

APPLICATION FOR ADMISSION

Prior to completing this application, please contact the admissions department to notify them of your interest. They can be reached via email at admissions@upsem.edu or or by phone at (804) 278-4221.

APPLICATION DEADLINES

December 15
International Students

February 15
Richmond for Scholarship consideration

July 1
Charlotte campus Fall

November 1
Charlotte campus Spring

March 1
Charlotte campus Spring II

RICHMOND CAMPUS

Full-time Part-time

Master of Divinity

Master of Arts in Christian Education

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

CHARLOTTE CAMPUS
part-time only

Master of Divinity

Master of Arts in Christian Education

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

(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 _____ Phone _____

Permanent mailing address (if different from above) _____

City/State/Zip or Postal Code/Country _____

Current occupation _____

Are you a U.S. citizen? Yes No

If not, are you a lawful permanent resident (Green card holder)? Yes No

If neither, of what country are you a citizen? _____ VISA type _____

Social Security Number, if any _____

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 or an employer if an academic reference is not available; 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. The applicant is required to send the reference forms found on the website to each of their references.

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

2. Name _____ Title _____
Address _____
City/State/Zip or Postal Code/Country _____
E-mail _____ Phone _____
Relation to you _____

3. Name _____ Title _____
Address _____
City/State/Zip or Postal Code/Country _____
E-mail _____ Phone _____
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:

1. Name of institution _____ Location _____
Major field(s) of study _____ Attended from ____ To ____ Degree Received _____ Year _____

2. Name of institution _____ Location _____
Major field(s) of study _____ Attended from ____ To ____ Degree Received _____ Year _____

3. Name of institution _____ Location _____
Major field(s) of study _____ Attended from ____ To ____ Degree Received _____ Year _____

Graduate:

1. Name of institution _____ Location _____

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

2. Name of institution _____ Location _____

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

3. 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 internet-based Test of English as a Foreign Language (TOEFL iBT) or the IELTS test. 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.

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

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

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

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

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 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.

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)

7. REFLECTIONS

In a separate document, submit essays addressing questions 1-3 below. Dual degrees applicants are also required to answer question 4.

- 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. Union Presbyterian Seminary values diversity of persons and perspectives in our common life, and encourages frank and open discourse and debate in the classroom, often about the most profound and deeply held beliefs. Please comment on both the opportunities and challenges this might present for you as a member of this learning community.

Dual degrees applicants must also answer this question:

- 4. In 400 to 600 words, describe how obtaining dual degrees will support your vocational discernment and goals.

8. FINANCES

How do you plan to finance your program of study?

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 your non-educational debt? _____

9. ADDITIONAL INFORMATION

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

Fee Schedule:

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

Before February 15, 2021: No fee After February 16, 2021: \$50

If you are applying after February 16, 2021, the fee must be submitted with this form.

Application Requirements:

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.**

Information about next steps after completing this application can be found at www.upsem.edu/admissions-aid/apply-now.

This form can be uploaded to the apply now page on the website in the SUBMIT APPLICATION MATERIALS box or it can be printed and mailed 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.