



Application Checklist

Master of Divinity (M.Div.), Master of Arts in Christian Education (M.A.C.E.) or Dual Degrees Program (M.Div./M.A.C.E)

Steps can be completed in any order. Applications are not reviewed by our Faculty Admissions Committee until all of the steps are completed.

- Complete the **online application**.
- Request **three references**. We recommend that these include your pastor and at least one academic reference.
- Request **official transcripts** from ALL previously attended academic institutions.
- Complete a **background check** through Castlebranch.
- Return your **Personal Disclosure Statement**.
- Complete a **faculty interview**.
- Be in conversation with Admissions Director **Mairi Renwick** (Richmond and Blended Learning Platform applicants) and/or Associate Director **Lisa McLennan** (Charlotte applicants).

Details, forms and links at www.upsem.edu/admissions.

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