



3401 Brook Road, Richmond, Virginia 23227
Telephone: 804.278.4339 | Fax: 800.665.8679 | Email: admissions@upsem.edu

APPLICATION FOR ADMISSION

APPLICATION DEADLINES

- January 1 - International Students
March 1 - Richmond Campus
July 1 - Charlotte Campus
July 1 - BLP Fall
October 1 - BLP Spring

(Please print or type)

1. PERSONAL INFORMATION

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

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

Present Address

City / State / Zip or Postal Code / Country

E-mail Mobile phone ( )

Home phone ( ) Work phone ( )

Permanent mailing address (if different from above)

City / State / Zip or Postal Code / Country

Current occupation

Citizenship Visa Type

Social Security Number, if any

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

Relationship Phone ( )

Richmond campus

Full-time Part-time

Master of Divinity

Master of Arts in Christian Education

Blended Learning Program

M.Div./M.A.C.E. Dual Degrees

Educator Certification

Charlotte campus (part-time only)

Master of Divinity

Master of Arts in Christian Education

M.Div./M.A.C.E. Dual Degrees

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)
Approved by Session (date)
None of the above

If not Presbyterian

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

### 3. REFERENCES

For M.A.C.E., M.Div., and Dual degrees applicants, references should be: 1) an academic reference; 2) the pastor of the church in which you hold membership; and 3) another non-family reference, such as a work or volunteer colleague, or a mentor. No references may be a family member, or a current student of UPSem.

1. Name \_\_\_\_\_ Title \_\_\_\_\_  
Address \_\_\_\_\_  
City/State/Zip or Postal Code/Country \_\_\_\_\_  
Phone ( ) \_\_\_\_\_ E-mail \_\_\_\_\_  
Relation to you \_\_\_\_\_

1. Name \_\_\_\_\_ Title \_\_\_\_\_  
Address \_\_\_\_\_  
City/State/Zip or Postal Code/Country \_\_\_\_\_  
Phone ( ) \_\_\_\_\_ E-mail \_\_\_\_\_  
Relation to you \_\_\_\_\_

1. Name \_\_\_\_\_ Title \_\_\_\_\_  
Address \_\_\_\_\_  
City/State/Zip or Postal Code/Country \_\_\_\_\_  
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

### 4. EDUCATIONAL INFORMATION

List **all** colleges, universities, and graduate institutions you have attended, including those from which you did not graduate. 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 \_\_\_\_\_

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

**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 \_\_\_\_\_

Applicant's first language, if other than English \_\_\_\_\_

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

TOEFL iBT Test date: \_\_\_\_\_

What academic honors or other awards have you received? (200 word maximum) \_\_\_\_\_

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If you have left an institution before completing degree requirements, please explain. (200 word maximum)

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Is your academic record a fair indication of your ability? If not, please explain. (200 word maximum) \_\_\_\_\_

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To what other graduate schools or seminaries have you applied or are planning to apply? (100 word maximum)

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## 5. EMPLOYMENT, CHURCH AND COMMUNITY EXPERIENCE

### Employment Record:

Please list your last four employment experiences.

Company/Institution \_\_\_\_\_ Location \_\_\_\_\_

Position \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_

Company/Institution \_\_\_\_\_ Location \_\_\_\_\_

Position \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_

Company/Institution \_\_\_\_\_ Location \_\_\_\_\_

Position \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_

Company/Institution \_\_\_\_\_ Location \_\_\_\_\_

Position \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_

### Volunteer Experiences:

Please list your last four most recent volunteer and/or service experiences.

Church/Institution \_\_\_\_\_ Location \_\_\_\_\_

Duties \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_

Church/Institution \_\_\_\_\_ Location \_\_\_\_\_

Duties \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_

Church/Institution \_\_\_\_\_ Location \_\_\_\_\_

Duties \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_

Church/Institution \_\_\_\_\_ Location \_\_\_\_\_

Duties \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_

## 6. CHRISTIAN PRACTICE

In less than 200 words, describe briefly practices you observe to nurture your life as an individual and as part of the body of Christ.

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At this point in your discernment process, is there a particular form of ministry to which you feel called? If so, briefly describe it. (200 words maximum)

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**7. REFLECTIONS**

On a separate sheet, submit essays addressing all three questions.

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. Please choose a contemporary issue and describe your perspective, including how you are engaging that issue on a theological level. How do you think theological education might enhance your thinking on this topic? (500-800 words)
3. In less than 200 words, identify a book you have read in the last two years that had a significant effect on your beliefs or actions and tell us how it changed your thinking.

**8. FINANCES**

How do you plan to finance your program of study?

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Will you have debt when you enter UPSem? [ ] Yes [ ] No If yes, how much of that debt is educational? \_\_\_\_\_

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

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**9. ADDITIONAL INFORMATION**

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

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**Please note:** A non-refundable fee may be required based on the following submission schedule.

January 1, 2017 No fee                      February 1, 2017 \$45                      March 1, 2017 \$75  
If you are applying after February 1, 2017, the fee must be submitted with this form.

The application will not be considered complete until supporting academic transcripts, references, background check, and/or pertinent examinations 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.*