



APPLICATION FOR ADMISSION

MASTER OF DIVINITY (M.DIV.) PROGRAM

MASTER OF ARTS (M.A.) PROGRAM

MASTER OF THEOLOGICAL STUDIES (M.A.) PROGRAM

NEW JERSEY CAMPUS

35 Seminary Place
New Brunswick, NJ 08901-1196
732.247.5241
Fax 732.249.5412
admissions@nbts.edu

NEW YORK CAMPUS

St. John's University
St. John Hall, Room B36
8000 Utopia Parkway
Jamaica, NY 11439
718.990.6000 • Fax 718.990.5932

Application Requirements • Masters Programs

Checklist	
<p><i>All Required Forms with Fees can be submitted any time but must be received no later than two months prior to the semester for which application for admission is being made. (Undergraduate students may apply during senior year in college or subsequent to graduation.)</i></p> <p><i>In order to complete your application NBTS must receive all documents and fees at this address:</i> Office of Admissions New Brunswick Theological Seminary 35 Seminary Place New Brunswick, NJ 08901</p>	<p><input type="checkbox"/> Application Form (attached)</p> <p><input type="checkbox"/> Background Check Inquiry Release Form (attached)</p> <p><input type="checkbox"/> \$50 Application Fee (non-refundable)</p> <p><input type="checkbox"/> \$25 Background Check Processing Fee (non-refundable)</p> <p><input type="checkbox"/> Signed and dated Student Certification Form (attached)</p> <p>Make checks/money orders payable to NBTS. PayPal/credit cards accepted.</p>
<input type="checkbox"/> Transcripts	Please provide official transcripts of <u>all undergraduate courses</u> , including current courses when completed. See "Transcript" information below.
<input type="checkbox"/> Two Recommendations (Forms Attached)	<p>MA & MTS applicants: Two forms from professors or job supervisors who know your work well.</p> <p>MDiv applicants: Three forms (two as for MA applicants, plus a third recommendation from your pastor)</p>
<input type="checkbox"/> Personal Statement	Approximately 5 double-spaced pages. See instructions below.

Transcripts
<p>(a) If your earned bachelor's degree includes transfer credits from another institution, you must submit an official transcript from each institution.</p> <p>(b) If you are currently finishing your undergraduate degree, have your latest transcript sent, and have a second transcript sent that confirms the date once the degree is conferred.</p> <p>(c) If you have a professional or other graduate degree(s), please provide a transcript(s) if you wish the credits to be considered for transfer to NBTS.</p> <p>(d) Non-traditional applicants: You must complete all four required courses and submit an official transcript when you apply.</p> <p>All transcripts should be sent <u>directly to the Office of Admissions at NBTS</u> from the registrar of the institution.</p>

Recommendations

All applicants are required to have two recommendations sent to NBTS from professors or job supervisors who know your work well. Master of Divinity applicants must have a third recommendation from your pastor (forms attached).

1) _____ / _____
Name of Referee Phone number / e-mail address

2) _____ / _____
Name of Referee Phone number / e-mail address

For Master of Divinity applicants:

3) _____ / _____
Name of Recommending Pastor Phone number / e-mail address

Personal Statement

A) 1200-1800 word personal statement on the following questions:

- Describe your spiritual journey that prompted you to seek further theological education.
- What are the two most challenging books you have read (not including the Bible) and how have they had an impact on your life?
- What are your aspirations for your educational process in a seminary that celebrates inclusion?
- What do you envision as your work in ministry and the community after graduation?

B) In 500 words or less respond to the following question.

All learning currently involves the use of technology. How do you use technology in your daily life and what are your growing edges for learning in a technological world?

Student Certification

As an essential part of the admissions process, applicants are requested to provide several kinds of information regarding their personal and academic background. Failure to make written disclosure of information solicited on the application form, or misrepresentation in the information supplied, constitutes a *prima facie* basis for denial of admission. Where omissions or misrepresentations come to light after matriculation at the Seminary, and are reasonably believed to cast doubt upon the student's suitability for theological study, he or she is subject to dismissal.

By my signature below, I certify that I have read the above statement and that all the information on this form is true and complete to the best of my knowledge.

Applicant's signature _____ Date _____

In order to complete your application for the Masters Degree programs, NBTS must receive all documents and fees at this address:

**Office of Admissions, New Brunswick Theological Seminary
35 Seminary Place, New Brunswick, NJ 08901**

Personal Information

Name _____
(Last) (First) (M.I.)

Current mailing address: _____

Permanent address: (if different from above): _____

Phone (check preferred number): Mobile (____) _____ Home (____) _____
Work (____) _____

E-mail address: _____

Date of Birth: ____ / ____ / ____ ☐ Female ☐ Male

Social Security Number: _____

Are you a US Citizen or permanent resident? ☐ Yes ☐ No Are you currently in the US? ☐ Yes ☐ No
If you are not a US citizen or permanent resident, and are now in the US, what is your current visa/status?

Do you need the nonimmigrant student form (an I-20) to apply for an F-1 visa abroad or to transfer F-1 status to NBTS from another school in the US? ☐ Yes ☐ No Note: F-1 Students must document the ability to fund their entire program of study and living expenses while at NBTS.

Are you currently employed? ☐ Yes ☐ No ☐ Full-time ☐ Part-time

If yes, name and address of employer: _____

How did you learn about NBTS? _____

Expected term for Seminary entrance: ☐ Fall ☐ Spring Year _____

Degree program:

- ☐ **Master of Divinity**
☐ **Master of Arts**, concentration in Pastoral Care and Counseling
☐ **Master of Theological Studies**

Campus: ☐ New Brunswick ☐ New York (at St. John's University) [M.Div. & M.A. only]

Will you attend: ☐ Full time (12 credits or more per term) ☐ Part time (less than 12 credits per term)

Do you wish to apply for federal student loans?* ☐ Yes ☐ No (U.S. citizens/permanent residents only)

Do you wish to apply for NBTS scholarships?** ☐ Yes ☐ No

Do you wish to apply for Seminary housing if available? ☐ Yes ☐ No

If you check 'yes', to any of the above, we will mail you detailed information once you have been admitted.

*Stafford loan eligibility: Applicants must be US citizens or legal permanent residents; admitted to full NBTS degree programs (not special, non-degree, or limited enrollment students); registered for at least six credits per semester.

**Scholarship eligibility: Most awards are based on demonstrated financial need.

Church Information

Specific denominational affiliation _____ Website _____

Local church membership _____
(Church name and website)

(Address) (telephone number)

(Pastor's name and e-mail address)

Applicants who are members of the Reformed Church in America:

Are you enrolled with Classis as a candidate for the Ministry? ☐ Yes ☐ No

If yes, name of Classis _____

Has your Classis applied for a Certificate of Fitness for Ministry for you? ☐ Yes ☐ No

Scholastic Information

A bachelor's degree is required. From which undergraduate institution did you receive your bachelor's degree? *

Institution _____

Degree received _____ Date (to be) received _____

If you have a graduate or professional degree(s), from which graduate institution did you receive it (them)?
Provide a transcript only if you wish the credits to be considered for transfer to NBTS.

Institution _____

Degree received _____ Date (to be) received _____

Institution _____

Degree received _____ Date (to be) received _____

Please list **all** other currently and previously attended colleges, universities, and graduate institutions.
(Include city and state, and the dates of attendance)

*Under extraordinary circumstances, a student without a bachelor's degree may be admitted on probation to the Master of Divinity program (See next page).

Admission of Non-Traditional Students

A limited number of non-traditional students may enter the Master of Divinity program or the Master of Theological Studies program without a bachelor's degree. (Subject to possible waiting list.)

Admissions Requirements for Non-Traditional Students include:

1. All of the requirements for the *Master of Theological Studies* or *Master of Divinity*
2. Age of applicant must be at least 40 years old. I am at least of 40 years of age – ☐ Yes ☐ No
3. Demonstrate distinguished service to the church and vocational commitment to professional ministry. Please indicate number of years in ministry: _____
4. Complete four college courses from the areas listed below with a grade of "B" or better at an accredited college or university. Please check the four courses you have completed:
 - ☐ English composition
 - ☐ History
 - ☐ Philosophy
 - ☐ Behavioral sciences (psychology, sociology, or anthropology)
 - ☐ Literature

Official transcripts must be forwarded by the institution to Admissions Office.

Academic/Supervisory Recommendation

TO THE APPLICANT: Please provide the information requested on the top of the form, then give the form to the person giving you a reference, along with a stamped envelope addressed to:

Admissions, New Brunswick Theological Seminary, 35 Seminary Place, New Brunswick, New Jersey, 08901

Name of Applicant _____

Degree Sought _____ Person writing recommendation _____

I hereby _____ WAIVE _____ DO NOT WAIVE my right to access to this recommendation in the event that I become a student at the institution and am accorded this right.

Applicant's signature _____ Date _____

Please comment briefly below, indicating the ways in which you know the applicant and the relationship that has formed the basis of your judgment. We will appreciate your candid evaluation of the applicant's intellectual ability, maturity, sense of responsibility, character, emotional stability, and any other factors that may determine readiness for graduate study in Theology and effectiveness in a position of leadership in ministry.

Signed _____ Date _____

Name Printed _____

Title/Position _____

Address _____ Phone _____

_____ E-Mail _____

Academic/Supervisory Recommendation

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Signed _____ Date _____

Name Printed _____

Title/Position _____

Address _____ Phone _____

_____ E-Mail _____

Pastor's Recommendation

(for Master of Divinity applicants)

TO THE APPLICANT: Please provide the information requested on the top of the form, then give the form to the person giving you a reference, along with a stamped envelope addressed to: **Admissions, New Brunswick Theological Seminary, 35 Seminary Place, New Brunswick, New Jersey, 08901**

Name of Applicant _____

Degree Sought _____ Person writing recommendation _____

I hereby _____ WAIVE _____ DO NOT WAIVE my right to access to this recommendation in the event that I become a student at the institution and am accorded this right.

Applicant's signature _____ Date _____

Please comment briefly below, indicating the ways in which you know the applicant and the relationship that has formed the basis of your judgment. We will appreciate your candid evaluation of the applicant's intellectual ability, maturity, sense of responsibility, character, emotional stability, and any other factors that may determine readiness for graduate study in Theology and effectiveness in a position of leadership in ministry.

Signed _____ Date _____

Name Printed _____

Title/Position _____

Address _____ Phone _____

_____ E-Mail _____