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## CROSSROADS TRANSITIONAL LIVING PROGRAM CODE OF CONDUCT OVERVIEW

In order to maintain a peaceful atmosphere which fosters healthy relationships and educational success, Crossroads Transitional Living Program has a strict Code of Conduct to be observed by all residents. Upon moving in, new residents have a 60 day probationary period in order to determine whether the new resident is ready to be part of our program or not. New residents within the probationary period may have their residency terminated at any time, without forewarning, if in violation of the following Code of Conduct.

Following this probationary period, in the event that a resident is in violation of a house rule such as missing curfew, engaging in conflict with another resident, or engaging in conflict with the staff through negative attitudes or disobedience, they will be placed on another probationary review period for 30 days. During this probationary period, if the resident being reviewed violates any rule for any reason at any time, their residency will be terminated immediately. This includes but is not limited to:

- 1. Engaging in conflict of any kind for any reason.** This includes initiating or instigating conflict, responding to instigation poorly, or escalating conflict into violence. It is highly recommended that if a resident is considering initiating conflict or responding poorly to instigation, that resident separate themselves from the other resident(s) until they are able to return to a state of peace and reconcile. Conflicts must be resolved quickly and amicably between the two involved parties or both parties will be at risk of termination regardless of who initiated.
- 2. Violating a house rule.** This includes being late for the 11pm curfew by even 1 minute without prior approval, inviting an unapproved male/female onto property or into the home at any time, using or possessing a controlled substance or alcohol, engaging in conflict with other residents, disobeying or showing disrespect of any kind to the staff, failing to help share the responsibility of keeping the living areas clean, or reluctance to participate in group dinners.
- 3. Having a negative or ungrateful attitude towards Crossroads Transitional Living Program, its staff or residents.** Although listed 3<sup>rd</sup>, this is the most grievous of the listed offenses. Crossroads Transitional Living Program has been developed by a team of caring people in order to house and provide for age-out and former foster girls. Any resident of Crossroads Transitional Living Program who cannot find it within themselves to be obedient, grateful, and have a positive attitude will be removed in order to give those who will be grateful the opportunity to reside here. A negative, gossiping, discontent, ungrateful attitude is the most destructive of all to this program and it is not welcome here as it removes peace from the home. Anyone who is truly unhappy here will be removed in order to welcome those who will be happy.

Overall, Crossroads Transitional Living Program Code of Conduct helps to ensure each resident has the opportunity to live in a peaceful home where they can focus on school and/or work without the emotionally traumatic effects of continual and unnecessary drama. We want each resident to love living here and our Code of Conduct helps to ensure that reality!



**HEALTH**

Describe your general health: \_\_\_\_\_

Please describe any physical limitations, disabilities, or health issues that you may have: \_\_\_\_\_

\_\_\_\_\_

Do you have any chronic illnesses? \_\_\_\_\_

Are you presently taking medication prescribed by a doctor? \_\_\_\_\_

If so, please explain: \_\_\_\_\_

**GUARDIAN INFORMATION (if applicable)**

Name \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_

Occupation \_\_\_\_\_

**ACADEMIC BACKGROUND**

Official academic transcripts from your high school is not necessary.

Name of High School attended \_\_\_\_\_

Graduation Date (Mo/Yr) \_\_\_\_\_

City, State, Country

\_\_\_\_\_

GPA \_\_\_\_\_ SAT/ACT scores, if applicable \_\_\_\_\_

**EMPLOYMENT HISTORY** (List most recent first)

Company \_\_\_\_\_

Manager \_\_\_\_\_

Position Held \_\_\_\_\_

Phone Number \_\_\_\_\_

Reason for Leaving \_\_\_\_\_

Dates of Employment \_\_\_\_\_

Company \_\_\_\_\_

Manager \_\_\_\_\_

Position Held \_\_\_\_\_

Phone Number \_\_\_\_\_

Reason for Leaving \_\_\_\_\_

Dates of Employment \_\_\_\_\_

**REFERENCES**

List names, addresses & telephone numbers of two persons (unrelated adults)

Name and Relation \_\_\_\_\_

Phone \_\_\_\_\_

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

Address \_\_\_\_\_

Name and Relation \_\_\_\_\_

Phone \_\_\_\_\_

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

Address \_\_\_\_\_

**CRIMINAL HISTORY**

Have you ever been arrested? Yes or No

If yes, Explain: \_\_\_\_\_ Were the charges dropped Yes or No

Have you been convicted of a felony? Yes or No

If yes, explain: \_\_\_\_\_

**FINANCES**

Explain your anticipated source of income (if any) while in Crossroads Transitional Living Program:

\_\_\_\_\_  
\_\_\_\_\_

What are your current financial obligations (i.e. student loan, credit card, car loan/insurance, cell phone, etc.)? Please list and explain.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**PERSONAL EVALUATION**

Please give an honest estimation of yourself in the following areas. Rate 1-10 (10 being highest)

- |                            |                                |                               |
|----------------------------|--------------------------------|-------------------------------|
| _____ Personal Discipline  | _____ Initiative               | _____ Spiritual Maturity      |
| _____ Making New Friends   | _____ Consistency/Faithfulness | _____ Finishing Projects      |
| _____ Leadership Abilities | _____ Listening                | _____ Submission to Authority |
| _____ Lifestyle Example    | _____ Positive Speech          | _____ Self-Confidence         |

\_\_\_\_\_ Response to Correction \_\_\_\_\_ Obedience

\_\_\_\_\_ Maintaining Friendships

\_\_\_\_\_ Financial Discipline \_\_\_\_\_ Punctuality

\_\_\_\_\_ Excellence in Homework

What tends to upset you the most?

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How much time do you spend watching TV?

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Internet / Video games / Movies?

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How do you generally spend free time?

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## **CODE OF CONDUCT**

As a member of the program you must commit to comply with all aspects of the Pledge of Honor in order to remain eligible for Crossroads Transitional Living Program.

### **CHARACTER**

I pledge to act as a positive example of Crossroads Transitional Living Program and carry myself as such.

### **AUTHORITY**

I pledge to be under the authority and covering of Crossroads Transitional Living Program and its leaders.

### **STUDY**

I pledge to study to show myself approved and grow in my knowledge and the instruction of the program.

### **STEWARDSHIP**

I pledge to be responsible in the area of my finances and all my financial commitments.

### **FAITHFULNESS**

I pledge to be prompt and faithful in my attendance to all meetings, activities, and church services.

### **PURITY**

I pledge to avoid immoral or illegal activities or engage in any behavior that is contrary to Biblical conduct and ethics.

### **FELLOWSHIP**

I pledge to be an encouragement to my fellow residents and build solid relationships with others.

### **LEADERSHIP**

I pledge to develop my leadership gifts by taking initiative, both verbally and practically.

### **FOCUS**

I pledge to prioritize my focus and recognize the importance of my school studies and my studies in the program and to plan accordingly to reflect these values.

### **EXCELLENCE**

I pledge to communicate a spirit of excellence in my speech, conduct, appearance, and attitude.



**CODE OF CONDUCT** (cont...)

I, \_\_\_\_\_ have read and agree to Crossroads Transitional Living Program Code of Conduct and program materials. I am fully committed to the requirements of Crossroads Transitional Living Program. I recognize that participating in Crossroads Transitional Living Program is a privilege and I should treat it as such. I also recognize that it is my own responsibility to succeed in the program. Furthermore, I understand that Crossroads Transitional Living Program leadership has the right to terminate my residency at any time for any reason they deem necessary.

I pledge to respect the leadership and understand their role is to assist in the further maturing of my character, the strengthening of personal disciplines in my life, the sharpening of my social skills and the development of life-long friends.

I pledge that if admitted to Crossroads Transitional Living Program, I will at all times conduct myself as a dutiful participant, faithfully and diligently adhering to Crossroads Transitional Living Program requirements, and promptly meet all obligations. I have thoroughly considered the time commitments, character expectations, and personal devotion required to succeed as a resident and I am willing to apply myself to these standards.

I hereby accept the entire Code of Conduct and agree that I will comply with the Code of Conduct to remain eligible for Crossroads Transitional Living Program.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Print \_\_\_\_\_ Date \_\_\_\_\_

## **APPLICATION ESSAYS**

Please answer the following questions to the best of your ability. Submit questions on a separate piece of paper.

Each answer should be a minimum of two paragraphs and a maximum of one page typed (12pt, double spaced).

1. Give a brief account of your personal history. Include what you perceive to be the most influential aspects of your story (i.e.— living situations, events that helped shape your life).
2. Explain your expectations of Crossroads Transitional Living Program and what areas you believe that it can help you in and what you would like to get out of the program.
3. Describe your three personal character strengths and areas of needed growth (weaknesses) and what changes you would like to see in these areas.

**RECOMMENDATION FORM: PROFESSIONAL REFERENCE**

(YOU MAY USE ANYONE THAT YOU HAVE A PROFESSIONAL RELATIONSHIP WITH i.e. – employer, teacher, administrator, etc.)

Name of Applicant (Last) \_\_\_\_\_ (First) \_\_\_\_\_  
(Middle) \_\_\_\_\_

The person named above is applying for admission to Crossroads Transitional Living Program. The program is character-based and supportive of good character ethic in the student's life, therefore, we request your cooperation in completing this form. All information will be held in strict confidence.

**SECTION 1: PLEASE ANSWER THE FOLLOWING QUESTIONS**

How long have you known the applicant? \_\_\_\_\_ Years \_\_\_\_\_ Months

In what capacity do you know the applicant?

\_\_\_\_\_

How well do you know the applicant? (Very Well - Well - Casually)

Does the applicant demonstrate character in his/her lifestyle? Yes or No

Please describe:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

In your association with the applicant what has been the level of commitment you have seen exemplified?

Faithful Inconsistent Other

Describe the applicant's leadership ability:

Prefers to follow      Makes some effort to lead      Good ability      Exceptional ability

What are the applicant's strong points (include special abilities)?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Has the applicant discussed or counseled with you concerning his/her interest in participating in Crossroads Transitional Living Program? Yes or No

What do you understand is the real motive for the applicant wanting to attend Crossroads Transitional Living Program?

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**SECTION 2: PLEASE RATE THE APPLICANT IN THE FOLLOWING AREAS:**

On a scale of 0 to 4 (0=low, 4=high), rate the applicant in the following areas:

0 = Unknown 1 = Deficient 2 = Average 3 = Moderate 4 = Superior

_____ Personal Discipline	_____ Initiative	_____ Spiritual Maturity
_____ Making New Friends	_____ Consistency/Faithfulness	_____ Finishing Projects
_____ Leadership Abilities	_____ Listening	_____ Submission to Authority
_____ Lifestyle Example	_____ Positive Speech	_____ Self-Confidence
_____ Response to Correction	_____ Obedience	_____ Maintaining Friendships
_____ Financial Discipline	_____ Punctuality	_____ Excellence in Homework
_____ Emotional Stability	_____ Judgment	_____ Compassion

Please comment:

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**SECTION 3: APPROVAL**

Do you fully approve of the applicant participating in Crossroads Transitional Living Program?  
Yes or No

Comments (Please describe any reservations or concerns):

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Signature

Date

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**RECOMMENDATION FORM: PERSONAL REFERENCE**

(YOU MAY USE ANYONE THAT YOU HAVE A PERSONAL RELATIONSHIP WITH i.e – guardian, friend, mentor etc.)

Name of Applicant (Last) \_\_\_\_\_(First) \_\_\_\_\_  
(Middle) \_\_\_\_\_

The person named above is applying for admission to Crossroads Transitional Living Program. The program is personal growth and development oriented, therefore, we request your cooperation in completing this form. All information will be held in strict confidence.

**SECTION 1: PERSONAL INFORMATION**

Name \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip-code \_\_\_\_\_  
Phone \_\_\_\_\_ E-mail \_\_\_\_\_

**SECTION 2: PLEASE ANSWER THE FOLLOWING QUESTIONS**

How long have you known the applicant? \_\_\_\_\_ Years \_\_\_\_\_ Months

In what capacity do you know the applicant?  
\_\_\_\_\_

How well do you know the applicant?    Very Well                  Well                  Casually

Does the applicant know Christ as personal Savior and Lord?    Yes    or    No

Does the applicant demonstrate character in his/her lifestyle?    Yes    or    No

Please describe:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

In your association with the applicant what has been the level of commitment you have seen exemplified?

Faithful    Inconsistent    Other

Describe the applicant’s leadership ability:  
Prefers to follow                  Makes some effort to lead                  Good ability                  Exceptional ability

What are the applicant's strong points (include special abilities)?

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_____ Response to Correction	_____ Obedience	_____ Maintaining Friendships
_____ Financial Discipline	_____ Punctuality	_____ Excellence in Homework
_____ Emotional Stability	_____ Judgment	_____ Compassion

Please comment:

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