

# APPLICATION PACKET



GRADUATE SCHOOL OF THEOLOGY

Master of Arts in Biblical Studies  
Master of Arts in Ministerial Studies  
Special Student  
Graduate Studies Certificate Programs

**Application Instructions**

Submit completed application with the respective components and application fee to Global University. Before your application for admission to the Graduate School of Theology is processed, all the components required for the admission status you are seeking must be reviewed by the Dean of the Graduate School. Your application will be considered incomplete and will not be processed without *all* the items indicated below for the applicable admission status.

**Components Included in Packet**

- Application for Admission for Master of Arts or Graduate Certificate Studies
- Application for Admission for Master of Divinity or Doctor of Ministry Studies
- Ministry Verification Form: Doctor of Ministry Applicants
- Biographical Sketch of Christian Life and Service
- Reference Form: Pastor (or other church leader)
- Reference Form: Educator or employer
- Instructions for request for Academic Records

**Checklist of Application Components Required and Submitted**

Refer to the current Graduate Studies Catalog for admission status, program options, and requirements of the Graduate School of Theology. The following component requirements checklist is provided for your convenience.

Admission Status Requested	Components Required
<input type="checkbox"/> Special Student to Full Admission (credits vary) <input type="checkbox"/> Master of Arts (45 credits) <input type="checkbox"/> Master of Divinity as 1st Global University Graduate Degree (78 credits) <input type="checkbox"/> Doctor of Ministry as 1st Global University Graduate Degree (108 credits)	<input type="checkbox"/> Application fee <input type="checkbox"/> Application for Admission to Respective Degree or Level of Studies <input type="checkbox"/> Ministry Verification Form (Doctor of Ministry applicants only) <input type="checkbox"/> Biographical Sketch of Christian Life and Service <input type="checkbox"/> Reference Form (Pastor/Church Leader) <input type="checkbox"/> Reference Form (Educator/Employer) <input type="checkbox"/> Transcripts of all degree-level work completed after Grade 12
<input type="checkbox"/> Master of Divinity as 2nd GU Graduate Degree (credits vary) <input type="checkbox"/> Doctor of Ministry as 2nd or 3rd GU Graduate Degree (credits vary)	<input type="checkbox"/> Application fee <input type="checkbox"/> Application for Admission to Master of Divinity or Doctor of Ministry <input type="checkbox"/> Ministry Verification Form (Doctor of Ministry applicants only) <input type="checkbox"/> Transcripts of all degree-level work since full admission to GU
<input type="checkbox"/> Special Student (maximum of 12 credits allowed)	<input type="checkbox"/> Application fee <input type="checkbox"/> Application for Admission to Graduate School
<input type="checkbox"/> Graduate Certificate (maximum of 18 credits per certificate) <input type="checkbox"/> MA, MDiv, or DMin after Graduate Certificate (maximum of 18 credits per certificate) * Indicates additional items required for those without a previous GU MA, MDiv, or DMin degree	<input type="checkbox"/> Application fee <input type="checkbox"/> Application for Admission to Respective Degree or Level of Studies <input type="checkbox"/> *Biographical Sketch of Christian Life and Service <input type="checkbox"/> *Reference Form (Pastor/Church Leader) <input type="checkbox"/> *Reference Form (Educator/Employer) <input type="checkbox"/> *Transcripts of all degree-level work completed after Grade 12



**GLOBAL**  
**UNIVERSITY**

GRADUATE SCHOOL OF THEOLOGY  
E-mail: gradenroll@globaluniversity.edu

1211 South Glenstone Avenue  
Springfield, MO 65804, USA  
Phone (USA) 1-800-443-1083  
(Other) 1-417-862-9533  
Fax 1-417-863-9621

**OFFICE USE ONLY:**

Student No.

GSG Office Code

Study Method: Independent Group  
(Check all that apply) Online

**APPLICATION FOR ADMISSION FOR MASTER OF ARTS OR GRADUATE STUDIES CERTIFICATE**

**TYPE OR PRINT IN INK.** Answer all questions. Check admission status desired. Submit with nonrefundable application fee and all required components to your Graduate Studies Group director. (Do not include payment for any other fees with application.)

**MA in Ministerial Studies** (45 credits)

- Broad Field Plan
- Education Concentration
- Intercultural Studies Concentration
- Leadership Concentration

**MA in Biblical Studies** (45 credits)

- Broad Field Plan
- New Testament Concentration
- Certificate** (18 credits) (specify title)

**Special Student** (maximum of 12 credits)

- Considering applying for full admission
  - Personal enrichment
  - Transfer credit to another school
- School name: \_\_\_\_\_

**PERSONAL INFORMATION.** Previous studies with Global University  Yes  No

Passport No.

Student No. (Former Global University Students Only)

Family/Last Name

Maiden Name (if applicable)

First Name

Date of Birth: As (10JAN1965)

Middle Name

/ /

Title:  Mr.  Ms.  Mrs.  Rev.  Dr. Gender:  Male  Female

Marital Status:  Single  Married  Widowed  Divorced

Home Address

**PASSPORT  
STYLE  
PHOTO  
(Applicant Only)**

Country of Residence

Country of Citizenship

E-mail

Primary Phone

Primary Language Spoken

Other Phone

Present Occupation

Fax

Are you using: USA VA military benefits?  Yes  No

**Primary Religious Affiliation**

- Assemblies of God
- Other Pentecostal
- Other Protestant
- Roman Catholic
- Other (specify)

**Ministerial Credentials**  Yes  No

Organization \_\_\_\_\_  
Country \_\_\_\_\_  
District \_\_\_\_\_  
Credential Level \_\_\_\_\_  
Date Obtained \_\_\_\_\_

**How you did you hear of Global University?**

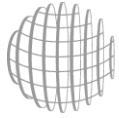
- Church/Pastor
- Friend
- Internet (specify) \_\_\_\_\_
- Magazine (specify) \_\_\_\_\_
- Other (specify)

**REFERENCES.** List the names and addresses of your pastor and educator/employer of at least 1 year's acquaintance who are *not* family members and who can verify your ability to pursue a graduate (post-baccalaureate) degree. Give a reference form to each.

Pastor/Church Leader Name

Address

Educator/Employer Name		Address		
<b>ACADEMIC INFORMATION.</b> An official transcript is required from each school where degree work was done after Grade 12.				
Name of School	City/State/Country	Dates Attended	Major	Degree(s)
Educational Objectives (what you expect to gain from studies)		<b>THIS SIDE FOR OFFICE USE ONLY:</b>		
		GSG Office Code (3 alpha characters)		
Do you have a personal computer? <input type="checkbox"/> Yes <input type="checkbox"/> No Do you have high-speed Internet access? <input type="checkbox"/> Yes <input type="checkbox"/> No		GSG Director Signature		(da/MON/year) / /
Please consider the following: <input type="checkbox"/> Transfer of Graduate Credit from:		<input type="checkbox"/> Full Admission to Graduate School of Theology Comment:		
If accepted as a student: <ul style="list-style-type: none"> <li>• I agree to the regulations governing the study program set forth by the Global University catalog in effect during the year in which I am applying and I understand that my completion of this study program does not guarantee my acceptance for any position by any church or organization.</li> <li>• I understand e-mail is considered a primary method of communication and is intended to meet the academic and administrative needs of the University; thus, I agree to monitor my Global University student e-mail account on a regular basis.</li> <li>• I agree to respect the standards of Global University and to allow Global University to use my signature as affixed below on my Student Identification Card.</li> </ul>		<input type="checkbox"/> Provisional Admission to Graduate School of Theology Reason:		
		<input type="checkbox"/> Probationary Admission to Graduate School of Theology Reason:		
		<input type="checkbox"/> Special Student Admission to Graduate School of Theology Comment:		
		<input type="checkbox"/> Denied Admission to Graduate School of Theology Reason:		
Applicant Signature (da/MON/year) / /		Dean, Graduate School of Theology		(da/MON/year) / /
		Comment:		



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Fax: 417-862-0863; E-mail: [gradenroll@globaluniversity.edu](mailto:gradenroll@globaluniversity.edu)

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## **GRADUATE CANCELLATION AND REFUND POLICY**

A student has the right to withdraw from any given course or program or from the Graduate School of Theology at any time. To withdraw, the student must notify the office of the Dean. The amount of all refunds is calculated from the date of enrollment or service for which a fee was paid. A student must request to withdraw from a course within nine (9) months of the enrollment date to be entitled to a tuition refund. The refund policy is as follows:

Students who withdraw within 5 days of enrolling will receive a full refund of all tuition and fees except the application fee. Students who withdraw after 5 days and before the end of the third month will receive a 50% refund of tuition and fees.

**Students may withdraw after 3 months but will receive no refund.**

No fee refund will be made after five (5) business days from receipt by the director of the Graduate Studies Group of the application fee, degree (or certificate) audit fee, change of program fee, enrollment extension fee, or other fees for which charges were not included in tuition and for which specific services were performed for a student based on payment of the fee.

Refunds will be given only for materials that are in resalable condition. There will be a 20 percent restocking fee for returned materials.

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## **BIOGRAPHICAL SKETCH OF CHRISTIAN LIFE AND SERVICE**

Write a biographical sketch that relates the following phases of your Christian life:

1. Your conversion to Christ
2. Your call to Christian service
3. Particulars of your Christian service as it relates to leading others to Christ, preaching, or teaching the Word of God

Your biographical sketch should be 500–1,000 words in length. It should be neat and legible. Your name (as shown on your Application for Admission) and the page number must appear at the top of each page, along with the words “Biographical Sketch” (see the following example).

Example:

Alexander Johannes Wigglesworth

page 1

Biographical Sketch

Although this paper will not be evaluated, information about your Christian life and service will allow us to work most efficiently with you to assure that you achieve your academic, ministry, and professional goals.



## REQUEST FOR ACADEMIC RECORDS

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**Note to Graduate Studies Applicant:** It is the responsibility of individual applicants to have their official academic records forwarded to Global University. Please be aware that each university will have its own forms. Please submit your request to the registrar or other authorized official at each academic institution from which you received credit for degree-level studies after Grade 12. Please note that some institutions may require a fee for providing this service.

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Please have your transcripts sent to Global University at the address below.

Postal Mail:           Global University  
                              Registrar, Graduate Studies  
                              1211 South Glenstone Avenue  
                              Springfield, MO 65804 USA