



# INTERNATIONAL THEOLOGICAL SEMINARY

## ADMISSION APPLICATION INSTRUCTIONS

To all prospective applicants:

Thank you for your interest in attending International Theological Seminary. To be considered for admission, please complete and send in the following documents and forms, listed below, using clear, legible handwriting or a typewriter/printer. Please note that your application will not be considered if any of the following are missing.

1. Completed Application (1-page) with photograph attached
2. Application Fee (US\$50 for M.A./M.Div; US\$100 for Th.M./D.Min.)
3. Transcripts for all postsecondary education (Bachelors/Masters/Doctoral level)
4. TOEFL Score transcripts, if required (See website or catalogue)
5. Three references (pastoral, laity, and academic/professional), mailed directly from your referees, using the forms and pre-stamped envelopes provided by the applicant.
6. A separate statement of your spiritual experience, including your conversion, vision, calling, and the reason why you have chosen to pursue your study at ITS (250-500 words). This page should be titled "Personal Statement A."
7. A separate statement of your personal perception of your gifts for ministry, professional and vocational goals, and how ITS can help you achieve these goals (250-500 words). This page should be entitled "Personal Statement B."
8. A separate statement describing, if any, your reasons and/or need for scholarship assistance (250-500 words). This page should be entitled "Scholarship Application." Include your reasons for studying at ITS instead of another school in your home country. Be explicit concerning your reason for applying to study abroad. Finally, detail the amount you and others will provide toward your total expenses and the amount which you are asking ITS to provide. ITS does not provide funds for travel to or from the United States. Scholarship students will be expected to perform 15-20 hours per week of assigned on-campus work toward the cost of their scholarship grant.
9. Completed "Certification of Travel Expenses" form
10. Completed "Statement of Financial Support" form
11. Completed "Statement of Commitment" form

A more detailed description of the degrees offered, as well as admission requirements, can be found on the school internet site (<http://www.itsla.edu>), as well as in the print catalogue, which you may obtain by writing to the school.

Applications will be processed in February and April for the next academic year. You will be informed thereafter about the outcome of the process. Questions on whether or not your application is complete may be addressed to Admissions office at the school address, or by email ([registrar@itsla.edu](mailto:registrar@itsla.edu)).



## INTERNATIONAL THEOLOGICAL SEMINARY

### ESTIMATED COST OF ATTENDANCE

The following figures are provided to applicants in order for them to complete the Statement of Support, which must be completed and certified by the applicant and his/her guarantor. This Statement will be provided to the relevant U.S. government agency. The figures below are based on the average expenses incurred by students at ITS. They are subject to change each academic year.

For an unmarried student living in school dormitory:

Tuition and fees (9 months; 48 credit hours)*	\$9,600.00
Living expenses (12 months at \$300.00/month)	\$3,600.00
Books (estimated if purchased )	\$ 450.00
Personal expenses (12 months at \$50.00/month)	\$ 600.00
Health Insurance (estimated)	\$ 400.00
Total cost per year	\$14,650.00

\*Tuition is based on the current rate of \$200.00 per credit hour. This rate may change from time to time.

For a married student:

A married student must add the following minimum costs if the spouse and/or children accompany him/her.

The following figures are multiplied by 12 and must be added to the above yearly total for an unmarried student. These figures are approximations only; the final costs for spouse and children will depend on the economic level at which the student chooses to live.

\$200.00 per month for spouse	\$2,400.00
\$150.00 per month for each child	\$1,800.00

All applicants are reminded that the relevant U.S. government agencies do not allow international students to be employed except in the case of on-campus employment or by government authorization. Scholarship students will be expected to offset some of the costs of their scholarship by assigned areas of work on campus without additional remuneration.



# International Theological Seminary

## APPLICATION FOR ADMISSION

Attach  
photo  
here

Degree Applied For	<input type="checkbox"/> M.A.	<input type="checkbox"/> M.Div.	<input type="checkbox"/> Th.M.	<input type="checkbox"/> D.Min.
Term Applied For (normally Fall)	<input type="checkbox"/> Fall	<input type="checkbox"/> Winter	<input type="checkbox"/> Spring	Year Applied For

Family Name/ Last name (as it appears in your passport)	First Name	Gender (M or F)
Date of Birth (month/day/year)	Country of citizenship	
Marital Status	<input type="checkbox"/> Unmarried <input type="checkbox"/> Married <input type="checkbox"/> Separated/Divorced <input type="checkbox"/> Widowed	
Name of Spouse (if any)	Children (if any; list ages)	
Present Mailing Address		
Telephone Number	E-mail Address	
Permanent Address (if different from above)		

### Postsecondary Educational Background

Name of Institution	Location (City, Country)	Years Attended (from - to)	Degree Received

### Ministry and Employment History

Name of Church/Institution	Title/Position/Description of work or Ministry	Years Occupied (from - to)

Latest TOEFL date and score	Other languages of reading/speaking competence
Denomination (if any)	Year of ordination, if ordained
Name/Address of pastor or ecclesiastical supervisor	
Ministerial Goal	<input type="checkbox"/> Pastor <input type="checkbox"/> Christian Educator <input type="checkbox"/> Evangelist <input type="checkbox"/> Other:
Pastoral Reference (name, address, tel., email)	
Laitly Reference (name, address, tel., email)	
Acad./Professional Reference (name, address, tel., email)	
Sources of Financial Support	Prior Savings \$ _____ Church \$ _____ Family \$ _____ Other (specify): _____ \$ _____

Applicant Signature <i>I declare that all the above is true.</i>	Date
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## International Theological Seminary

### CERTIFICATION OF TRAVEL EXPENSES

International Theological Seminary does not provide funds for travel to/from the United States. Such expenses are the responsibility of the student and/or his/her church, organization, or family. The following certification must accompany the application form. Admission will not be granted until this form has been received and approved. In some cases the school may require that the pledged funds be placed on deposit with the school for use by the student or applied to the costs of his/her program of studies.

Name of person, church or other organization responsible for travel expenses:	
Address:	
Name of applicant:	
Signature of guarantor:	
Date:	

By signing above, I/We hereby certify that the travel expenses to and from the United States of the applicant named above will be borne by me, or the church or other organization which I represent (circle one).



# International Theological Seminary

## STATEMENT OF COMMITMENT

I pledge that after completing my course of study at International Theological Seminary I will return to my home country to serve God in the ministry of the gospel. I will faithfully follow the guidance of the seminary and apply myself diligently in order to be well-equipped for work in God's kingdom.

I understand that if I violate this commitment, I am legally responsible to refund the total amount of all scholarship and other assistance received from International Theological Seminary.

I understand that if I violate this commitment, the International Theological Seminary will notify the relevant agencies of the government of the United States that I am no longer a student of this institution.

Name of Applicant	
Address	
Signature	
Date	

Name of Witness	
Address	
Signature	
Date	

Name of Witness	
Address	
Signature	
Date	



# International Theological Seminary

## STATEMENT OF FINANCIAL SUPPORT

The following information and document is necessary in the event that a student is admitted and an I-20 form is to be issued. Please supply all requested information as completely and promptly as possible. Please refer to the *Estimated Cost of Attendance* document as needed.

Name of Student: \_\_\_\_\_

### Estimated Expenses

Tuition and fees	
Living Expenses	
Dependent expenses: spouse (\$200/month)	
Dependent expenses: each child (\$150/month)	
Other expenses (specify):	
Other expenses (specify):	
Total expenses	

### Means of Support

Personal funds	
Other sources (specify):	
Other sources (specify):	
Other sources (specify):	
Total means of Support (not including ITS assistance)	

### Certification

I/We certify that the above amounts are accurate and that I/We guarantee to provide support for the applicant for this amount: \$ \_\_\_\_\_

Signature of supporter: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_



International Theological Seminary  
 540 East Vine Ave. West Covina, CA 91790  
 Tel: (626) 448-0023 | itsla.edu

Respondents should be aware that U.S. law permits the applicant to see this file under the supervision of a staff person unless that right is specifically waived by the applicant's signature.

- I waive my right to examine this form.
- I do not waive my right to examine this form.

\_\_\_\_\_  
 Applicant's Signature

\_\_\_\_\_  
 Date

How long have you known the applicant? \_\_\_\_\_

How well have you known the applicant in this period?

- Very Well
- Well
- Casually

What is your relation to the applicant? \_\_\_\_\_

What particular association have you had with the applicant? \_\_\_\_\_

In your judgment, what is the applicant's Christian character?

- Outstanding
- Good
- Fair
- Poor

In your judgment, is the applicant a diligent student? \_\_\_\_\_

Do you know of any reason why the applicant would be hindered in the pursuit of a theological degree?  
 \_\_\_\_\_

Using a scale between 1 and 5, please give us your opinion of the applicant's prospects as a servant of the Lord.

	Excellent		Average		Poor
	1	2	3	4	5
Personal habits	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Moral integrity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commitment to Christ	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ability to work with others	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ability to accept responsibility	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Emotional stability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Demonstration of a teachable spirit	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ability to take criticism	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Physical health	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Marital relationship	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Comment on the applicant's spiritual qualification, academic ability, and maturity to study for the ministry.

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Signature \_\_\_\_\_ (Print) \_\_\_\_\_ Date \_\_\_\_\_

Name of Institute \_\_\_\_\_ Position \_\_\_\_\_

Address \_\_\_\_\_

Telephone \_\_\_\_\_ Email \_\_\_\_\_

Please mail directly to  
**ITS Admissions Office**  
 540 East Vine Ave. West Covina, CA 91790 USA