Instructions

Thank you for your interest in BTS! In order for our office to best facilitate your application, please read the instructions carefully and fill out all information. If you have a question regarding a particular section of the application, please read the instruction section corresponding to that question for more information. Note that all information received is treated in strict confidence and used only in conjunction with your application and assessment for graduation.

You are responsible for seeing that all transcripts, forms and requests have been submitted in order to make your file ready for review by the Admissions Committee. Please call the Registrar's Office to check the status of your application or to receive instructions for documenting unusual circumstances.

1. APPLICATION FEE

Please submit the S$30 application fee along with your application. This fee is non-refundable. All cheques or international drafts are to be made payable to Baptist Theological Seminary.

2. TRANSCRIPT

Please submit official copies of the following:

A. A transcript of courses taken at highest educational level.
B. If you have graduated from a Bible college or Seminary, an official transcript is to be submitted as well.
C. If you do not have a copy of the transcript, then this must be requested and mailed directly from the Bible college/Seminary to BTS Registrar's Office.
D. All academic records and transcript in a foreign language must be translated to English.

3. PERSONAL REFERENCE FORMS

Please submit three personal reference forms: one from your pastor, and two from persons (not relatives) who have known you for more than two years. Please write your full name (as shown in your I/C or Passport) before you give them to the references. Reference forms must be mailed in sealed envelopes to the Registrar's Office directly from your references.

4. CHURCH ENDORSEMENT (Not required for Advanced and Graduate Diploma Programmes)

Please submit church endorsement forms for all churches that have held your membership for the previous 12 months. Please put your full name (as shown in your I/C or Passport) on the Church endorsement Form. The Church Endorsement Form must be mailed to the Office of Admissions in a sealed envelope directly from your church.

If you have been attending a church other than that which holds your membership, you must have that church fill out the form as best as it can, and you must submit a letter explaining why you are attending another church but have not yet moved your membership. Church membership is required.

5. FINANCIAL STATEMENT

Additional information may be requested by the Admissions Committee when necessary.

6. SPOUSE/FIANCÉ(E) INFORMATION

This form must be filled by the applicant’s spouses or fiancé(e). Single applicants may disregard this form.

7. MEDICAL REPORT (For Overseas Applicants)

A general medical examination report in English (or with English translation) must be submitted along with the application. Please note that successful applicants are required by Immigration & Checkpoints Authority to undergo Chest X-ray and HIV test after arriving in Singapore. Student pass may not be granted if abnormities are found. In such case, the student needs to leave Singapore before the entry visa expires.

8. TOEFL/IELTS SCORE REPORT (For Applicants from non-English speaking cultures)

Check List

- ☐ Application fee of SGD30.00
- ☐ Copy of NRIC/Passport Information Page
- ☐ 2 passport photos
- ☐ Copy of Baptism Certificate
- ☐ Copy of Educational Certificates
- ☐ Highest Qualification Transcript
- ☐ Statement of Call & Commitment
- ☐ Church Endorsement Form (not required for Diploma programmes)
- ☐ 3 Personal Reference Forms (1 Pastor, 2 Personal)
- ☐ Spouse/ Fiancé(e) Information Form
- ☐ Medical Examination Report
- ☐ TOEFL/ IELTS score

Baptist Theological Seminary
1023 Upper Serangoon Road
#01-01 Baptist Centre
Singapore 534761
Ph (65) 6472-0091
Fax (65) 6472-0071
www.bts.org.sg

Photo
Is
Required

Application for Admission

Personal Information

Full Name (as in Passport) _____

Name in Chinese Characters, if applicable) _____

Address _____

_____

Contact _____(H) _____(O) _____(HP)

E-mail address_____

NOTE: Please notify us if there is an address change at any point during the application process.

Birthdate (dd/mm/yyyy) _____ Current age _____

Nationality: _____ NRIC/Passport Number: _____

Gender: ☐ Male ☐ Female

I am applying to attend seminary in ☐ Jul _____ (year)

NOTE: Date of application should be no more than one year prior to intended enrollment.

Programme of Study

Check a box below to indicate the programme of study you are applying for.

Undergraduate Programmes
(Minimum age - 22, A-level or equivalent required)

☐ Advanced Diploma in Christian Studies (ADCS)

☐ Advanced Diploma in Intercultural Ministry (ADINCM)

☐ Bachelor of Theology (BTh)

Graduate Degrees
(Minimum age - 24, Accredited Bachelor degree required)

☐ Graduate Diploma in Christian Studies (GDCS)

☐ Graduate Diploma in Intercultural Ministry (GDINCM)

☐ Master of Divinity (MDiv)

☐ Master of Arts in Christian Studies (MACS)

☐ Master of Arts in Intercultural Ministry (MAINCM)

Academic Background

Please list all school/institutions attended since secondary level and beyond.

Name of School/University	Year	Level Attained

Indicate any seminary attended, even if you did not complete studies.

Practical Experience

Beginning with the most recent, list your last three ministry involvement with a church or organization.

Ministry	Church/Organization	Period
_____	_____	_____
_____	_____	_____
_____	_____	_____

Beginning with the most recent, list positions in business or secular employment you have held.

Position	Name of Company	Period
_____	_____	_____
_____	_____	_____
_____	_____	_____

Religious Information

Tick the following that apply to you.

☐ Lay Leader ☐ Minister ☐ Ordained Minister

Do you sense God's leading to vocational mission service?

☐ Foreign ☐ Home ☐ Both ☐ Neither

Age when you became a Christian_____

Age when you made a decision for vocational Christian service_____ (if applicable)

Name of church where you are **now** a member_____

Member since_____

Mailing Address_____

_____

Name of Pastor_____

Date of Baptism_____

Church where you were baptized_____

Statement of Call and Commitment

Please respond to the following statements in typewritten form on a separate sheet of paper. Please limit your responses to one-half page per item. Please follow the outline below. **Include your name on each page**.

I. Explain your conversion experience. Include your age, circumstances, etc.

II. Give your family background

III. Share elements and factors that have influenced your spiritual development such as family involvement in church work and your volunteer experiences in church-related activities.

IV. Tell us how God led you to the point where you feel you need to be trained in seminary? How have your family and your church responded to your decision?

V. To what area of ministry has God been leading you? What are your ministry goals?

VI. How does your desired degree from BTS coincide with your ministry goals?

Medical/Emotional/Social Information (MES)

☐ Yes ☐ No Have you or your spouse ever required the care of a psychiatrist or any type of psychotherapist or counsellor? If you answer yes provide a statement describing the situation and the name and address of the person(s) you consulted for professional help.
(Put the item code MES at the top of your statement)

_____ If married, on a scale of one to ten (with one being the lowest), assess the present strength of your marriage.

☐ Yes ☐ No Have you ever been divorced? If yes, provide a statement describing the circumstance that led to this.

☐ Yes ☐ No Have you ever used illegal drugs or abused alcohol or prescription drugs? If yes, provide an explanation. (Put the item code MES at the top of your statement)

☐ Yes ☐ No In the past three years have you ever been involved in heterosexual misconduct or homosexual behaviour? If yes, provide a statement describing the circumstances of the events and your present lifestyle. (Put the item code MES at the top of your statement)

Current Medications	For Treatment of
_____	_____
_____	_____
_____	_____

Do you have any chronic or serious illness or learning disability? ☐ Yes ☐ No

If yes, please explain_____

_____

_____

Have you been under a physician's care during the past three years for any serious medical, physical or emotional disorder? ☐ Yes ☐ No

If yes, please explain_____

_____

_____

Financial Statement

Financial Obligations (This Section is Required)

Briefly state your plans for financing your seminary expenses_____

_____

_____

I HAVE READ THE CURRENT CATALOGUE WITH REGARD TO THE FEES CHARGED FOR ENROLLING AT BTS. ☐Yes ☐ No

Family Information

Marital Status ☐ Single ☐ Engaged ☐ Married ☐ Widow/er ☐ Divorced / Separated

Number of children_____

Full Name of Child/Children	Birthdate (dd/mm/yyyy)	Age	Gender (M/F)

For International Students only

If you are married, do you plan to bring your family to Singapore with you? ☐ Yes ☐ No

If no, please explain the circumstances that make it necessary to come without your family.

_____

_____

Spouse/Fiancé(e) Name_____

Maiden name Date of Birth Age

Date of marriage / Proposed date of marriage_____

Insurance Acknowledgement

I, _____ acknowledge that Baptist Theological Seminary:

(1) has encouraged me to provide health insurance for my family, if applicable, and myself;

(2) has advised me by this acknowledgement that it does not furnish health insurance for my family, if applicable, or me;
(3) is not responsible for providing health insurance for my family, if applicable, and me;
(4) is not responsible for providing health care or financial support for my health care bills.

Ethical Conduct Statement

This statement must be signed and dated BEFORE your application can be processed.

Please read the following Ethical Conduct Standards, which are enforced at Baptist Theological Seminary.

The seminary through its faculty committees, may take discipline action, including dismissal, should standard of personal and ethical conduct becoming to a Baptist minister be violated. Violations of this standard shall include conduct deemed by the seminary as being conduct not becoming a Baptist minister. Examples of this type of conduct are listed below. The examples do not provide an exhaustive list.

a. Giving false or incomplete statements to the seminary orally or in writing including, but not limited to, one's application for admission, registration or altering records;
b. Violation of seminary regulations and policies;
c. Heterosexual misconduct or homosexual behaviour;
d. Use or possession of illegal drugs;
e. Fighting, abusive or vulgar language;
f. Academic misconduct, including but not limited to plagiarism or cheating;
g. Theft of seminary or personal property; and
h. Financial irresponsibility.

I affirm that I have read, understand and will be in compliance with these standards as long as I am registered for any class at the seminary. I also understand that any violation of the standards may result in disciplinary action.

Signature_____ Date_____

Additional Statement

I also fully understand that notwithstanding the above statement and fulfilling academic requirements, graduation is not automatic but subject to the final approval of the Seminary.

Signature_____ Date_____

NOTE: Baptist Theological Seminary reserves the right to terminate the student's studies if there is any false declaration in the application.

TRANSCRIPT REQUEST FORM

(Please take or mail this to your school's record office)

Please send a copy of my _____College transcript to:

Registrar's Office
Baptist Theological Seminary
1023 Upper Serangoon Road, #01-01, Baptist Centre, Singapore 534761

_____ _____
Surname Middle name Christian name NRIC/PP no.

_____ _____
Address Degree

_____ _____
Graduation (Month/Year)

I hereby authorize the release of my academic record and related material to be mailed to the above institution in a sealed envelope.

Signature of applicant_____ _____
Date

APPLICANTS, USE THIS FORM TO SEND TO YOUR COLLEGE OR UNIVERSITY TO REQUEST YOUR TRANSCRIPT

TRANSCRIPT REQUEST FORM

(Please take or mail this to your school's record office)

Please send a copy of my _____College transcript to:

Registrar's Office
Baptist Theological Seminary
1023 Upper Serangoon Road, #01-01, Baptist Centre, Singapore 534761

_____ _____
Surname Middle name Christian name NRIC/PP no.

_____ _____
Address Degree

_____ _____
Graduation (Month/Year)

I hereby authorize the release of my academic record and related material to be mailed to the above institution in a sealed envelope.

Signature of applicant_____ _____
Date

Baptist Theological Seminary
1023 Upper Serangoon Road，#-01-01, Baptist Centre
Singapore 534761
(65) 6472-0091
www.bts.org.sg

Please write clearly or type information.

Applicant's name _____

Programme of Study applying for: _____

The primary purpose of Baptist Theological Seminary is to train men and women preparing for Christian service. We are in partnership with churches in this endeavour. Each applicant is required to furnish a church endorsement from the church that holds his/her membership. If the membership has been for less than a year, other church endorsements will be required to cover the immediate past 12 months.

We suggest that the pastor and/or appropriate committee consult with the applicant and if satisfied, bring the following recommendation to the church for approval in a business session. Note that there are two sections. One is the statement of endorsement, and the other is the biographical information form. **Please ensure both sections are completed before mailing it directly to the Admission Office sealed in the envelope provided by the applicant**.

We take your endorsement seriously. Your church's endorsement is a testament on the part of the church that the individual exhibits the qualities outlined below in the statement of endorsement.

STATEMENT OF ENDORSEMENT

Having evidence that the named applicant to Baptist Theological Seminary is an individual who

- is committed to the Christian faith,
- relates well with others in ministry,
- evidences a divine call to ministry,
- is emotionally stable and physically healthy, and able to fulfill leadership responsibilities in church,
- demonstrates gifts for and gives promise towards developing capabilities to serve as church leader in one or more ministry roles
- we recommend for admission to Baptist Theological Seminary and pledge our continuing interest and prayerful support of him/her.

Date of approval_____

Name of Church_____

Mailing Address_____

_____Tel: _____

Pastor's signature_____

Name of Church Official_____ Position: _____

Contact No.: _____ Signature: _____

* **Date applicant became a member of your church (month/year)**_____
* **The applicant is currently a member of your church** ☐**Yes** ☐**No**
* **This information is important and required. Please do not leave it blank!**

CHURCH ENDORSEMENT

Baptist Theological Seminary
1023 Upper Serangoon Road, #01-01, Baptist Centre
Singapore 534761
(65) 6472-0091
www.bts.org.sg

To the applicant: Please write clearly or type information in this section and forward the form and the enclosed envelope to the individual making the recommendation.

Name_____

Address_____

_____

Contact _____(H) _____(O) _____(HP)

Programme of Study applying for: _____

I understand that this confidential recommendation is to be used only in consideration of my application to Baptist Theological Seminary. I also give permission to the individual named in this document as a reference, to release his or her personal information or opinions of me to Baptist Theological Seminary.
I hereby release and discharge Baptist Theological Seminary, its representatives, and the individual named in this document as a reference from any and all liability of every nature and kind arising out of the furnishing, and use of such personal information and opinions.

Signature of applicant _____Date _____

To the Recommender: Thank you for taking the time to give your honest evaluation of this applicant. It will help the Admissions Committee to better understand the applicant's potential qualifications for ministry. If you feel you cannot adequately answer these questions simply sign the form and return to Admissions Office. You may speak with the Dean or Registrar by calling the number above.
The completed form should be mailed directly the Admissions Office in the envelope provided. Please feel free to provide additional information, if any, on a separate sheet of paper.

Name of Recommender _____

Position or Title_____

Church _____

Address_____

_____Telephone _____

Signature of Recommender_____ Date _____

Evaluation:

1. How long have you known the applicant? _____

   In what capacity? _____

2. What characteristics do you consider to be the greatest strengths or talents of the applicant?

   _____

3. What characteristics do you consider to be the weaknesses of the applicant? _____

   _____

PASTOR REFERENCE

BIOGRAPHICAL INFORMATION

This section is to be completed by the pastor or an official of the church. Please respond to each item. If any item is to be left blank, please attach a statement of explanation.

Applicant became a member of your church by

☐ Profession of faith

☐ Baptism

☐ Other (please explain)_____

_____

If applicant is NOT a current member of your church, when did the applicant join another church?_____

Name of Church_____

Check the categories in which the applicant displays participation equal to that of the committed laity in your church.

☐ Worship service attendance

☐ Financial stewardship

☐ Program organization involvement: Sunday School, discipleship training, missions organizations, etc

Please list positions of leadership, volunteer or paid, that the applicant has held in your church.

POSITION	LENGTH OF SERVICE
_____	_____
_____	_____
_____	_____
_____	_____

PASTOR/ASSO PASTOR/ASST PASTOR

Please provide a statement regarding the applicant's potential for ministry to which he/she feels called that may be enhanced by studies at Baptist Theological Seminary.

_____

_____

_____

_____

Signature of person providing the biographical information_____Date_____

Baptist Theological Seminary
1023 Upper Serangoon Road, #01-01, Baptist Centre
Singapore 634761
(65) 6472-0091
www.bts.org.sg

Applicant's name _____

Though you are not the applicant and not as directly involved as your spouse in making application for study at the seminary, we request a response from you as to how you personally see the years ahead. Please feel free to express your thoughts sincerely and honestly as these forms are kept confidential. **We do require that you respond in your own handwriting to the questions below. Please answer questions briefly.**

SPOUSE/FIANCÉ(E) INFORMATION

PERSONAL INFORMATION

Spouse's/Fiancé(e)'s name _____

Date of Birth _____ Age _____

Date of marriage/proposed date of marriage _____ Number of years married _____

Are you currently employed? ☐ Yes ☐ No If yes, where? _____

List all schools you attended beyond A-level.

Name of Institution Degree Year degree received

_____

_____

_____

At what age did you become a Christian? _____

Of what church are you currently a member? _____

Describe your present spiritual life and how you are involved in your church at the present time.

_____

_____

_____

_____

_____

_____

_____

How do you feel about being married to one who is committed to vocational Christian ministry?

What is your understanding and feeling regarding the financial demands of a seminary education?

What are your plans for supporting your spouse, both financially and emotionally, during the time in seminary?

Baptist Theological Seminary
1023 Upper Serangoon Road ,#01-01, Baptist Centre
Singapore 534761
(65) 6472-0091
www.bts.org.sg

FRIEND REFERENCE

To the Applicant: Please write clearly or type information in this section and forward the form to the individual making the recommendation.

Name_____
Address_____
_____
Contact _____(H) _____(O) _____(HP)

Programme of Study applying for: _____

I understand that this confidential recommendation is to be used only in consideration of my application to Baptist Theological Seminary. I also give permission to the individual named in this document as a reference, to release his or her personal information or opinions of me to Baptist Theological Seminary. I hereby release and discharge Baptist Theological Seminary, its representatives, and the individual named in this document as a reference from any and all liability of every nature and kind arising out of the furnishing, and use of such personal information and opinions.

Signature of Applicant _____Date _____

To the Recommender: Thank you for taking the time to give your honest evaluation of this applicant. It will help the Admissions Committee to better understand the applicant's potential qualifications for ministry. If you feel you cannot adequately answer these questions simply sign the form and return to Registrar's Office. You may speak with the Dean or Registrar by calling the number above.
The completed form should be mailed directly the Registrar's Office at the above address. Please feel free to provide additional information, if any, on a separate sheet of paper.

Name of Recommender _____

Position or Title_____

Church _____

Address_____

_____Telephone _____

Signature of Recommender_____ Date _____

Evaluation:

1. How long have you known the applicant? _____

   In what capacity? _____

2. What characteristics do you consider to be the greatest strengths or talents of the applicant?____

   _____

3. What characteristics do you consider to be the weaknesses of the applicant? _____

   _____

4. How thoroughly do you think the applicant has thought out his/her plans for seminary studies?

   ☐ Very thoroughly; has explored all the possibilities

   ☐ Is uncertain; needs to think through his or her plans more

   ☐ Others, please explain _____

5. Does the applicant seem to have a sincere "divine call" to ministry? ☐ Yes ☐ No
   If yes, to what type or area of ministry do you believe he or she has been called? _____

6. Please evaluate the applicant on the following by checking the appropriate category?

Qualifications	S	A	NI	NO
Knowledge in subject of proposed study				
Overall potential as a candidate for degree specified				
Interpersonal skills				
Leadership ability				
Financial responsibility				
Creativity				
Inquisitiveness and independence				
Intellectual ability				
Oral expression				
Written expression				
Self-confidence				
Sense of humor				
Personal appearance/neatness				
Ability to accomplish tasks				
Ability to work effectively without supervision				
Ability to work well with others				

S=Superior A=Average NI=Needs Improvement NO=Not Observed

7. Does the applicant or spouse use tobacco, alcohol, or any drug? ☐ Yes ☐ No
   If yes, please explain

   _____

8. Has the applicant or spouse ever been arrested for any reason? ☐ Yes ☐ No
   If yes, please explain.

   _____

9. Does the applicant have any habits that might hinder him or her from an effective ministry?
   ☐ Yes ☐ No If yes, please explain. _____

10. Has the applicant, at present or in the past, exhibited any sexual behaviour that would be unbecoming of a minister? ☐ Yes ☐ No If yes, please explain.

    _____

    _____

Baptist Theological Seminary
1023 Upper SerangoonRoad,#01-01, Baptist Centre
Singapore 534761
(65) 6472-0091
www.bts.org.sg

FRIEND REFERENCE

To the Applicant: Please write clearly or type information in this section and forward the form to the individual making the recommendation.

Name_____
Address_____
_____
Contact _____(H) _____(O) _____(HP)

Programme of Study applying for: _____

I understand that this confidential recommendation is to be used only in consideration of my application to Baptist Theological Seminary. I also give permission to the individual named in this document as a reference, to release his or her personal information or opinions of me to Baptist Theological Seminary. I hereby release and discharge Baptist Theological Seminary, its representatives, and the individual named in this document as a reference from any and all liability of every nature and kind arising out of the furnishing, and use of such personal information and opinions.

Signature of Applicant _____Date _____

To the Recommender: Thank you for taking the time to give your honest evaluation of this applicant. It will help the Admissions Committee to better understand the applicant's potential qualifications for ministry. If you feel you cannot adequately answer these questions simply sign the form and return to Registrar's Office. You may speak with the Dean or Registrar by calling the number above.
The completed form should be mailed directly the Registrar's Office at the above address. Please feel free to provide additional information, if any, on a separate sheet of paper.

Name of Recommender _____

Position or Title_____

Church _____

Address_____

_____Telephone _____

Signature of Recommender_____ Date _____

Evaluation:

1. How long have you known the applicant? _____

   In what capacity? _____

2. What characteristics do you consider to be the greatest strengths or talents of the applicant?____

   _____

3. What characteristics do you consider to be the weaknesses of the applicant? _____

   _____

4. How thoroughly do you think the applicant has thought out his/her plans for seminary studies?

☐ Very thoroughly; has explored all the possibilities

☐ Is uncertain; needs to think through his or her plans more

☐ Others, please explain _____

5. Does the applicant seem to have a sincere "divine call" to ministry? ☐ Yes ☐ No
If yes, to what type or area of ministry do you believe he or she has been called? _____

6. Please evaluate the applicant on the following by checking the appropriate category?

Qualifications	S	A	NI	NO
Knowledge in subject of proposed study				
Overall potential as a candidate for degree specified				
Interpersonal skills				
Leadership ability				
Financial responsibility				
Creativity				
Inquisitiveness and independence				
Intellectual ability				
Oral expression				
Written expression				
Self-confidence				
Sense of humor				
Personal appearance/neatness				
Ability to accomplish tasks				
Ability to work effectively without supervision				
Ability to work well with others				

S=Superior A=Average NI=Needs Improvement NO=Not Observed

7. Does the applicant or spouse use tobacco, alcohol, or any drug? ☐ Yes ☐ No
If yes, please explain

_____

8. Has the applicant or spouse ever been arrested for any reason? ☐ Yes ☐ No

_____

9. If yes, please explain.Does the applicant have any habits that might hinder him or her from an effective ministry?
☐ Yes ☐ No If yes, please explain. _____

10. Has the applicant, at present or in the past, exhibited any sexual behaviour that would be unbecoming of a minister? ☐ Yes ☐ No If yes, please explain.

_____

_____