



3401 Brook Road, Richmond, Virginia 23227
Telephone: 800.229.2990 | Fax: 804.355.3919 | Email: admissions@upsem.edu

APPLICATION FOR ADMISSION

Richmond campus

- Full-time Part-time
- Master of Divinity
- Master of Arts in Christian Education
 - Extended Campus
- M.Div./M.A.C.E. Dual Degree
- Educator Certification (Non-degree study)

I. PERSONAL INFORMATION

Name _____
Last Name/Surname First Middle (Name wish to be called)

Name on previous transcript(s) (if different from above) _____

Permanent Street Address _____

City / State / Postal/Zip Code / Country _____

E-mail _____ Mobile phone () _____

Home phone () _____ Work phone () _____

Permanent mailing address (if different from above) _____

City / State / Postal/Zip Code / Country _____

Current occupation _____

Citizenship _____ Visa Type _____

Social Security Number _____

Alternate contact person (who might be able to locate you if the need arises)

Relationship _____ Phone () _____

E-mail _____

Anticipated enrollment:
 Fall _____ Spring _____
 Summer _____ 20 _____
 Extended Campus:
 Winter _____ Spring _____

2. CHURCH RELATIONSHIPS

Denomination (full name) _____

Current Congregation _____ How long? _____

Congregation Street Address _____

Pastor's Name and Phone _____

(If PCUSA) Presbytery _____ Synod _____

Ecclesiastical status

Presbyterian

- Inquirer (date) _____
- Candidate (date) _____
- Ordained (date) _____
- None of the above

If not Presbyterian

- candidate for ordination (date) _____
- licensed (date) _____
- ordained (date) _____
- no special status at this time
- other _____

3. EDUCATIONAL INFORMATION

List all colleges, universities, and graduate institutions you have attended. It is the responsibility of the applicant to request that these institutions send official transcripts directly to the Office of Admissions at Union Presbyterian Seminary (UPSem).

Undergraduate:

Name of institution _____ Location _____

Major field(s) of study _____ Attended from _____ To _____ Degree Received _____ Year _____

Name of institution _____ Location _____

Major field(s) of study _____ Attended from _____ To _____ Degree Received _____ Year _____

Name of institution _____ Location _____

Major field(s) of study _____ Attended from _____ To _____ Degree Received _____ Year _____

Name of institution _____ Location _____

Dates entered / left _____ Major _____ Degree Received _____

Graduate:

Name of institution _____ Location _____

Major field(s) of study _____ Attended from _____ To _____ Degree Received _____ Year _____

Name of institution _____ Location _____

Major field(s) of study _____ Attended from _____ To _____ Degree Received _____ Year _____

Name of institution _____ Location _____

Major field(s) of study _____ Attended from _____ To _____ Degree Received _____ Year _____

Name of institution _____ Location _____

Major field(s) of study _____ Attended from _____ To _____ Degree Received _____ Year _____

International students who do not speak, write, and read English as their first language are required to submit scores from the Test of English as a Foreign Language (TOEFL) and/or the Test of Written English (TWE). Those who have completed four years of bachelor's-level study or higher in an English-speaking institution may request an exemption from the requirement to submit TOEFL and TWE scores from the Director of Admissions.

a. TOEFL test date _____ b. TWE test date _____

What academic honors or other awards have you received? _____

If you have left an institution before completing degree requirements, please explain.

Is your academic record a fair indication of your ability? If not, please explain. _____

To what other graduate schools or seminaries have you applied or are planning to apply?

4. EMPLOYMENT, CHURCH AND COMMUNITY EXPERIENCE

Please list your employment experiences and fields of service, beginning with the most recent, including church positions or other volunteer Christian service, college, community and other volunteer experience, as well as gainful employment.

Church/Company/Institution _____ Location _____
Position _____ From _____ To _____

Church/Company/Institution _____ Location _____
Position _____ From _____ To _____

Church/Company/Institution _____ Location _____
Position _____ From _____ To _____

Church/Company/Institution _____ Location _____
Position _____ From _____ To _____

Church/Company/Institution _____ Location _____
Position _____ From _____ To _____

5. CHRISTIAN PRACTICE

Please describe briefly practices you observe to nurture your life as an individual and as part of the body of Christ, for example: worship, prayer, physical exercise, financial stewardship, mission experiences, community service or advocacy, devotional or other reading, fellowship groups, Bible study.

What is your ministry goal?

6. ESSAYS

On additional paper, please write essays addressing both 1 and 2.

1. In 500-800 words, describe your reasons for pursuing theological education, your perception of your gifts for service to the church and the world, and areas in which you hope to grow.
2. In a 500-800 word essay, discuss a book or movie that you have seen recently and how it has influenced your understanding of, or caused you to wrestle with, your faith.

7. REFERENCES

List the names, with titles, of three persons you have asked to provide references. They should be: 1) an academic reference; 2) a church-related reference; and 3) one other, non-family reference. If you have been out of school for more than five years, an employer reference may be substituted for the academic reference.

1. Name _____ Title _____

Address _____

City/State/Zip/Postal Code _____

Phone () _____ E-mail _____

Relation to you _____

1. Name _____ Title _____

Address _____

City/State/Zip/Postal Code _____

Phone () _____ E-mail _____

Relation to you _____

1. Name _____ Title _____

Address _____

City/State/Zip/Postal Code _____

Phone () _____ E-mail _____

Relation to you _____

I understand that in considering my application, Union Presbyterian Seminary may find it helpful to contact sources of information in addition to the references named, for example, knowledgeable persons in my presbytery or the equivalent. I authorize Union Presbyterian Seminary to contact those sources, and I authorize those sources to provide information to allow full consideration of my application. Yes No

8. FINANCES

How do you plan to finance your program of study?

Will you have debt when you enter UPSem? [] Yes [] No

If yes, what plans are you making to repay it? _____

9. ADDITIONAL INFORMATION

Have you communicated with any faculty, staff, alumni/ae, or students of UPSem? If so, with whom and when?

What person(s) or reason was most influential in your decision to apply to UPSem?

Is there any other relevant information you wish to share with us?

Please note: A non-refundable fee of \$65 must be submitted with this form. The application will not be considered complete until supporting academic transcripts, references, background check, and pertinent examination scores (GRE, TOEFL and/or TWE) have been received.

Please keep copies of material you mail.

Return this form to: **Director of Admissions
Union Presbyterian Seminary
3401 Brook Road
Richmond, VA 23227**

I have carefully reviewed and completed each section of this application and certify that the information provided is correct to the best of my knowledge.

Signature of applicant _____ Date _____

Union Presbyterian Seminary does not discriminate among applicants to, or participants in, its degree programs on the basis of gender, sexual orientation, race, ethnicity, national origin, or physical disability.