



Student Agreement

While participating in the program I agree to the following rules.

A) Basic Rules

- 1) Not to damage walls, vehicles, tools, chairs, etc. Intentional damage may result in immediate dismissal from the program. (Students will be responsible for payment of damages)
- 2) Not to possess any weapons, lighters or matches.
- 3) Not to leave the group when on work details, at church, at recreation, at the doctor, dentist, court or at any other outing. I understand that if I leave the group, I have left the program.
- 4) I understand that a violation of these agreements or my refusal to complete a discipline will result in my dismissal from the program, even if I am mandated to the program or on probation.
- 5) To willfully strike a staff, alumni, intern, or a fellow student with the intent to inflict bodily injury will be cause for immediate dismissal.
- 6) Any student who walks off the job site is automatically dismissed from the program.
- 7) Not to horseplay, wrestle, shadow box or fight.
- 8) If you are caught bringing drugs or alcohol into the building it is an automatic dismissal from the program and you are not allowed to reapply for 30 days.
- 9) If you are caught bringing any nicotine products into the building, you will be given an extra 30 days in the program. Repeat offenses are grounds for dismissal.
- 10) Not to use drugs, alcohol, inhalants or nicotine.
- 11) Not to touch, answer or use any of the phones without staff permission
- 12) Not to wear gang colors, make gang signs or represent gangs in any way.
- 13) Not to use racial terms nor make fun of different ethnic or racial groups.
- 14) To complete the entire 12-month program.
- 15) Not to take anything that does not belong to me.
- 16) Not to personally receive any unemployment compensation benefits while in the program.

B) General House Behavior

- 1) To forfeit any belongings that I might leave behind if I leave the program and do not pick them up within 48 hours.
- 2) Not to touch or adjust any thermostats, phones, fans, air-conditioning units, sound equipment, radios televisions or any electronic device belonging to ATCGM without staff permission.
- 3) No contact with girlfriends, boyfriends, ex-wives, ex-husbands, or fiancés during the first month except for letters. After that time, it is at the staff's discretion to allow visits and phone calls.
- 4) Visitors may never give anything directly to a student. A violation of this rule will result in immediate termination of the visit and possible discipline.
- 5) To put my name on my luggage, if I have any, and store it in our luggage room.
- 6) To notify the staff of any court, probation, or parole problem etc.
- 7) To notify the staff immediately if I am sick, injured or have any ongoing medical problems. This includes cuts, scrapes, twisted ankles, jammed fingers, fevers, night sweats etc.
- 8) To stay in bed for the entire day if put on sick call by the staff.
- 9) To take my medication at the assigned times. All non-prescription medicines need doctors' note to exceed recommended dosage.
- 10) To allow prescribed medication to be dispensed by the staff.
- 11) To work diligently at all assignments, chores and activities.
- 12) Not to bring or use any credit cards.
- 13) To pray during prayer time and in a way that doesn't disturb others.
- 14) To wake up at the proper time each day and not to lay down on bed nor sit/lay until all scheduled activities are over. Proper sitting position on the bed is to be in an upright position with your feet flat on the floor.
- 15) To go to bed at the appointed time, to be quiet during quiet time and not to leave my bed except to use the bathroom after lights out.
- 16) Not to sleep, talk, laugh, eat or drink during prayer, chapel, class, study hall or church service.
- 17) The kitchen is off limits to students.
- 18) Not to purchase or read any books, magazines, newspapers, Christian or non-Christian without staff approval.
- 19) Not to make any requests of off-duty staff members.
- 20) Not to go to students to find out what our program's policy is. When in doubt ask a staff member.
- 21) To obey a staff member even if he denies my request and not to go to another staff member with the same request without the first staff member's permission.



- 22) Not to argue with a staff member, nor to talk back to him, but to always show proper respect for the staff member's position when talking with him.
- 23) Not to borrow anything from anyone without staff approval. This includes money, books, clothes etc.
- 24) Not to roam the building or enter other dorms or rooms without proper permission.
- 25) To always keep my closet and dresser area neat.
- 26) To always conduct myself in a gentlemanly manner.
- 27) Not to curse, use street language or a foreign language.
- 28) Not to talk about my past life or things that could cause others to stumble such as sex, drugs, gangs etc.
- 29) Not to sing, hum, whistle, rap or play secular songs.
- 30) Not to call people names or use nicknames.
- 31) Not to argue or complain about anything to anyone. If I have problems, I will bring it to the staff's attention.
- 32) Not to wear any type of hat while in the building.
- 33) Not to be involved in coarse jesting, crude jokes or practical jokes.
- 34) Not to flirt or start new relationships with females while in the program.
- 35) Not to change my marital status while in the program.
- 36) Not to give my name or address or phone number to anyone except for personal mail from approved individuals.
- 37) Not to get out of bed, disturb others or take a shower before the wake-up call.
- 38) To be in the dining room within three minutes for devotions before each meal.
- 39) To be on time for all activities and to be in place for prayer, chapel, class, work details, study hall, devotions and lights out.
- 40) To complete all class assignments, homework, and disciplines and to hand them in on time.
- 41) To call other students by the title "brother" and to always address the male staff as "brother" or "pastor" as their position might require and female staff as "sister".
- 42) To submit to any discipline given to me for the violation of these agreements.
- 43) When on sick call you will be given broth for meals.
- 44) If you are on sick call Friday, you will also be on sick call Saturday.
- 45) No working out in your rooms.

C) Kitchen/Dining Rules

- 1) Not to enter the kitchen or pantry areas except to perform assigned tasks.
- 2) Not to take any food or drink out of the kitchen or pantry areas. No food or drink is to leave the kitchen or dining areas at any time.
- 3) Not to store food or candy in my clothes or room.
- 4) Not to take more food than I can eat and to finish my meal completely before getting seconds.
- 5) Not to complain about the food.



- 6) Not to make special requests of the cook and not request extra portions from him or complain to him about the food or portions.
- 7) Not to trade or share my food or drink without staff permission.

D) Adult & Teen Challenge Greater Midwest Vehicles

- 1) Not to enter any vehicle without staff permission.
- 2) To be careful and courteous while riding in a vehicle to not distract the driver.
- 3) To ride in the same vehicle on the way to and from destinations.

E) ATCGM Property

- 1) To be considerate of all ATCGM property.
- 2) All fans and lights must be turned off when leaving your room.
- 3) Not to lean back on chairs.
- 4) Not to put my feet on furniture or walls.
- 5) Not to write on ATCGM property.
- 6) To notify the staff of any broken or damaged property immediately.
- 7) Not to open or close windows or exterior doors without staff permission.
- 8) Not to use any ATCGM equipment without staff permission.

F) Personal Hygiene

- 1) After wakeup call to shave, brush my teeth, make my bed and clean up my area before breakfast.
- 2) To shower at least once a day, to use deodorant.
- 3) To shave or use "magic shave" daily.
- 4) To keep my mustache trimmed to the bottom of the top lip.
- 5) To keep sideburns trimmed to the middle of the ear.
- 6) Not to wear a radical haircut or to request the barber to give a radical haircut. All haircuts must meet staff approval.

G) Church, Ministries & Other Outings

- 1) To abide by all the agreements, even when I am away from the ATCGM building. This includes;
 - i) Church
 - ii) Work detail
 - iii) Fund Raising
 - iv) Doctor Office
 - v) Court
 - vi) Field trips etc.
- 2) To be under the authority of staff at all times.



- 3) To be prepared for church, chapel and class by bringing the required materials such as Bible, books, pens, paper etc.
- 4) To participate in church, chapel, class and all activities to the best of my ability.
- 5) Not to sign any church registries or sign up for any catalogues, mailings etc.
- 6) Not to take church literature (except bulletin)
- 7) To use the bathroom before leaving for church or any activity and not use the bathroom until returning home.
- 8) To sit with the group at all services, tours, trips and activities.

H) Dress Code

- 1) To wear socks and shoes at all times. No slippers or sandals will be allowed during class, chapel, mealtimes, work details or at church. No gym shoes for church.
- 2) To wear a belt at all times unless the style of pants has no loops.
- 3) To be fully dressed at all times between breakfast and bedtime.
- 4) To never leave my dorm without being fully dressed.
- 5) Not to wear any t-shirts, tank tops or sleeveless shirts except during recreation or in-house work details.
- 6) No white t-shirts or under shirts to be worn as your primary shirt.
- 7) Not to wear any torn or ripped clothing.
- 8) To dress in a collared shirt, only top button open, jeans/pants, socks and shoes.
- 9) To keep my shirt fully tucked in and waistband visible.

I) Work Experience Program

- 1) If a student is fired from a job, he will receive a minimum of 30 extra days in the program. A student is also subject to dismissal at the staff's discretion. A second offense is automatic dismissal from the program.
- 2) Any student who uses the telephone without permission will receive 30 days extra in the program. They will also be subject to dismissal at the staff's discretion.
- 3) A student may only miss 3 days of work while in induction for being sick. The fourth time a student misses work the student will receive 30 extra days in the program. The fifth time a student will be dismissed from the program.

J) Dismissal from the Program

I understand that if I am dismissed from the program or leave by my own choice, I cannot return for at least 30 days and that ATCGM is not obligated to take me back. I must reapply for the program and pay another full entry fee, deposit money for return transportation and may have to get another physical exam.

K) Phone Calls

- 1) A student must be a resident in the program a minimum of 15 days before his first telephone call.
- 2) Students may receive calls only from those individuals listed on their approved list.
- 3) The only females you may receive calls from are those that are on your approved contact list.
- 4) Students may receive only one ten-minute incoming phone call on Saturday afternoons between 1p – 5p. Students can make outgoing calls on Sunday and Tuesday afternoons.
- 5) Students may not receive phone calls at any other time unless otherwise given permission by staff.

L) Mail

- 1) Students may receive mail any time after entering the program.
- 2) Students may only receive mail from approved individuals.
- 3) All mail will be opened in the presence of the staff and checked if necessary.
- 4) Any mail sent out of the facility without processing through the proper channels will result in discipline at the staff's discretion.
- 5) Mail is subject to the staff's approval.
- 6) Mail is a privilege – not a right.

M) Visitation

- 1) Visiting hours are on Saturdays only, from 1p – 5p.
- 2) Visits are allowed only after the student has completed 30 days in the program.
- 3) Only approved individuals may visit.
- 4) Visitors must dress modestly, or the visit may be refused.
- 5) Students are to be dressed appropriately with collared shirt tucked in shorts and a belt. Blue jeans and tennis shoes are acceptable attire.
- 6) All visitors must check in with the staff, read and sign a copy of the visiting rules before a visit will be permitted.
- 7) Visitors are never to encourage a student to leave the program prematurely. A student's success in overcoming his addiction is directly related to his willingness to complete the entire 12-month program.
- 8) Visitors who encourage a student to break our rules will lose their privilege to visit.
- 9) There is to be no cell phone use during visitations. Visitors must leave cell phones in their vehicles.



N) Gifts

- 1) Visitors should never feel compelled to bring gifts for the students.
- 2) Gifts must be presented to the student in the presence of a staff member, or with prior staff approval.
- 3) Students may not personally receive gifts of food, drink, snacks or candy.
- 4) Food items may be donated to the ATCGM program. The staff must approve the gifts. All gifts are considered donations to the program and will be distributed as the Director of the program designates.

O) Passes

- 1) Passes are a privilege, not a right. A pass may be reduced or cancelled by the staff if deemed necessary.
- 2) Passes may be denied if all required schoolwork curriculum is not current.
- 3) Passes will be allowed only after a student completes a pass request form and the form is approved by the staff.

P) Safety

In order to maintain a safe, drug free environment we reserve the right to search any student at any time. All property belonging to students brought onto the grounds are subject to search at any time.

Q) Fees

The \$1200 intake fee is non-refundable regardless of how long a student stays in the program. Students may keep money in a student account, but these funds must be kept to a modest/minimal amount. No student will be allowed to accumulate large amounts in his account. The funds in the account will not be released to a student who leaves the program prior to completion of the program. This money will be forwarded in the form of a money order to the address given on the application or returned to the sponsor.

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I have read and acknowledge all ATCGM Rules.

Student Signature _____