

# Doctor of Ministry

## Application for Admission



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To be considered for admission, please provide the following materials to the Saint Paul School of Theology Admissions and Financial Aid Office. An application file is not complete until all documents have been received. All decisions made by the Doctor of Ministry Committee regarding the application are final.

1. A completed [application for admission](#) form.
2. Official [academic transcripts](#) from every college, university, graduate school, and seminary attended, from which you have received a total of **fifteen** or more credit hours. A Master of Divinity degree (or Bachelor of Divinity or equivalent professional ministerial degree from a regionally and the Association of Theological Schools accredited theological seminary), with a grade point average of 3.0 (on a 4.0 scale).
3. Four [letters of recommendation](#) are required. Each letter should be sent directly to the Admissions and Financial Aid Office with the recommender's signature across the envelope seal. Forms are included with the application. Additional recommendation forms can be printed from the Saint Paul website at [www.spst.edu](http://www.spst.edu). It is important that you distribute these forms as soon as possible. Family members may not be used as for letters of recommendation.
4. A [personal statement of purpose](#). Briefly narrate your background, positions in ministry, continuing education experiences, and future plans for ministry (no more than one page of the total four double-spaced typed pages). State your purpose in pursuing the D.Min. degree and how the degree at Saint Paul will enhance your ministry. Refer to the experiences and theological resources that inform your interests.
5. A [theological writing analysis](#) of a situation in ministry (not more than four double-spaced typed pages).

### Two options for the theological writing analysis:

- 1) Analyze a poignant ministerial situation from an explicitly defined theological perspective. Use carefully selected biblical, historical, and theological sources to inform your thinking. Make sure theological issues implicit in the situation are addressed and that constructive suggestions for ministry are offered. This reflection should be related substantively to your primary interests in the D.Min. degree.

OR

- 2) Submit a previously written work (e.g., an academic paper or a theologically substantive sermon). If the paper or sermon exceeds the page limit, indicate the four pages that you wish the committee to read.

**Important Notice:** As the Doctor of Ministry Committee evaluates the theological analysis, they will be looking for your ability to demonstrate the following:

- a) Accurately present and critically assess the argument of a text.
  - b) Give an informed analysis of the situation vis-à-vis authoritative texts. Theological explication is especially important (e.g., how God is understood in this situation; how people are related to one another and to God; how grace and sin are manifested in the situation). Give attention to how your thinking is explicitly grounded in theological disciplines.
  - c) Offer constructive suggestions for future practice.
6. If English is not your first or native language, you will need to take the Test of English as a Foreign Language (TOEFL) and submit a score of 550 on the written (TOEFL) test, 213 on the Computer-based test (cBT), or 79-80 on the Internet-based test (iBT). The institutional (TOEFL) code for Saint Paul School of Theology is **6725**.
  7. A \$45.00 non-refundable [application fee](#).

## ENROLLMENT INFORMATION

The Doctor of Ministry degree begins in January of each year with the D.Min. Orienting Seminar. The D.Min. degree is offered through two programs:

**1.) General Program (30 credit hours)**

*Admission to the general track requires students to indicate their area of study, and is contingent upon the D.Min. Committee securing the agreement of a faculty person willing and able to serve as D.Min. advisor and project committee chair in the student's area of interest.*

Individuals may focus on the following areas:

- |  |   |
|--|---|
| <input type="checkbox"/> Black Church Ministries       | <input type="checkbox"/> Health and Welfare Ministries      |
| <input type="checkbox"/> Christian Religious Education | <input type="checkbox"/> Ministry in the Wesleyan Tradition |
| <input type="checkbox"/> Church and Society            | <input type="checkbox"/> Pastoral Care                      |
| <input type="checkbox"/> Church Leadership             | <input type="checkbox"/> Preaching and Worship              |
| <input type="checkbox"/> Evangelism                    | <input type="checkbox"/> Town and Country Ministries        |
| <input type="checkbox"/> Other _____                   |   |

**2.) Track in "Wesleyan Spirituality, Leadership, and Congregational Renewal" offered in 2009 (cohort program / 30 credit hours)**

**I AM APPLYING TO ENTER THE PROGRAM JANUARY 20\_\_\_\_\_.** *(Please indicate year)*

### PLEASE PRINT OR TYPE

Name \_\_\_\_\_  
Last Name First Name Middle Name

Preferred First Name \_\_\_\_\_ Social Security Number \_\_\_\_\_

Home Address \_\_\_\_\_

City/Town \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Work Address \_\_\_\_\_

City/Town \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

**Preferred Address for Mailing Purposes (check one):**     Home     Work

Telephone Numbers: Church \_\_\_\_\_ Home \_\_\_\_\_

Cell Phone Number \_\_\_\_\_ E-mail \_\_\_\_\_

### EDUCATIONAL BACKGROUND

List chronologically **ALL** colleges, universities (from which **fifteen** or more credit hours were earned) and all theological schools, professional and graduate institutions attended.

	Degree	Date of Graduation	Dates Attended	GPA on 4.0 scale
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Official copies of academic transcripts from all institutions listed must be sent directly from the institution to the Saint Paul School of Theology Admissions and Financial Aid Office.

**EMPLOYMENT**

List all positions held since graduation from seminary

Name and Location of Employment

Dates:  
From

To

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

**DENOMINATIONAL INFORMATION**

Denomination \_\_\_\_\_

Conference or Judicatory Unit \_\_\_\_\_

Present standing in your denomination \_\_\_\_\_

Date(s) of Ordination(s) (if applicable) \_\_\_\_\_

**LETTERS OF RECOMMENDATION**

Please give the name, telephone numbers, and e-mail address for each of your recommenders. Each letter of recommendation should be in a sealed envelope with the recommender’s signature across the seal. Completed recommendations should be sent directly from the person providing the recommendation to the Admissions and Financial Aid Office. Family members may not be used for letters of recommendation.

**Your present (or immediate past) denominational supervisor or credentials committee representative.**

Name \_\_\_\_\_

Title \_\_\_\_\_

Telephone Number(s) \_\_\_\_\_ E-mail Address \_\_\_\_\_

**An Academic Dean or faculty member from the seminary from which you received your M.Div. or B.D. degree.**

Name \_\_\_\_\_

Title \_\_\_\_\_

Telephone Number(s) \_\_\_\_\_ E-mail Address \_\_\_\_\_

**The head of your local congregational ministerial committee or personnel committee (at place of employment).**

Name \_\_\_\_\_

Title \_\_\_\_\_

Telephone Number(s) \_\_\_\_\_ E-mail Address \_\_\_\_\_

**Someone with whom you have worked in a peer relationship in ministry who knows you well.**

Name \_\_\_\_\_

Title \_\_\_\_\_

Telephone Number(s) \_\_\_\_\_ E-mail Address \_\_\_\_\_

## OPTIONAL INFORMATION

This information will be used only in accordance with Title IX of the Education Amendments Act of 1972.

Date of Birth \_\_\_\_\_  Female  Male

Predominant Racial/Ethnic Minority Background:

- |  |   |
|--|---|
| <input type="checkbox"/> American Indian or Alaskan Native         | <input type="checkbox"/> Nonresident Alien                |
| <input type="checkbox"/> Asian                                     | <input type="checkbox"/> White                            |
| <input type="checkbox"/> Black or African American                 | <input type="checkbox"/> Two or more races (non-Hispanic) |
| <input type="checkbox"/> Hispanic or Latino/a (any race)           | <input type="checkbox"/> Race and ethnicity unknown       |
| <input type="checkbox"/> Native Hawaiian or Other Pacific Islander | <input type="checkbox"/> Other (specify) _____            |

If you are applying to other D.Min. Programs, which ones? \_\_\_\_\_

Are you a U.S. citizen?  Yes  No If not, country of citizenship \_\_\_\_\_

This information is requested to monitor the seminary's commitment to equal opportunity.

Saint Paul School of Theology does not discriminate on the basis of age, race, national or ethnic origin, disability, or gender. Saint Paul School of Theology follows a policy of equal opportunity and affirmative action in its admission, employment, and financial aid decisions.

## APPLICATION DEADLINES

The Doctor of Ministry completed application deadline for those participating in the January D.Min. Orienting Seminar is **October 10**.

*Upon admission into the Doctor of Ministry General Program, you may take up to six credit hours prior to the January D.Min. Orienting Seminar.*

## CONFIRMATION FEE

To secure a place in the program, a non-refundable Confirmation Fee of \$100.00 is required following admission. Students who pay the non-refundable Confirmation Fee, but change their entry term or fail to enroll, will forfeit the fee.

## SIGNATURE

My signature below indicates that all the information contained in my application is factually correct and honestly presented. I understand that withholding information or giving false information may make me ineligible for admission or constitute grounds for termination. I certify that the foregoing information is correct to the best of my knowledge.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Please return completed application, personal statement, letters of recommendation, and theological analysis, with the non-refundable \$45.00 application fee by **October 10** for January entrance to the Admissions and Financial Aid Office. Make check payable to Saint Paul School of Theology.