



# School of Christian Studies

## Hospital Ministry

(E-04 - four hour elective)

### One-Day Class

This class is required for the diploma in Pastoral Ministry. This class may be chosen to fulfill one requirement for the certificate in Lay Ministry or the certificate in General Studies.

**REGISTRATION INFORMATION:** Please have registration(s) in to the office (with money included) one week before (Monday, April 20, 2020) the class date. You may register at the door, but lunch cannot be guaranteed as your registration will be after the deadline date.

**CLASS REQUIREMENTS:** See the reverse of this sheet.

**ONLINE REGISTRATION:** We are transitioning to Eventbrite for our online registration. Please visit [www.wvbc.org](http://www.wvbc.org) and scroll down to the SCS Upcoming classes' area and click to open. The link for class registration will be listed at the top of the page.

**Saturday, April 25, 2020**

Parchment Valley Conference Center  
in the Santrock Education Center

Instructor: Sarah McCloy, chaplain,  
Saint Mary's Medical Center

**Saturday, April 25, 2020**

Elkins First Baptist Church (\*See enclosure),

Instructor: David Hulme,  
Northeast Area Minister,  
West Virginia Baptist Convention

**QUESTIONS:** Please contact Donna at [snyder@wvbc.org](mailto:snyder@wvbc.org) or 304.422.6449.

Both classes will have the same requirements and schedule. Registration will be from 8:30 - 9:00 a.m. Class begins at 9:00 a.m. and will end at 2:15 p.m.  
Lunch and snacks are included.

## Fees:

Textbook:  
Pastoral  
Care in  
Hospitals  
by  
Neville  
Kirkwood

### Student-Receiving Credit:

Class: \$34.00 (+\$2.04 tax) single or  
\$44.00 (+\$2.64 tax) couple

Textbook: \$28.99

Shipping: \$3.27

Total: \$66.26 (+\$2.04 tax)/single  
\$76.26 (+ \$2.64 tax)/couple

### Audit/Graduate-No credit needed:

Class: \$27.00 (+\$1.62 tax) single or  
\$37.00 (+\$2.22) couple

Textbook: \$28.99

Shipping: \$3.27

Total: \$59.26 (+1.62 tax)/single,  
\$69.26 (+2.22 tax)/couple

### Hospital Ministry (E-04) Registration Form - April 25, 2020

Location: Please choose one.

\_\_\_\_\_ April 25, 2020 at Parchment Valley Conference Center with Sarah McCloy or  
\_\_\_\_\_ April 25, 2020 at Elkins First Baptist Church with David Hulme

Go to Meeting will not be available for this class.

Name: \_\_\_\_\_

(Couples may use one form.)

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

E-mail: \_\_\_\_\_

Amount Sending: \_\_\_\_\_ for ☐ Credit ☐ Audit ☐ Graduate AND ☐ Single fee ☐ Couple fee  
\_\_\_\_\_ for ☐ Credit ☐ Audit ☐ Graduate AND ☐ Single fee ☐ Couple fee

Please make check payable and mail to: School of Christian Studies, P.O. Box 1019, Parkersburg, WV 26102. If dropping off at our office and paying in cash, please bring exact change. We do not have change on hand at the office. Please have your registration and fee in to the office one week prior to the start of class.

↑ Please clip registration form portion and mail with your fee. ↑

Parchment Valley Conference Center Location

Course Requirements:

- ☆ Pay "For Credit" fee;
- ☆ attend entire class and participate;
- ☆ bring your textbook, Bible and note-taking materials to class;
- ☆ complete pre-class assignment (see below);
- ☆ complete post-class assignment (see below);
- ☆ and complete any additional assignments given by the instructor.

Pre-class Assignments:

1.) Read the textbook, Pastoral Care in Hospitals by Neville A. Kirkwood, by April 25, 2020.

2.) Send a signed statement to the instructor, Sarah McCloy, (scmcclo2@gmail.com or 633 15th St., Huntington, WV 25701) *saying you have read the book.*

Post-class Assignment:

1.) Write a 2-3 page paper (double spaced, Times New Roman 12 point font) about a hospital visit you make following the class on April 25. The paper is due by June 1, 2020. Please e-mail or mail your paper to the e-mail or mailing address listed in the pre-class assignment above.

2.) Please try to include the following in your paper: an outline of the visit, identified theological/religious themes and your pastoral interventions.

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Elkins First Baptist Church Location

Course Requirements:

- ☆ Pay "For Credit" fee;
- ☆ attend entire class and participate;
- ☆ bring your textbook, Bible and note-taking materials to class;
- ☆ complete pre-class assignment (see below);
- ☆ complete post-class assignment (see below);
- ☆ and complete any additional assignments given by the instructor.

Pre-class Assignments:

1.) Read the textbook, Pastoral Care in Hospitals by Neville A. Kirkwood, by April 25, 2020.

2.) Send a signed statement to the instructor, David Hulme, (hulme@wvbc.org or 322 Point St., Clarksburg, WV 26301) *saying you have read the book.*

Post-class Assignment:

1.) Write a 2-3 page paper (double spaced, Times New Roman 12 point font) about a hospital visit you make following the class on April 25. The paper is due by June 1, 2020. Please e-mail or mail your paper to the e-mail or mailing address listed in the pre-class assignment above.

2.) Please try to include the following in your paper: an outline of the visit, identified theological/religious themes and your pastoral interventions.

## *Price Increase, 6% Sales Tax for 2020 and Municipality Tax*

### **Price Increase**

The West Virginia Baptist Convention Bobby Wood School of Christian Studies will be raising their prices \$2.00 per class in 2020.

### **Six Percent Sales Tax**

State law now requires us to collect 6% sales tax on our in-person class fees. All registration forms will be updated to show the sales tax to add per class. In the fee section of your registration form, if it says "+ with a dollar amount," you must take the amount listed and add it to your fee. If you see the text "sales tax has been added to your fee" you will pay the fee as is and won't need to pay anything additional.

### **Municipality Sales/Use Tax**

Beginning immediately, certain municipalities (Elkins, Fairmont, Harrisville, Parkersburg and Romney) where some of our six-week and one-day classes are held will require us to collect an additional 1% sales/use tax. All classes where this occurs will have an insert in the mailing to tell you how much to add to your total fee.

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### ***\*ATTENTION:***

*If you are attending the Hospital Ministry (E-04) one-day class at the Elkins First Baptist Church location, please note: We are now required to collect an additional 1% tax (on top of the 6% state sales tax) on the class fee because Elkins has a sales/use tax.*

Please add the appropriate amount below to your total class fee:

Credit single: add .34, Credit couple: add .44,  
Audit single: add .27, Audit couple: add .37