting me in dealing with my life-controlling problem, I understand the staff will regulate and monitor my communication. I voluntarily give my consent allowing the staff to exercise these procedures. I fully understand my rights and what I am waiving.

Student's Signature

Date

Signature of witness

Date

You will be asked to sign upon entrance into the program release of information for the following (when applicable): Probation officer, Judge, Attorney, Family Member, Spouse, any other applicable persons.

Medication Policy

Teen Challenge believes in the power of prayer to heal. T.C.H.I. does not allow the use of narcotics or psychotropic drugs while a student or intern. If you are addicted to a substance that causes withdrawal upon entering Teen Challenge you will not be allowed to use or "cut back" to detox. You may begin doing this on your own before entering Teen Challenge, but please discuss this with your medical doctor before doing so.

Drug History:

What substance(s) have you mainly abused? _____

Are you using it/them now? Yes No

How old were you when you first tried illegal drugs? _____

Drugs Abused	Yes	No	Are you using now?
Alcohol			
Marijuana			
Meth/Ice			
Cocaine			
Barbiturates			
Heroin/Opiates			
Hallucinogens			
Glue and/or Paint			
PCP			
Other(specify)			
Cigarettes			

What is your main problem as you see it? Why are you here? _____

What can we do? What are your expectations of this program? _____

Referred to Teen Challenge by: _____

Interviewer's name/comments: _____

Cost of the Program

Dear Potential Student:

The Teen Challenge program is not free. Teen Challenge is committed to raising the funds to cover the cost of your care. Therefore, you are responsible to an application fee.

You must pay the **Application Fee** prior to or upon entry of the program. The fee is \$100.00 for those applying within the state of Hawaii and \$500.00 for out of state residents. **This fee is nonrefundable.** All checks are to be made payable to: Teen Challenge of the Hawaiian Islands.

You must apply for food stamp benefits known as SNAP after entering the program and give Teen Challenge authorization to purchase and use food as the program sees fit for use.

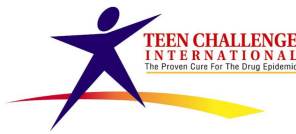
You must request help from family, friends and other support people by participating in sponsor a student letters.

You must participate in fundraising events and activities outlined by the director which may include car washes, choir outings, and various contract labor situations.

We require that you do your best to help in these ways. The whole program, including assisting with the cost of your care, will require you put forth a full effort. If you are absolutely unable to pay anything towards these fees Teen Challenge will work hard to find the support to provide for your care.

Sincerely,
Keith Jackson
Executive Director

I, _____, certify that I have read this “Cost of the Program” letter and fully agree to help to the best of my ability. I also agree to inform those that may contribute towards these fees of the guidelines mentioned above.



Residential Program Applicant's
Physical Examination

TO BE COMPLETED BY APPLICANT

Name _____ D.O.B. _____

Present illness/complaint/disabilities if any: _____

Allergies: _____

Medication currently prescribed & reason for use _____

History of chronic or major illness _____

Surgeries _____

Immunizations:

When was your last Tetanus immunization? _____

Did you have these childhood immunizations?

- DTaP Hep B MMR IPV Hib Varicella

Health History Checklist

- | | |
|--|--|
| <input type="checkbox"/> Head, spinal, or other serious injury | <input type="checkbox"/> HIV/AIDS |
| <input type="checkbox"/> Seizures, convulsions | <input type="checkbox"/> Hep C |
| <input type="checkbox"/> Fainting | <input type="checkbox"/> Diabetes |
| <input type="checkbox"/> Extensive Confinement by illness/injury | <input type="checkbox"/> Asthma |
| <input type="checkbox"/> Cardiovascular disease | <input type="checkbox"/> Cancer or tumor |
| <input type="checkbox"/> Tuberculosis | <input type="checkbox"/> Gastrointestinal ulcer(s) |
| <input type="checkbox"/> Syphilis, VD, Chlamydia, or Gonorrhea | <input type="checkbox"/> Rheumatic Fever |
| <input type="checkbox"/> Diagnosed Mental Disorder _____ | <input type="checkbox"/> Muscular Disease |
| <input type="checkbox"/> Other _____ | <input type="checkbox"/> Permanent disability from illness, disease, or injury |

Confidential Release

I hereby grant a full release of this medical information to TEEN CHALLENGE and its agents. I further grant TEEN CHALLENGE or its agent the right to have conferences, including telephone conferences, with your agency or affiliates for purposes of discussing said information for purposes of effecting satisfaction of the needs and purposes of TEEN CHALLENGE.

Signature _____

Date _____

Physician's Assistant, Nurse Practitioner, or Medical Doctor must complete everything on this page and sign at the bottom.

Vitals

Height: _____ Ft _____ In. Weight: _____ lbs Blood Pressure _____ mmHG
 Pulse _____ /min Temperature _____

General Appearance & Development (Including signs of drug abuse) Good Fair Poor

Physical Examination:

System	Negative	Positive Findings
Skin		
Head		
Eyes		
Ears-Nose-Throat		
Neck		
Thorax-Breast		
Heart		
Lungs		
Abdomen		
Back-spine		
Extremities		
Reflexes		

STD/STI screen negative positive _____
 HIV negative positive _____
 Hepatis A, B, & C negative positive _____
 Pregnancy negative positive _____
 TB Skin Test _____ If positive, check X-Ray results _____

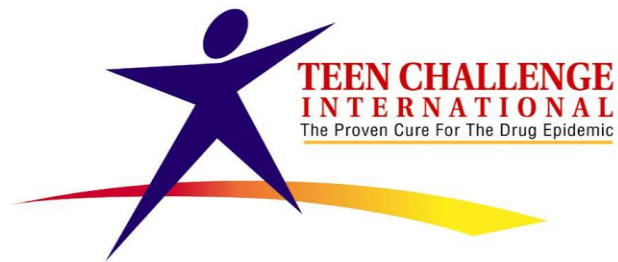
GENERAL COMMENTS AND RECOMMENDATIONS:

Medical Personnel Information:

Print Name: _____ Signature _____

Address: _____

Phone Number: _____ Date Examined: _____



Teen Challenge of the Hawaiian Islands
Christian Life School

Student Handbook

November 2016

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Introduction

Welcome to Teen Challenge of the Hawaiian Islands (TCHI). You will be with us for approximately a year. You will be required to obey all the rules and procedures governing the program. Upon your arrival, you will start in phase 1. In this phase you will be given an orientation session and assigned an advisor.

General Rules

1. The Student will submit all clothing and possessions to an inspection. Inspections may be at any time deemed necessary.
2. There will be a period of time for a new student to show growth and a true desire to change or he will be considered for dismissal. Areas of growth include spiritual progress, work attitude, classroom, helpfulness and kindness towards others, toward self, and toward God.
3. Your caseload advisor is your immediate supervisor and you are to channel all requests and problems through him. Final approval for all requests will be made by staff.
4. Chapel services, Bible studies, Prayer services, Public services and all other program activities are required and are not an option for students.
5. Every resident must bathe and brush his teeth daily. To conserve water and energy, and in consideration of others, limit your shower time to 5 minutes. No showers are to be taken before 5:30 a.m. or after 8:30 p.m. without permission.
6. If a student is married, he is not allowed to seek a divorce while in the program. If the student is single coming in to the program he must remain single until he has graduated the program. While a student is in TCHI he is not allowed to start any new female relationships.
7. In order to encourage and strengthen one another, all street talk, cursing, back biting, gossiping, jail talk and sharing of past experiences among the students-that is not edifying in nature- is to be stopped upon admission to TCHI.
8. Students shall not use another student's personal items. Students are not allowed in a staff room unless they have staff permission.
9. All buying, selling, borrowing, trading or donating of any belongings or personal items to students is prohibited, unless they have staff permission. Student's room door must remain open unless a student is changing clothes, and must be opened immediately after they are done changing clothes. After 9 p.m. The door may be cracked open no less than 6 inches.
10. All buying, selling, borrowing, trading or donating of any belongings or personal items to staff or interns is prohibited unless they have staff permission.
11. No eating of food or drinking of beverages in Chapel, Bible study areas, Classrooms, and Living quarters. The exception for eating in the student's room is for lay-ins (when they are sick). You are not allowed to eat snack food if you are laid-in. No chewing gum on TCHI grounds.
12. If a student leaves TCHI it is mandatory that he take all of his belongings. TCHI will not be responsible for any personal items left behind. Anything left behind will become the property of TCHI and will be distributed at our discretion. When students leave TCHI they will not be allowed to return to the program for a period

- of 60 days. After 60 days, the student will be eligible for re-admission, and then only at the discretion of the center director.
13. Absolutely no pets of any kind: fish, birds, dogs, spiders, etc.
 14. To keep the student from being discouraged or led astray, students are to cut off all communication with former students who have left the program under any circumstances other than graduation.
 15. When a student witnesses another student in sin, the witness student is to warn the student in sin that he has one hour to confess to his advisor. If he does not see his advisor, the witness has a responsibility to bring this to staff. (Eph 5:11 / Eze 33:1-6)
 16. Students may not approach a visitor, volunteers, advisory board member or church member seeking favors or personal gain. If you have personal needs, all requests are to be channeled through your advisor.
 17. Students are not allowed to have cell phones, pagers, camcorders, etc. while in TCHI.

Student Concerns and Grievance

All students will be given the opportunity to voice their concern whether negative or positive. These concerns are to be submitted in writing preferably to the student's advisor. These and other issues will be addressed in the student house meeting.

Student Grievance policy:

If a student has a grievance they should speak with their advisor while he is on duty. All complaints shall be acknowledged and documented within 24 hours or 72 hours on weekends. All grievances will be resolved within 7 days.

All students have the right to a humane and safe environment free from abuse neglect and exploitation. No student shall be detained against their will. They shall be granted dignity and personal privacy.

Probation and Parole

All students will be expected to cooperate with all law enforcement agencies. Any student who has court appearances, probation or parole meetings, or legal appointments will be required to provide proof that he is to appear, and he must provide the means and money for the trip to and from the destination. A student who knows he has a warrant must tell his advisor. Any court appointment may affect your pass time.

Out of Bounds

1. Students are not allowed to leave the grounds unless accompanied by an intern or given permission by a staff member.
2. All grounds are out of bounds after dusk. You are only allowed out if you receive permission from a staff member. Students are not to be outside before 5:30 a.m. unless instructed by a staff member.
3. Students are not allowed in the office unless you have an appointment or are on a special work detail.

Telephone

1. No new addresses or phone numbers other than your personal family are to be received while at TCHI.
2. Telephone calls must be placed and received during free time or weekdays between the hours of 5:00 p.m. and 8:00 p.m. And from Noon to 8:00 p.m. on the weekends. Exceptions to these times may be made for out of state students. Telephone calls are limited to 15 minutes' maximum.
3. Telephone calls will be made only to those on your approved communication list.
4. The use of the telephone is a privilege. The following is a schedule of phone privileges by phase.

Induction- two calls per week (either in or out) -after the initial 10days
Training Center- three calls per week (either in or out)

Mail and Packages

Mail will be handed out at the convenience of the staff. Packages will be opened in front of staff. No food items are to be received through the mail. There will be no receiving of secular magazines, CD's, or literature of any kind during your stay at TCHI. Any of these items that are brought into TCHI upon arrival are to be inspected by your advisor. All incoming and out going mail will be screened by staff and must have senders full name and address.

Visits and mail from girlfriends

You are not allowed to have a girlfriend while in Teen Challenge.

If you have children with a woman you are not married to, the situation will be evaluated by staff on a case by case basis.

Visits and Passes

1. No Student is to sit with any female other than his wife or immediate family member during public services, church services, and the Sunday visits.
2. The First Sunday of each month is normally Family Day. However, it may be necessary to change or cancel this periodically. Families may visit from 11:30 to 1:00pm if they attend a morning church service. When family visits they may either eat with Teen Challenge or bring food with them. Visits must be on church property.
3. Students cannot visit with other students' visitors unless he has his advisor's permission. No more than two students per visit.
4. There are no passes while a student is in Induction. Students may be eligible for passes when they move on to the Training Center in Oahu.

Dorm Rules

1. No heaters, coffee pots, hot plates, extension cords with out circuit breakers are allowed in student's room or work area at any time
2. Furniture is not to be moved from room to room.
3. You are not allowed to put holes in the walls of your room.

Facility Property

1. Carefully use and respect all furniture and property of the TCHI facility. No articles should be hung from light cords or any electrical cord.
2. There will be no adding or removing items from rooms without permission from Staff.

Bed Changes

Staff will assign beds. Students are not to ask for permission to change beds, and are not allowed to change beds with out permission.

Lights

1. Positively no candles or incense burning is allowed in the dorms.
2. The last person out of the room must turn off the lights.

Wake-up

Wake up time is at 6:30 a.m. every day.

No talking before wake-up. Breakfast is at 7:00 a.m. Students must be present for prayer at 7:30 a.m. Beds must be made after wake-up. Students are not allowed to lie back on their bed after wake-up. No radios, music, or loud noise before 7:00 a.m.

Quiet Time

1. Quiet hour is 9:00p.m. – 10:00 p.m. every night. During this time, students are not allowed to leave their rooms, unless using the restroom.
2. During quiet time, there is to be no talking, whispering, or music.

Television

1. No sitting on the back of the furniture in the TV room or putting feet on the furniture.
2. Television viewing is limited to sports, news, history, and Christian programs.
3. Television is not to be turned on unless given permission by an intern or staff.

Exercise

1. The church gym is available to students Monday, Wednesday, and Friday from 6:00-6:45 a.m. The gym is off limits during Yeshua Hours.
2. While using the gym, students must wear a shirt at all times.
3. No exercising in the house
4. Students must shower in time to eat breakfast.

Advisors

Your advisor is available only when they are on duty. If your advisor is off, the person on duty will call your advisor only in an emergency.

Rides

Students needing rides must clear it through their advisor. Not all rides will be approved. Emergency situations will be evaluated by staff on duty.

Roommates

Roommates are responsible to teach new TCHI students the everyday structure of the program including basic rules and the daily schedule.

Removing Supplies

There will be no removing supplies from the kitchen (i.e.) creamer, sugar, salt, utensils condiments etc. Students caught removing kitchen supplies will be put on discipline.

Finances

Students are not allowed to have more than five dollars on their person at any time. The student must make a request to have any funds above five dollars. Receipts for all purchases made must be turned in to account for all money. Students are not allowed to have more than \$100 on their books at any given time, unless authorized by their advisor. See general rules number nine.

Hair

1. Upon acceptance in the program, students may be required to get a haircut. Hair must not go past the shirt collar. No extreme hairstyles are allowed i.e. mohawks mullets, braided hair etc.
2. Students will shave daily upon entering TCHI. No Student is allowed to have a beard.
3. Sideburns must be trimmed to the bottom of the ear. Mustaches must be trimmed to the corner of the mouth.
4. No hair cutting is allowed in any bathroom, classroom or shower area

Work Time

1. Work is to be done as unto the Lord.
2. Students are to return to work promptly after breaks.
3. Clean and return all tools to their proper places and straighten up after completing all projects.

4. A student must never perform any job assignment in a manner that could endanger them self or others.
5. All safety hazards must be reported to staff immediately.
6. When through with a given job assignment, find your work supervisor to have your work OK'd and to receive another assignment
7. No one is to be in the dorm rooms during work call time except with permission.
8. All tools must be checked out with permission of staff and are to be returned to their proper place when the student is done using them.
9. No student is allowed to use or operate any power equipment, such as lawn mowers, power saws, etc. without permission of the Staff Supervisor.
10. No Student can drive a Teen Challenge vehicle. Only properly cleared and licensed interns and staff may drive Teen Challenge vehicles. (An exception may be made by the Director)

Family Emergencies

In the event of a family emergency such as a life-threatening illness or death, a student may be given time off at staff discretion. "Family" is defined as the student's parents, spouse, child, brother or sister, and Grandparent.

Dress Code

1. Church Bookings: Going to Church Bookings is a privilege. Dress shoes, slacks and a collared or Teen Challenge shirt must be worn. Ask staff which shirt is needed.
 Sunday Morning: Slacks or Nice Jeans, Dress shoes or nice tennis shoes, and a collared shirt.
 Sunday Night & Wednesday: Same as Sunday morning except nice shorts are permissible.
 Chapel: Same as Wednesday except nice t-shirt permissible.
2. Not wearing a shirt will be permitted during recreation time where it is appropriate not to wear a shirt. You must wear a shirt in all other areas and times.
3. Personal cleanliness will be maintained at all times. Showers must be taken daily; underclothing must be changed on a daily basis.
4. When in official areas (chapel, classrooms and offices) shirts with sleeves, socks and shoes, or sandals are to be worn. Chapel is a time of worship, and students are to be in appropriate dress and neat in appearance, especially for public services or while working in offices, unless permission is given by staff supervisor.
5. After recreation, proper cleanliness is expected before coming into the kitchen and dining areas.
6. No earrings are to be worn at any time.
7. Students participating in leading chapel activities (example: Worship team) must be dressed in appropriate church dress.
8. Sunglasses are permitted only in bright sunlight and are not permitted to be worn indoors.
9. Hats are not to be worn to Church (including Chapel).
10. No sagging of pants or showing underwear at any time.

Music and Electronics

1. Phase one students are not allowed to have electronics. No headphones are allowed.
2. Radios may be used for listening to news, sports and Christian programs only. You may not listen to any secular stations.
3. No teaching video/audio material will be allowed at TCHI other than those approved by staff.
4. All approved stereo equipment must be played quietly enough not to disturb the other students. These are not to be played during or after Quiet hour, before 7:00 a.m., or during study hall. They may be used during work hours only in approved places and with your work supervisor's permission

Laundry

1. One laundry day a week will be assigned to the students at which time all personal laundry of the student is to be washed.
2. You must remove all items from your clothes (i.e.) Ink pens, candy wrappers, change.

Medical Care

1. Appointments for doctors and dentists will be limited to cases that are emergencies only.
2. Before going to a doctor or dentist appointment, the student must have his advisor's approval.
3. Anyone going to the hospital or doctors must take his Bible to read while waiting to see the doctor or waiting for the ride home.
4. Appointments for chronic medical problems will be made at the convenience of TCHI. Appointments should be made for Monday afternoons. Transportation is not guaranteed. Payment is the responsibility of the student.
5. If a student is unable to participate in the regular TCHI schedule because of medical needs, he may be asked to leave the program to receive the medical attention needed.
6. Any student on sick status will be restricted to his room for 24 hours and can only leave to use the restroom, drink water, and take a shower once a day. This is known as a lay-in.
7. No one may lay-in unless he has approval of his advisor or staff on duty.
8. Students are not allowed to keep any medications in their possession or room. All prescription medications must be surrendered to the staff upon admission to TCHI or upon receiving it from a doctor. NO NARCOTICS or mood altering drugs are allowed at TCHI. It is the student's responsibility to inform his doctors that he can not receive this type of medication. All nonprescription drugs (i.e. aspirin, vitamins, etc.) must be approved by the advisor.
9. A student has the right to give informed consent to refuse treatment or medication and to be advised of the consequences of such a decision.

Discipline

Discipline is to help correct a condition that one may be having difficulty in correcting himself. It is used to help a person adjust to the Christian life and maintain good behavior by use of external limits until you can discipline yourself. All decisions regarding discipline are final. Student correction forms may be given out by interns, or staff. Student correction forms will be evaluated weekly at the staff caseload meetings and discipline will be determined based upon severity and frequency of the offense(s). General Discipline for rule infraction is:

1. No phone calls, TV or recreation.
2. Must be available for special work projects (doesn't include those on academic assistance).

Academic Assistance

If you are not doing well in your classes, academic assistance allows you to concentrate more on your studies. It is meant to be a time of study that you will use to get caught up on your class work. Academic assistance consists of Study Hall on Sunday and Wednesday afternoons during recreation times. If there is a scheduled function, you are excused until it is over, then you must return to Study Hall.

Minor Offenses

Those offenses that occur in the student's everyday living at TCHI that are not severe in nature, but require discipline to aid in the training and development of character in the student's life.

1. Personal Hygiene
2. Room Cleanliness
3. Late for classes or program functions
4. Listening to secular music
5. Food in the dorm rooms
6. Abusing phone call regulations
7. Laziness on work crew.
8. Any other offenses that staff considers minor in nature.

Discipline for Minor Offenses

1. Verbal warning
2. Writing a page or two pertaining to the offenses
3. Discipline or loss of privilege that pertains to the offense (e.g.-student talking on the phone longer than the allotted time would lose his next phone calls, etc.)

Major Offenses

1. Getting drunk or loaded while on pass or off grounds.
2. Smoking
3. Stealing
4. Purposely damaging or destroying T. C. Property.
5. Threatening or intimidating another student.
6. Consistent display of a negative, uncooperative attitude.
7. Not listening to interns or staff.
8. Making no progress in the program as determined by staff.
9. Consistently and Flagrantly disobeying those in authority.
10. Manipulating visitors for personal gain.
11. Out of Bounds as determined by the TCHI rules.
12. Threatening staff members or those in immediate authority over the student.
13. Any other offense that staff determines is a major offense.

Discipline for Major Offenses

1. General discipline, including extra work calls.
2. Being placed on contract
3. Public confession and apology depending on the nature of the offense.
4. Writing word for work books of the Bible or essays dealing with the particular problem.
5. A loss of time previously completed in TCHI or possibly beginning the program over again.
6. Memorization of scriptures pertaining to that particular problem or offense.
7. Indefinite general disciplines to more closely monitor the student's progress.
8. Discipline or loss of privileges in the area of the offense.
9. All major offenses are grounds for dismissal.

Dismissible Offenses

1. Being drunk or loaded on grounds and/or bringing alcohol or drugs on grounds.
2. Leaving TCHI and going off grounds without permission.
3. Physical contact with the intent to do bodily harm.
4. Consistently disobeying TCHI rules or displaying a negative uncooperative attitude as determined staff.
5. A student who is dismissed or leaves the program may not come to the public services, except by prior staff permission.

Children on Campus

In order to provide an environment that protects both the TCHI student and children while on campus, the following rules apply to children living on grounds or visiting:

1. Students are not allowed to discipline children. If there are children violating TCHI rules or misbehaving, contact their parents or a staff member immediately. Intervene only in the case of grave and immediate danger to the child's safety.
2. Children are not to be in the dorms, maintenance, kitchen, laundry room or alone in any room with out at least two (2) other persons.
3. Students are never to be alone with a child.
4. Children are not to ride in vehicles or on equipment with students. Students must not allow children access to power tools, or other tools that could cause injury.
5. Students must speak to and answer the children in a Christian manner.
6. Students should not initiate or encourage physical contact with the children, while at the same time not being offensive toward a child who may do so innocently.
7. Be an example of a gracious and mature Christian to the children.

Graduation Requirements

There are several areas that the staff has set as guidelines for determining whether a student is prepared for graduation. These guidelines consist of the following:

1. Spiritual progress and growth
2. Work attitude
3. Helpfulness and kindness toward others.
4. Sincerity toward God, others and self.
5. Completion of all assigned curriculum.
6. Settlement of all legal requirements
7. Completion of one year.

Student Acknowledgment and Acceptance of Rules

All Teen Challenge of the Hawaiian Island rules are subject to deletion, suspension, modification or additions at any time by approval of the director. These rules are set down as guidelines and are not a contract for graduation or continuation in the program. Graduation or dismissal from TCHI is completely at the discretion of TCHI, in conjunction with our purposes and goals.

I hereby, with signature as proof, acknowledge having read, understood and agree to TCHI rules and the above statement as a condition of acceptance into Teen Challenge of the Hawaiian Islands.

Signed _____

Date_____

TEEN CHALLENGE OF THE HAWAIIAN ISLANDS **—WORK THERAPY PROGRAM—**

The world-wide mission of Teen Challenge is to evangelize people who have life-controlling problems and initiate the discipleship process to the point where the student can function as a Christian in society applying spiritually motivated Biblical principles to relationships in the family, the local church, chosen vocation, and the community; and to help people become mentally sound, emotionally balanced, socially adjusted, physically well, and spiritually alive.

At Teen Challenge, one significant means of fulfilling that mission is our Work Therapy Program, which is a series of short-term, supervised work assignments that students perform during their time at the Center. During the course of this Program, Teen Challenge staff members interact with students in the process of reforming and maturing their character, overcoming sinful habitual patterns of behavior, and adopting a productive livelihood. The principal benefits derived by students are not compensation and in-kind benefits, but (1) awareness of sin and the need for regeneration, repentance, forgiveness, restoration, (2) freedom from reliance on controlled substances, (3) learning the value of and respect for authority, (4) developing habit patterns of regular schedule, work responsibility, and performance accountability that all are foundational to being a productive and responsible citizen. Although the work assignments may provide Teen Challenge with some offsetting revenue, any contributions or other funds received from beneficiaries of the work assignments are used exclusively to help cover the cost of staffing and operating the Work Therapy Program and as well as other expenses associated with a student's Teen Challenge Program.

Biblical Basis for Work Therapy Program

Teen Challenge's Work Therapy Program derives its inspiration from our belief in the Holy Scriptures, which views work as one of the central purposes for human existence. In the beginning, God worked, and placed man, who was created in His image, on the earth to "...Fill the earth and subdue it" (Genesis 1:28 NIV). Work was a principal means of reflecting God's image even before the fall by applying labor, skill, and creativity to make productive and fruitful and latent resources of the earth. After the fall, work did not become bad, only more challenging and difficult (Genesis 3:17-19). God designed work to be redemptive, allowing us to enter the joy of co-laboring with Him (1 Thessalonians 3:2). Work is the dominant enterprise of most healthy people in sound societies. Through the illumination and renewing of the mind by the Scriptures and the Holy Spirit, communion with God, the encouragement of fellow Christians, and God's grace, one may capture a vision of work as the blessing that God originally intended for man.

The Bible is filled with exhortations and illustrations concerning work

Diligent, hard work is associated with prosperity (Proverbs 10:4; 14:23), serving people in high rank (Proverbs 22:29), satisfaction in life (Ecclesiastes 2:24), and reaping eternal rewards (Colossians 3:23-24).

The Apostle Paul writes in his letters of the example he and others set working with their own hands to provide for themselves and those who labored with them (1 Corinthians 4:12). He encourages his readers to not be dependent on anyone, but, if possible, to work with their hands to provide for their own needs (Titus 3:14). Above all, Paul exhorts his readers to do everything as though God was the supervisor (Colossians 3:23).

Hard work is the fruit of a repentant lifestyle (Ephesians 4:28) and wins the respect of the local community (1 Thessalonians 4:11-12). Where one has led a less than wholesome lifestyle involving anti-social behavior, there is further moral imperative to “make up for” the wrongs done by providing for oneself, and to have enough to give to those in need, through hard work (Ephesians 4:28).

One of the primary objectives of the Teen Challenge program is to encourage students to live in repentance from a self-destructive lifestyle. Participating in work assignments, therefore, is one means by which students may practice and develop the godly habit of a repentant lifestyle prior to their return to society.

In contrast, laziness is associated with poverty (Proverbs 10:4), destructiveness (Proverbs 18:9), and sinfulness (2 Thessalonians 3:6-8). One is considered worse than an unbeliever if he does not work hard and provide for his dependents (1 Timothy 3:1, 4-5; 5:8). Christians must avoid fellowship with “...every brother who is idle” (2 Thessalonians 3:6 NIV). If an individual “...will not work, he shall not eat” (2 Thessalonians 3:10 NIV).

Practical Application and Experience

The experience of Teen Challenge confirms these Biblical pronouncements, as we have found that work assignments often help surface unbiblical attitudes towards work, authority, God, and occasionally, racism, dishonesty, and disorganization, and reveal (at least in part) why students may have misused alcohol and/or other substances to cope with their failures. In exposing and addressing sinful attitudes, work assignments also provide Teen Challenge staff the opportunity to teach students the benefits and blessings of mature Christian character, in making the best of the same circumstances and honoring God in the process.

Work assignments also prepare students to live a productive life after they complete the Teen Challenge program. Students learn specific principles regarding a healthy work ethic such as:

1. Punctuality
2. Cheerfulness and willingness regarding work
3. Submission to authority
4. Collegiality and collaboration with fellow co-workers
5. Completing tasks and experiencing the satisfaction of work well done
6. Dealing with and overcoming failure
7. Taking initiative and seeding greater responsibility
8. Understanding the correlation between job production and future wages
9. Desire greater knowledge and skills within one's line of work

Accomplishing Our Mission

In summary, the Work Therapy Program permits Teen Challenge staff members to discern and disciple the character and behavior of our students. The Program also trains and equips our students to apply first-hand the lessons they are learning from staff members, as they seek to undertake a new drug-free, mentally sound, emotionally balanced, socially adjusted, physically well, and spiritually alive lifestyle upon their graduation from Teen Challenge.

Scriptures on Work

(Scripture from the New International Version)

Proverbs 10:4 – Lazy hands make a man poor, but diligent hands bring wealth.

Proverbs 14:23 – All hard work brings a profit, but mere talk leads only to poverty.

Proverbs 18:9 – One who is slack in his work is brother to one who destroys.

Proverbs 22:29 – Do you see a man skilled in his work? He will serve before kings; he will not serve before obscure men.

Proverbs 24:30-34 – I went past the field of the sluggard, past the vineyard of the man who lacks judgment; 31 thorns had come up everywhere, the ground was covered with weeds, and the stone wall was in ruins. 32 I applied my heart to what I observed and learned a lesson from what I saw: 33 A little sleep, a little slumber, a little folding of the hands to rest--34 and poverty will come on you like a bandit and scarcity like an armed man.

Ecclesiastes 2:24 – A man can do nothing better than to eat and drink and find satisfaction in his work. This too, I see, is from the hand of God...

1 Corinthians 4:12-13 – We work hard with our own hands. When we are cursed, we bless; when we are persecuted, we endure it; 13 when we are slandered, we answer kindly. Up to this moment we have become the scum of the earth, the refuse of the world.

2 Corinthians 6:4-10 – Rather, as servants of God we commend ourselves in every way: in great endurance; in troubles, hardships and distresses; 5 in beatings, imprisonments and riots; in hard work, sleepless nights and hunger; 6 in purity, understanding, patience and kindness; in the Holy Spirit and in sincere love; 7 in truthful speech and in the power of God; with weapons of righteousness in the right hand and in the left; 8 through glory and dishonor, bad report and good report; genuine, yet regarded as impostors; 9 known, yet regarded as unknown; dying, and

yet we live on; beaten, and yet not killed; 10 sorrowful, yet always rejoicing; poor, yet making many rich; having nothing, and yet possessing everything.

Ephesians 4:28 – He who has been stealing must steal no longer, but must work, doing something useful with his own hands, that he may have something to share with those in need.

Colossians 3:23 – Whatever you do, work at it with all your heart, as working for the Lord, not for men...

1 Thessalonians 4:11-12 – Make it your ambition to lead a quiet life, to mind your own business and to work with your hands, just as we told you, 12 so that your daily life may win the respect of outsiders and so that you will not be dependent on anybody.

2 Thessalonians 3:6-10 – In the name of the Lord Jesus Christ, we command you, brothers, to keep away from every brother who is idle and does not live according to the teaching you received from us. 7 For you yourselves know how you ought to follow our example. We were not idle when we were with you, 8 nor did we eat anyone's food without paying for it. On the contrary, we worked night and day, laboring and toiling so that we would not be a burden to any of you. 9 We did this, not because we do not have the right to such help, but in order to make ourselves a model for you to follow. 10 For even when we were with you, we gave you this rule: "If a man will not work, he shall not eat."

Titus 3:14 – Our people must learn to devote themselves to doing what is good, in order that they may provide for daily necessities and not live unproductive lives.

TEEN CHALLENGE OF THE HAWAIIAN ISLANDS
STUDENT ACKNOWLEDGEMENT AND AGREEMENT
REGARDING WORK ASSIGNMENTS

Statement of Student

1. I understand that if I am admitted as a student I will be required to participate in the Teen Challenge Work Therapy Program (work assignments).
2. I acknowledge that I have read and fully agree with Teen Challenge's description of its Work Therapy Program (work assignments); which, addresses the importance of my work assignments in helping to build in me the Biblical values of a good work ethic and the character of a responsible, upright individual.
3. I understand that if I am admitted to Teen Challenge as a student I will be performing work assignments not as an employee; but, solely for my benefit to further my spiritual growth, maturity, character development, recovery from controlled substances and a preparedness to go back into the work place.
4. Accordingly, by signing this **Agreement**, I am not applying for a position of employment with Teen Challenge, and if admitted as a student into the program, I understand I will not receive any compensation or in-kind benefits in exchange for the performance of my work assignments.
5. I further understand that if I fail to perform my assigned work related tasks, Teen Challenge may revoke my status and privileges as a student. Because, performance of work assignments are a consideration for the receipt of such status and benefits, as each student's participation in the Work Therapy Program (work assignments), is a necessary and vital part of the recovery process.

Teen Challenge Student Signature

Date

Name (print)

Teen Challenge Staff Signature

Date

Name (print)