



Application Checklist

International Applicants

Master of Divinity (M.Div.); Master of Arts in Christian Education (M.A.C.E.); Dual Degrees Program (M.Div./M.A.C.E); Master of Theology (Th.M.) applicants

- ☐ Complete the **online application** by **December 15**.
- ☐ Complete ALL of the following steps by **February 15**.
Steps may be completed in any order. Applications are not reviewed by our Faculty Admissions Committee until all of the steps are completed.
 - Be in conversation with Admissions Director **Mairi Renwick**.
 - Be in conversation with International Student Coordinator **Elisabeth Elliott**.
 - Request **three letters of reference**.
 - Request **official transcripts** from ALL previously attended academic institutions.
 - Submit recent scores from the internet-based **Test of English as a Foreign Language** (TOEFL iBT).
 - Return your **Personal Disclosure Statement**.
 - Complete a **faculty interview**.
- ☐ Students who are admitted by the Faculty Admissions Committee are required to complete additional requirements before UPSEM can provide an I-20 form.
 - Submit a signed **Statement of Intent**.
 - Submit a \$100.00 **tuition deposit**.
 - Submit **proof of financial viability**.
 - Submit a **living expenses deposit**.

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

*Union Presbyterian Seminary Office of Admissions
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