

Application for Degree-Seeking Students

NORTH PARK
THEOLOGICAL
SEMINARY

Academic Programs at North Park Theological Seminary

Masters Programs:

Master of Divinity

79 credits 11 field education hours

Master of Arts in Theological Studies

60 credits 2 field education hours

Concentrations in Old Testament, New Testament, Church History, Theology/Ethics, and Cross-Cultural Ministry

Master of Arts in Christian Ministry

36 credits 3 field education hours

Master of Arts in Christian Formation

48 credits 7 field education hours

Certificates: (To apply for certificates, please use the Certificate and Visiting Student Application)

Intercultural Studies
Christian Studies
Church Planting
Congregational Vitality
Faith and Health
Foundational Courses
Youth Ministry

Cohort Certificate Programs: (A special application is used to apply for these certificates)

Spiritual Direction
Urban Ministry

Dual Degrees:

North Park Theological Seminary offers a dual degree option—combining a seminary degree with a business degree. For more information, please visit www.northpark.edu/Seminary.

Master of Divinity

-or- Master of Arts in Christian Formation

-or- Master of Arts in Christian Ministry

-and-

Master of Business Administration

-or- Master of Nonprofit Administration

Other Programs:

Doctor of Ministry in Preaching
Doctor of Ministry in Urban Ministry Leadership

Before you apply to North Park Theological Seminary

As the seminary of the Evangelical Covenant Church (ECC), you are encouraged to become familiar with mission, vision and values of the Evangelical Covenant Church. Some key documents of the ECC can be found at www.northpark.edu/ecc.

Instructions for the Application for Master's Degree Programs

1. Fill out the application form if you are seeking a degree. Separate applications must be filled out for those applying for a certificate or Doctor of Ministry programs. Please contact the Admissions Office for more information.
2. Give enclosed recommendation forms to your references. The reference forms should be sent to us by the individuals completing each form before the due date. References should know you for a minimum of one year.
 - a. Sign the waiver on the back of each form if you wish to waive your right to review the recommendation
 - b. Direct those filling out the reference forms to send them directly to North Park Theological Seminary
 - c. Do not choose a family member as a reference
3. Submit two essays with your application (double-spaced)
 - a. Write a brief autobiographical statement of no more than 750 words that includes separate sections with the following headings:
 - A description of your family background
 - The main events surrounding your commitment to Jesus Christ
 - The important events contributing to your decision to enter Christian ministry or theological studies
 - A description of a painful experience in your life and how it has shaped your journey and identity as a follower of Jesus.

- b. Write a personal description of no more than 750 words in which you include separate sections with the following headings:
 - Describe your temperament and personality as fairly as you can, commenting on both your strengths and weaknesses
 - What are your vocational goals and how do you anticipate your seminary education to prepare you?
 - *For dual degree students only:* Please elaborate on why are you seeking a graduate management degree in conjunction with your Seminary coursework? Specifically, in what ways do you expect your management education to influence and impact your career in ministry?
 - Comment on the encouragement you have received, if any, from family and friends concerning your desire to enter seminary, and how others perceive your gifts for ministry
 - Describe any previous ministry experiences
 - Comment honestly on any relevant medical or psychological history; if appropriate, provide letters from counselors
4. Enclose a non-refundable \$25 application fee. Make checks payable to North Park Theological Seminary. You may also pay by credit card over the phone.
5. Request an official academic transcript from each undergraduate, graduate, or professional institution that you have attended and have them sent directly to the Admissions Office of North Park Theological Seminary before the due date. If you have attended another seminary within the last five years and did not complete a degree, a letter of good standing from the dean is required.
6. Note that international students and students whose first language is not English have additional requirements and an earlier due date.
7. Sign the application and return it along with the essays and application fee to the Seminary Admissions Office.

Note: North Park Theological Seminary admits students on an ongoing basis but does have application deadlines. Please contact the Seminary Admissions Office at (800)964-0101, or visit our Web site at www.northpark.edu/sem for exact due dates for your situation. Early application is advisable for optimum consideration in financial aid and housing. This application will be reviewed by the Admissions Committee when it has been fully completed and when each of the items listed above have been received.

Admission Process

Listed below is the process by which a student is admitted to North Park Theological Seminary.

1. The application form is sent to the Seminary Admissions Office before the deadline.
2. Applicants are encouraged to contact the Admissions Office if they have questions about the status of their application or anything else.
3. When all of the documents have been received by the Admissions Office, interviews may be conducted with the recommending pastor or the applicant. Then, the application is reviewed for acceptance by the Admissions Committee. A letter stating the decision is then sent to the applicant.
4. Once accepted and after the student's FAFSA has been received, eligible students will be reviewed for financial aid. After the financial aid offer has been made, students receive registration information from the school. The dean of academic life also assigns an advisor to the student. Students are eligible to start classes at the beginning of any term. Students must apply for housing by the May 1st deadline, as housing is assigned on a first come, first served basis.
5. For additional information on standard admission requirements, please see our website.

International Students

All applicants who are not citizens of the United States should submit the following documents:

- Affidavit of support and copy of a bank statement to show finances available for your educational and living expenses.
- TOEFL test scores (www.ets.org/toefl) North Park's TOEFL code is: 1556. If you have studied in English at an undergraduate or graduate level, the TOEFL test may be waived.
- Submit your academic transcripts to be evaluated by an organization such as Educational Credential Evaluators (www.ece.org) and request that the evaluation be sent directly to North Park Theological Seminary.
- Copy of your passport

For English proficiency requirements, affidavit of support form, and more information about how to apply as an international student, please visit www.northpark.edu/Seminary/Admissions/How-to-Apply/International

Dual Degree Students

North Park Theological Seminary offers a dual degree option—combining a seminary degree with a business degree. In addition to the required material, dual degree students must also provide a resume and a dual degree response in your personal description (see above). If you have an undergrad GPA below 3.0, you will need to take the GRE or GMAT. For more information, please visit www.northpark.edu/Seminary.

First-Year Internship Students

Internships are required for Master of Divinity and Master of Arts in Christian Formation students. If a student should choose, North Park offers a first-year internship program in which students begin receiving credit for an internship before formally beginning academic coursework. To receive credit for a first-year internship, students must first be accepted into a degree-program and receive approval for their internship site by the Field Education Department. For more information about the completing a first-year internship, please contact the Admissions Office.

Transfer Students

Up to half of the credits required for a NPTS degree may be transferred from another accredited institution. Credits must be completed within the last ten years, and if it has been five years or less, a letter of good standing is required.

Application for Admission For Degree-Seeking Students

NORTH PARK
THEOLOGICAL
SEMINARY

Personal Information

(Please type or print)

Name _____
First Middle Last

Preferred Name _____ Maiden Name _____

Date of Application _____

☐ Female ☐ Male

Social Security (Required for US Citizens and permanent residents) _____

Mailing address _____

Cell phone _____ Work phone _____

Home phone _____

Email _____

Place of birth _____ Date of birth _____

Citizenship

☐ U.S. citizen ☐ U.S. citizen living abroad

☐ Other citizenship _____ ☐ Dual citizenship _____

If you are not a US Citizen, provide the following and scan and email a copy of your document to semadmissions@northpark.edu.

Alien Registration Number _____

VISA Classification/Type _____ Expiration Date _____

Ethnicity and Race

Do you wish to be identified as Hispanic/Latino? ☐ Yes ☐ No

Regardless of your answer to the previous question, if you wish to be identified with a particular group, please check one or more of the following:

☐ American Indian or Alaska Native ☐ Asian ☐ Black or African American

☐ Native Hawaiian or Other Pacific Islander ☐ White

Marital and Family Information

☐ Single ☐ Married, date of marriage _____ ☐ Previously married/separated

Spouse's full name _____

Spouse's date of birth _____

Spouse's education and employment _____

Children: names, dates of birth, gender _____

Church Information

Church membership (name of church, address, phone number, and name of current pastor) _____

Date of membership _____

Denominational affiliation of church _____

Current relationship to a local church ☐ Staff member ☐ Member ☐ Regular attendee ☐ Occasional attendee

Academic Information

Have you completed an undergraduate degree from an accredited institution? ☐ Yes ☐ No

List below all post-high school institutions attended:

Name of school	State/Country	Dates Attended	Degree Type	Diploma date, if awarded
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Do you consider your scholastic record as adequately reflective of your academic abilities? ☐ Yes ☐ No

Please explain: _____

Some students have taken courses that may be eligible for seminary credit toward a degree. Do you have reason to believe your previous academic work applies? ☐ Yes - graduate level work ☐ Yes - undergraduate level work ☐ No

Have you ever been refused admission to, suspended by, or dismissed from a school or seminary? ☐ Yes ☐ No If yes, please explain on a separate piece of paper.

Work History

Present occupation/title _____

Present employer and dates employed _____

Do you have Military Affiliation? ☐ Yes ☐ No

If yes, what is your status? ☐ Active ☐ Veteran ☐ Dependent ☐ Spouse

Work history (begin with most recent work experience)

Company	Supervisor	Dates	Job Title	Responsibilities
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Enrollment and Housing Information

Anticipated enrollment date: ☐ Fall _____ ☐ Spring _____ ☐ Summer _____

☐ Full time ☐ Part time

I/We desire school housing: ☐ Yes ☐ No If yes, the number of people needing housing _____

I intend to be a distance student and start theological studies online: ☐ Yes ☐ No

Enrollment Status (check if applicable):

☐ Transfer student (Please obtain a letter of good standing from the dean of your previous school)

☐ First-year intern: Site _____ Date on campus _____

Please note: Intern sites must be approved by the Office of Field Education.

Program Information

Application is being made for the following degree and/or program

☐ Master of Divinity (MDiv)

☐ Master of Arts in Christian Formation (MACF)

☐ Master of Arts in Christian Ministry (MACM)

☐ Master of Arts in Theological Studies (MATS)

Dual Degree

If applying for a dual degree, then select which business degree will be paired with the above seminary degree.

☐ Master of Nonprofit Administration (MNA)

☐ Master of Business Administration (MBA)

(For the following programs, please ask the Seminary Admissions Office for the appropriate application: Doctor of Ministry in Preaching, Doctor of Ministry in Urban Ministry Leadership, ministry certificates, visiting student, and auditing.)

International Students Only

Please have your official TOEFL scores submitted directly to North Park Theological Seminary. North Park's official TOEFL code is: 1556.

TOEFL score required (for students whose primary language is not English) _____

Date of exam _____

If you are married, will your spouse accompany you to the United States? _____

If you have children, how many of them will accompany you to the United States? _____

Name of child	Birth date	Gender
_____	_____	_____
_____	_____	_____

Financial Aid

For more information about scholarships, grants and loans, and how to apply, visit our website at www.northpark.edu/seminary-aid.

Are you planning to submit a FAFSA? ☐ Yes ☐ No Date submitted _____

North Park Theological Seminary practices need blind admission, meaning we admit students regardless of financial resources or need.

North Park Theological Seminary awards academic scholarships shortly following admission based on your academic record.

The Presidential and Mosaic Leadership scholarships require a separate application and are awarded based on academic record, vocational direction, and previous experiences. You may apply for these scholarships at the same time you apply for admission. Scholarship applications are due April 15 for fall admission and November 1 for spring admission.

Do you plan on applying for the Presidential and/or Mosaic Leadership scholarships? ☐ Yes ☐ No

Do you have financial support from other persons or organizations? ☐ Family ☐ Employer ☐ Other Outside Sponsor ☐ N/A

Other Information

How did you first hear about North Park Theological Seminary? _____

Are you applying to any other schools? ☐ Yes ☐ No If yes, which schools: _____

Have you ever pled guilty or been convicted or adjudicated of a felony or misdemeanor? ☐ Yes ☐ No If yes, please attach an explanation on a separate piece of paper. Such information will not necessarily disqualify you from admission.

I hereby make application for admission into North Park Theological Seminary and promise to abide by the regulations of the institution and to promote its best interests. I certify that to the best of my knowledge all answers given in this application are accurate and truthful. I understand that as the seminary of the Evangelical Covenant Church, North Park Theological Seminary prepares both women and men for pastoral and lay leadership in the church.

Signature

Date

Application Checklist

- ☐ Complete and sign the application
- ☐ Review and sign the waiver on each reference form
- ☐ Distribute reference forms and ask them to complete and return the forms to North Park as soon as possible
- ☐ Complete the two essays
- ☐ Enclose a \$25, non-refundable application fee. You may also pay by credit card over the phone.
- ☐ Request that transcripts be sent to: Admissions Office of North Park Theological Seminary, Box 40

For dual degree students only:

- ☐ Resume
- ☐ GRE or GMAT scores if undergrad GPS is below 3.0
- ☐ Additional dual degree essay section

International Student Application Checklist

Please complete the steps on the general application checklist as well as the following:

- ☐ Complete the affidavit of support form and send it with supporting bank statement documents
- ☐ Take the TOEFL test and have your scores sent directly to North Park Theological Seminary
- ☐ Submit your academic transcripts to an evaluation such as Educational Credential Evaluators and have the evaluation sent directly to Admissions Office of North Park Seminary.
- ☐ Send a copy of your passport

All application items can be mailed to:

North Park Theological Seminary Admissions
3225 W. Foster Avenue, Box 40
Chicago, IL 60625

Or emailed to: Semadmissions@northpark.edu

If you have any questions, please contact Seminary Admissions at (773) 244-6229 or (800) 964-0101.

Pastoral Reference Form

NORTH PARK
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Applicant's name

Applicant's address, phone number, and email

Program applicant is applying for

Note to applicant: You must indicate your preference and sign the reference waiver located on the back of this form for it to be processed.

In seeking admission into North Park Theological Seminary, the above applicant is required to have this form filled out and returned to the Admissions Office at the Seminary. We seek individuals who are qualified to pursue theological studies and who have the potential to serve effectively in the ministry they choose; we would appreciate a frank evaluation of this applicant. If you feel that this form is not adequate for your remarks, please feel free to provide your response in a separate document. Please note that an additional interview with you is standard for all applicants to degree programs at North Park Theological Seminary. It is recommended that you not be part of the church recommendation committee if you submit this form.

CONFIDENTIALITY: Federal law gives students the option to waive their right to see specific letters of recommendation. If the applicant has not signed the waiver on the reverse side of this form, it will be assumed that you are submitting information with the full knowledge that it may be seen by the applicant if he or she is accepted and enrolls at North Park.

1. How long have you known the applicant?

2. In what capacity have you known the applicant?

3. What is your occupation?

4. Please evaluate the applicant in the following areas: *(Circle only one number for each item using the following scale: 1 – Excellent, 2 – Very Good, 3 – Average, 4 – Poor, N – Not Observed)*

Christian faith and commitment	1	2	3	4	N
Moral character	1	2	3	4	N
Leadership	1	2	3	4	N
Personal maturity	1	2	3	4	N
Spiritual maturity	1	2	3	4	N
Ability to work with others	1	2	3	4	N
Reliability	1	2	3	4	N
Emotional stability	1	2	3	4	N
Interpersonal relationships	1	2	3	4	N
Judgment	1	2	3	4	N
Communication skills (written)	1	2	3	4	N
Communication skills (oral)	1	2	3	4	N
Organizational skills	1	2	3	4	N
Flexibility in work related situations	1	2	3	4	N
Ability to analyze a problem and formulate a solution	1	2	3	4	N

5. What do you consider as the applicant's most important gifts, strengths, or personal characteristics?

6. In your opinion, what are the applicant's areas for growth and improvement? _____

7. Please comment upon the applicant's potential future success managing people and organizations? _____

8. Do you recommend this person for admission to North Park Theological Seminary?

☐ Highly recommend

☐ Recommend

☐ Recommend with reservations _____

☐ Do not recommend

Signature

Date

Print name

Phone Number

Please email form to semadmissions@northpark.edu or mail to: North Park Theological Seminary Admissions, Box 40, 3225 West Foster Avenue, Chicago, Illinois 60625-9972. Be sure to retain a copy for yourself.

Reference Waiver

The Family Education and Privacy Act of 1974 provides the applicant the right of access to information provided by their references after the application has been accepted and the applicant has enrolled at North Park Theological Seminary. The law also allows the applicant the privilege to waive the right of access, an action which may enhance the integrity of recommendations and references. No school, however, can require an applicant to sign such a waiver, nor can it discriminate in any way against any applicant who does not waive his or her right to access.

Please check one:

☐ I waive my right of access

☐ I do not waive my right to review this form

Signature

Date

Church Recommendation Form

NORTH PARK
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Applicant's name _____

Enrollment date _____

Degree program _____

Dear Church Committee:

As the local church, your role is crucial in the recruitment and calling of men and women into Christian service and leadership. God's call has always involved more than one individual's private decision. The New Testament is clear that there are requirements and qualifications for ministry which must be met by those who would serve. These include the recognition of one's gifts by those being served; therefore, the call to ministry is a shared process by the candidate and his or her local church.

A committee to evaluate the candidate must be comprised of at least two members of the church who are in staff or lay leadership roles. The interview may take place in person or over the phone. The applicant may choose to submit in writing in advance his or her answers to the questions in Section A, but the committee should still meet with the applicant and discuss his or her answers.

Whether or not the candidate enrolls in seminary, North Park believes the process of having candidates dialog with home churches is one that has value in itself. Please feel free to include any additional questions and comments that may be useful. If you have any questions, please call the NPTS Admissions Office at (800) 964-0101 or (773) 244-6229.

1. As a committee, meet with the candidate and discuss the questions and issues in Section A: "Interview with the candidate."
2. As a committee, meet without the candidate present and discuss the issues in Section B: "Questions to address within the committee."
3. Committee members should sign this recommendation form. Have someone act as secretary for the meeting to submit the answers to the questions on a separate sheet of paper and mail it with this form promptly to:

North Park Theological Seminary

Admissions Office, Box 40
3225 West Foster Avenue
Chicago, Illinois 60625-4895

4. Keep a copy of the form.

Section A

Questions for the interview with the candidate:

1. What gifts for ministry do you have and in what ways have you demonstrated these gifts? How have you enriched your church and/or the Church at large?

2. What joys and difficulties have you experienced in ministry?

3. What obstacles do you foresee having to face in seminary (e.g., financial, theological, personal, familial, others)?

Section B

Questions to address within the committee without the candidate present:

4. How long and how well have the committee members known the candidate?
5. Has the church recognized the gifts for ministry mentioned in Section A, Question 1? Is the candidate realistic in assessing these gifts?
6. List reasons why you would or would not recommend this person for ministry given appropriate training in his or her particular area of interest. Are there any potential problem areas or concerns for this person's effectiveness in ministry?

Church name _____

Church address _____

Church phone number _____

Church fax number _____

Submitted by (please have all committee members sign this form):

Print name

Signature

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Please email form to semadmissions@northpark.edu or mail to: North Park Theological Seminary Admissions, Box 40, 3225 West Foster Avenue, Chicago, Illinois 60625-9972. Be sure to retain a copy for yourself.

North Park Theological Seminary admits qualified students regardless of race, age, sex, national or ethnic origin, or disability.

Faculty/Colleague Reference Form

NORTH PARK
THEOLOGICAL
SEMINARY

Applicant’s name _____

Applicant’s address, phone number, and email _____

Note to applicant: You must indicate your preference and sign the reference waiver located on the back of this form for it to be processed.

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CONFIDENTIALITY: Federal law gives students the option to waive their right to see specific letters of recommendation. If the applicant has not signed the waiver on the reverse side of this form, it will be assumed that you are submitting information with the full knowledge that it may be seen by the applicant if he or she is accepted and enrolls at North Park.

1. How long have you known the applicant? _____

2. In what capacity have you known the applicant? _____

3. What is your occupation? _____

4. Please evaluate the applicant in the following areas: *(Circle only one number for each item using the following scale: 1 – Excellent, 2 – Very Good, 3 – Average, 4 – Poor, N – Not Observed)*

Christian faith and commitment	1	2	3	4	N
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Leadership	1	2	3	4	N
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Ability to work with others	1	2	3	4	N
Reliability	1	2	3	4	N
Emotional stability	1	2	3	4	N
Interpersonal relationships	1	2	3	4	N
Judgment	1	2	3	4	N
Communication skills (written)	1	2	3	4	N
Communication skills (oral)	1	2	3	4	N
Organizational skills	1	2	3	4	N
Flexibility in work related situations	1	2	3	4	N
Ability to analyze a problem and formulate a solution	1	2	3	4	N

5. What do you consider as the applicant’s most important gifts, strengths, or personal characteristics? _____

6. In your opinion, what are the applicant's areas for growth and improvement? _____

7. Please comment upon the applicant's potential future success managing people and organizations? _____

8. Do you recommend this person for admission to North Park Theological Seminary?

☐ Highly recommend ☐ Recommend ☐ Recommend with reservations _____ ☐ Do not recommend

Signature

Date

Print name

Phone Number

Please email form to semadmissions@northpark.edu or mail to: North Park Theological Seminary Admissions, Box 40, 3225 West Foster Avenue, Chicago, Illinois 60625-9972. Be sure to retain a copy for yourself.

Reference Waiver

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Please check one:

☐ I waive my right of access

☐ I do not waive my right to review this form

Signature

Date