

# Completed Class Report Form (R03)

**Please complete and return this form to Veritas College within 14 days of completing a class.  
Veritas College will issue certificates within 10 days of receiving this form.**

Facilitator and Church Details		Class Details	Official Use ID No: MW
Name of congregation/parish:		Which module:	Language:
Location of class: Station <input type="checkbox"/> Prayer house <input type="checkbox"/> Outstation <input type="checkbox"/> (tick box) Name: Presbytery:		Start date: (dd/mm/yyyy)	Completion date: (dd/mm/yyyy)
Address:		No of participants started:	No of participants finished:
District: Region: South <input type="checkbox"/> Central <input type="checkbox"/> North <input type="checkbox"/>		How many training sessions did you have?	
Facilitator: First Name  Last Name Title		How many hours of training in total?	
Tel: Mobile: E-mail:		Expected graduation date:	
Name of assistant facilitator (if any):		Comments:	
Name of mentor (if any):			

Participant Details who completed the class <i>(please write clearly)</i>							
	Title	First Names	Last Name	Address	Cert AT	Cert AC	Grade
1							
2							
3							
4							

5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							
16							
17							
18							
19							
20							

**Important!** We would very much appreciate if you could enclose the following:

1. Please describe the growth and changes in participants lives and ministry on a separate sheet
2. Please send us three testimonies from participants (translated into English)

**Certificates:** There are two types of certificates: Cert AT = Attendance or Cert AC = Achievement (please tick the correct column above)

If you need the Certificate of Achievement, please indicate the test grade and also complete the 'Participant progress/recommendation' form obtainable from the office.

**Return form to:** VC, PO Box 30906, Lilongwe 3 - Tel/Fax 01 773 173 - Mobile 0999 440 330 – E-mail: [adminmalawi@veritascollege.org](mailto:adminmalawi@veritascollege.org)