APPLICATION PACKET



GRADUATE SCHOOL OF THEOLOGY

Master of Arts in Biblical Studies Master of Arts in Ministerial Studies

Applicant's Full Names in Upper Case

Application Instructions

Submit completed application with the respective components and application fee (P350) to Assembly Bible College (ABC). Before your application for admission to the Graduate School of Theology (GST) is processed, all the components required for the admission status you are seeking must be reviewed by the Dean of the Graduate School. Your application will be considered incomplete and will not be processed without *all* the items indicated below for the applicable admission status.

Components Included in Packet

Application for Admission for Master of Arts Reference Form: Pastor (or other church leader)

Reference Form: Educator or employer

Transcripts of all degree-level work completed

Checklist of Application Components Required and Submitted

Refer to the current Graduate Studies Catalog for admission status, program options, and requirements of the Graduate School of Theology. The following component requirements checklist is provided for your convenience.

Admission Status Requested			Components Required			
Master of Arts in Biblical Studies			Application fee (P350)			
	Broad Field Plan		Application for Admission for Master of Arts			
	New Testament Concentration		Reference Form: Pastor (or other church leader)			
Master of Arts in Ministerial Studies			Reference Form: Educator or employer			
	Broad Field Plan		Transcripts of all degree-level work completed			
	Education Concentration					
	Intercultural Studies Concentration					
	Leadership Concentration					

ASSEMBLY BIBLE COLLEGE Graduate School Of Theology E-mail: gstsupport@abcbots.org

Graduate School of Theology 252 BRINKS ROAD, Sefoke Ward, Tlokweng, Lot 12141, Tel: +267 392 8439, Fax: +267 392 8305

OFFICE USE ONLY:	
Student No.	
GST Office Code: ABC	
Study Method: Block Release	

Theology E-mail: <u>gstsupport@abcbots</u>	.org	Tel: +267 39 392 8305	92 8439,	Fax: +267	Study Method	d: 🗆	Block Release		
API	PLICATION F		SION FO	R MASTEI	R OF ARTS				
TYPE OR PRINT IN INK. Answer all ques of application fee (P350) and all require other fees with application.) Account Na Code: 001 Swift Code: BARCBWGX	d components	s to your Grad	duate Sti	udies Group	director. (Do n	ot inclu	ide payment for any		
MA in Ministerial Studies (240 credits)	l Studies (240	s (240 credits) Special Stud				dent (maximum of 60 credits)			
☐ Broad Field Plan	d Plan	☐ Consideri				ing applying for full admission			
☐ Education Concentration	ament Concent	centration Personal 6				enrichment			
☐ Intercultural Studies Concentration			☐Transfer o				credit to another school		
☐ Leadership Concentration			School na						
PERSONAL INFORMATION. Previous st	udies with Ass	sembly Bible	College	☐ Yes	□ No				
Student No. (Former Assembly Bible Co	ollege Student	ts Only)				-			
Family/Last Name						_	PASSPORT		
						_	STYLE PHOTO		
Maiden Name (if applicable)							(Applicant Only)		
First Name									
Middle Name	Middle Name Date of Birth: As (10JAN1970)								
Title:									
Marital Status: ☐ Single ☐ Marri☐ Divorced	ea 🗀 widowe	a Ge	ender:	☐ Male	☐ Female				
Home Address:									
Country of Residence:						-			
E-mail:	Co	Country of Citizenship:							
Primary Language Spoken:				Primary Pho	one:				
Present Occupation:			Other Phone:						
Are you using: USA VA military be	nefits?	□ Yes □ N	lo	Fax:					
Primary Religious Affiliation	Ministerial (Credentials	☐ Yes	□ No		uoy bik	hear of Assembly Bible		
Other Protestant Country			College?						
						/Pastor			
Roman Catholic Other (specify)	District			Friend					
						et (specify)			
REFERENCES. List the names and addre family members and who can verify you									
Pastor/Church Leader Name		Address							

Educator/Employer Name A			Address							
ACADEMIC INFORMATION. An officia	al transcript is required fro	m each	school wh	ere degree work w	as done.					
Name of School	City/State/Country		Dates Attended Major Degree(s))		
Educational Objectives (what you are	ovnocting to gain from st	udios)	TILLE CI	DE FOR OFFICE I	ICE ONLY:					
Educational Objectives (what you are	e expecting to gain from st	uuies)		DE FOR OFFICE				1		
			GST Office Code (3 alpha					(
			charact	ers)		'`				
Do you have a personal computer?	☐ Yes ☐ No		GST Direc	tor Signature		(da/l	MON/	year)		
Do you have high-speed Internet acce	ess? 🛘 Yes 🔻 No						, ,	,		
(If no, it is imperative to secure these)										
Please consider the following:			☐ Full Admission to Graduate School of Theology							
☐ Transfer of Graduate Credit from:			Comment:							
 If accepted as a student: I agree to the regulations governing the study program set forth by the Assembly Bible College catalog in effect during the year in which I am applying and I understand that my completion of this study program does not guarantee my acceptance for any position by any church or organization. I understand e-mail is considered a primary method of communication and is intended to meet the academic and 			☐ Provisional Admission to Graduate School of Theology							
			Reason:							
			☐ Probationary Admission to Graduate School of Theology							
			Reason:							
			☐ Special Student Admission to Graduate School of Theology							
administrative needs of the University; thus, I agree to monitor			Comment:							
my Assembly Bible College student e-mail account on a regular			Commici							
 basis. I agree to respect the standards of Assembly Bible College and to allow Assembly Bible College to use my signature as affixed 										
			☐ Denied Admission to Graduate School of Theology							
below on my Student Identification Card.			Reason:							
Applicant Signature:										
(da/MON/year): / /										
(da/WOW/year)//	/									
Applicant Signature (Make it Big Enough and Clear):			Dean, Graduate School of Theology (da/N			/ION/y	ear)			
			Name			l ,		,		
			ivame:			/	/	·		
						1				
			Signatura							
			Signature:							



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GRADUATE CANCELLATION AND REFUND POLICY

A student has the right to withdraw from any given course or program or from the Graduate School of Theology at any time. To withdraw, the student must notify the office of the GST Dean. The amount of all refunds is calculated from the date of enrollment or service for which a fee was paid. A student must request to withdraw from a course within nine (9) months of the enrollment date to be entitled to a tuition refund. The refund policy is as follows:

Students who withdraw within 5 days of enrolling will receive a full refund of all tuition and fees except the application fee. Students who withdraw after 5 days and before the end of the third month will receive a 50% refund of tuition and fees.

Students may withdraw after 3 months but will receive no refund.

No fee refund will be made after five (5) business days from receipt by the director of the GST of the application fee, degree (or certificate) audit fee, change of program fee, enrollment extension fee, or other fees for which charges were not included in tuition and for which specific services were performed for a student based on payment of the fee.

Refunds will be given only for materials that are in resalable condition. There will be a 20 percent restocking fee for returned materials.



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REFERENCE FORM PASTOR/CHURCH LEADER

Name of Applicant:	Address of Applicant:					
have given your name as a reference in an application for admission to Graduate Studies MA degree program. Please complete this form and ma	o the Graduate School of Theology of Assembly Bible College to pursue a il it to the address shown above.					
We, of the Graduate School of Theology of Assembly Bible College, apprecial Master of Arts, Master of Divinity, or Doctor of Ministry degree program. Theory of Ministry degree program. Theory of Ministry degree program.						
How long have you known applicant? In what relationship	p(s) (circle) Pastor, Teacher, Employer, Advisor (Other)					
Please rate applicant by checking all items that apply for each heading below. Do not check items in areas about which you feel uncertain or that you have had no opportunity to observe. Intelligence Thinks logically Learns and thinks slowly Has average mental ability Is alert or inquisitive Learns and thinks rapidly Teachability Rigid, argumentative Very opinionated Open minded Willing to receive instruction Perseverance in completing tasks Gives up easily or is easily discouraged Needs encouragement to persevere Persists in most circumstances Achievement (formulates, executes, and carries plans to conclusion) Does only what is assigned Starts but does not finish	Please check any traits in the list below that you have noted in applicant. Aloof Anxious Argumentative Arrogant Critical of others Depressed Discouraged Domineering Easily embarrassed Easily offended Frequently worried Impatient Inability to take a joke Intolerant Irritable Lacking tact Nervous Prejudiced toward groups, races, or nationalities					
☐ Is innovative ☐ Is resourceful and effective ☐ Has superior creative ability Self-discipline ☐ Leaves everything until the last minute ☐ Is not very disciplined, but responds to deadlines well	☐ Quick-tempered ☐ Rigid, not adaptable ☐ Rude ☐ Self-centered ☐ Sullen ☐ Unteachable					
☐ Is self-disciplined, plans and works ahead of schedule						
Do you have reason to doubt or question the applicant's personal integrity? If so, explain:	Based on your knowledge of the applicant, how would you rate his or her potential success in a Master of Arts? (Circle the highest level you feel student could achieve.) □ Exceptional □ Very good □ Good □ Fair □ Poor Comment:					
Do you have any reservations about recommending this person? If so, please explain.	What do you believe is the applicant's motive in applying to Assembly Bible College's Graduate School?					
You may write additional facts you feel we should know on a separate	Position:					
sheet. You also may include additional references you feel are qualified to help in evaluating this applicant.	Sign: Date: / /					



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REFERENCE FORM EDUCATOR OR EMPLOYER

Name of Applicant:	Address of Applicant:					
I have given your name as a reference in an application for admission t Graduate Studies MA degree program. Please complete this form and ma	to the Graduate School of Theology of Assembly Bible College to pursue a ail it to the address shown above.					
We, of the Graduate School of Theology of Assembly Bible College, appreci Master of Arts, Master of Divinity, or Doctor of Ministry degree program. T surveys. How long have you known applicant? In what relationsh	hank you for your assistance by responding to the following questions and					
Please rate applicant by checking <i>all items that apply</i> for each heading below. Do not check items in areas about which you feel uncertain or that you have had no opportunity to observe.	Please check any traits in the list below that you have noted in applicant.					
Intelligence ☐ Thinks logically ☐ Learns and thinks slowly ☐ Has average mental ability ☐ Is alert or inquisitive ☐ Learns and thinks rapidly Teachability ☐ Rigid, argumentative ☐ Very opinionated ☐ Open minded ☐ Willing to receive instruction Perseverance in completing tasks ☐ Gives up easily or is easily discouraged ☐ Needs encouragement to persevere ☐ Persists in most circumstances Achievement (formulates, executes, and carries plans to conclusion) ☐ Does only what is assigned ☐ Starts but does not finish ☐ Is innovative ☐ Is resourceful and effective ☐ Has superior creative ability Self-discipline ☐ Leaves everything until the last minute ☐ Is not very disciplined, but responds to deadlines well ☐ Is self-disciplined, plans and works ahead of schedule	□ Aloof □ Anxious □ Argumentative □ Arrogant □ Critical of others □ Depressed □ Discouraged □ Domineering □ Easily embarrassed □ Easily offended □ Frequently worried □ Impatient □ Inability to take a joke □ Intolerant □ Irritable □ Lacking tact □ Nervous □ Prejudiced toward groups, races, or nationalities □ Quick-tempered □ Rigid, not adaptable □ Rude □ Self-centered □ Sullen □ Unteachable					
Do you have reason to doubt or question the applicant's personal integrity? If so, explain:	Based on your knowledge of the applicant, how would you rate his or her potential success in a Master of Arts? (Circle the highest level you feel student could achieve.) □ Exceptional □ Very good □ Good □ Fair □ Poor Comment:					
Do you have any reservations about recommending this person? If so, please explain.	What do you believe is the applicant's motive in applying to Assembly Bible College's Graduate School? Position:					
You may write additional facts you feel we should know on a separate sheet. You also may include additional references you feel are qualified to help in evaluating this applicant.	Sign: Date: / /					