

ADMISSIONS

Student Classification

Students are admitted to MTS under one of the following categories:

Degree & Graduate Certificate candidates are committed to a plan of study and to completing the program requirements within the appropriate period of time.

- Master of Divinity (3-6 years)
- Master of Arts in Pastoral Counseling (2-6 years)
- Master of Arts in Theological Studies (2-6 years)
- Graduate Certificate in Formative Spirituality (2-6 years)

Nondegree students are typically exploring a degree program, planning to transfer credits to a program at another institution, or are fulfilling a prescribed plan of academic studies.

Auditors are interested in becoming familiar with the content of a course without the graded assignments of credit work.

DEGREE & GRADUATE CERTIFICATE CANDIDATES

Admission Requirements and Acceptance Process

Admission to a degree or graduate certificate program is based upon academic record, written letters

of recommendation, and the applicant's ability to communicate and reflect theologically in the admissions essay.

1. Official transcripts from all educational institutions beyond high school are required. An applicant is expected to hold a baccalaureate degree from an accredited college or university (for exceptions pertaining to the MDiv program see page 39).

2. An undergraduate cumulative grade point average of 2.5 is considered minimum for entry into MTS.

In exceptional cases, applicants with an undergraduate cumulative grade point average below 2.5 may be admitted to a degree program on academic probation. (See page 49 Academic Probation.)

3. The admissions essay and letters of recommendation are used to assess personal qualities and abilities. Significance is placed upon the applicant's aptitude for theological understanding, self-awareness, ability to communicate, and ability to articulate matters of faith.

In addition to reference letters, MDiv applicants are also required to submit a statement from a judicatory official specifying their status with their denomination. Denominational endorsement of MDiv degree candidates is

Application Materials

Individuals who desire to enroll at Moravian Theological Seminary can submit an online application through the Seminary's website. The online application includes a non-refundable \$25 application fee. Applications should be submitted at least 60 days before the start of the semester.

The documentation required for consideration for admission are:

1. Online application (degree & graduate certificate candidates, nondegree students, auditors)
2. Transcripts from all schools attended beyond high school (degree & graduate certificate candidates, nondegree students, auditors)
3. Autobiographical essay articulating one's faith journey and goals (degree candidates only)
4. Letters of recommendation from 3 individuals, as designated on the form (degree candidates only)

Application materials can be downloaded from the Seminary's website at: www.moravianseminary.edu/adm/forms.html, or are available upon request by contacting the Office of Vocation and Enrollment, phone: 610-861-1520 or 800-843-6541, email: seminary@moravian.edu.

strongly advised. MDiv candidates who do not have a formal relationship with a denomination should submit a statement outlining their intentions.

4. Students applying to the Graduate Certificate program must have an interview with the Formative Spirituality team.

5. When all required materials are received, applications are reviewed by the Admissions and Standing Committee, made up of representatives of the faculty and administration. Interviews may be conducted with this committee. Applicants are informed of the committee's decision within three weeks of the end of the review process.

6. Applicants who have been accepted for admission as degree candidates are required to make a \$50 deposit within one month of notification of acceptance. This deposit will be credited to the student's account.

NONDEGREE STUDENTS Admission Requirements and Acceptance Process

Nondegree students receive graduate course credit for course work and are evaluated by the same criteria as degree candidates. Generally, nondegree students may take up to four courses with the approval of the instructor/s. Additional courses may be taken if a plan of study is developed by the student in consultation with the faculty advisor and approved by the Admissions and Standing Committee.

Admission into a class as a nondegree student is based upon academic record and the instructor's approval.

1. Official transcripts from all educational institutions beyond high school are required. An applicant is expected to hold a baccalaureate degree from an accredited college or university.

2. An undergraduate cumulative grade point average of 2.5 is considered minimum to take courses as a nondegree student.

In exceptional cases, applicants with an undergraduate cumulative grade point average below



2.5 may be granted approval by the instructor to take a course.

3. When all required materials are received, applications will be considered for approval by the course instructor.

4. Applicants who have been granted approval to enroll in class/es as a nondegree student will be notified within 3 weeks of instructor approval.

AUDITORS Admission Requirements and Acceptance Process

Prior to the start of class, auditors are responsible for meeting with the instructor to establish their level of engagement in the class. Courses begun as audit status cannot be changed to credit status after the drop/add period. Admission into a class as an auditor is based upon academic record and the instructor's approval.

1. Official transcripts from all educational institutions beyond high school are required. An applicant is expected to hold a baccalaureate degree from an accredited college or university. In exceptional cases, auditors with a degree from a non-accredited college, or those who do not hold

a baccalaureate degree, may receive approval to register for class.

2. When all required materials are received, applications will be considered for approval by the course instructor.

3. Courses begun on an audited basis may not be changed to credit status after the drop/add period.

Cross-Registration with Moravian College

Students who are enrolled at Moravian College may take certain courses at MTS with the approval of the student's faculty advisor and the instructor of the course.

MTS students are occasionally granted permission to take an advanced course at the College as a Directed Study. Students must accept the requirements designated by the instructor for graduate level work. Registration may be pursued in consultation with the faculty advisor.

Religious Studies Major at Moravian College Comenius Center

The Comenius Center at Moravian College offers a baccalaureate Religious Studies major that explores religion from the perspective of various world faiths as well as the social sciences and liberal arts. It is particularly suited for those considering a change of

career and provides an excellent foundation for a vocations in ministry, service within faith communities, and social service agencies. For individuals who wish to continue on to seminary, there is an option for an articulated admission with advanced standing to Moravian Theological Seminary. Contact the Director of Admissions at the Comenius Center for more information at comenius@moravian.edu.

Transfer Students/Transfer of Credit

Students who wish to transfer credits to MTS from other accredited institutions must complete the application and admissions process required of all degree students and request a transfer credit evaluation. Up to one less than half of the credits required in the student's degree program may be granted on the basis of transfer credits. (e.g., not more than 45 credits may be granted in a 91 credit program)

In considering course work for transfer credit, MTS will accept only courses taken at seminaries accredited by the Association of Theological Schools (ATS) or through graduate level programs offered by regionally-accredited institutions. Transfer credit will only be given for courses in which a student has received a grade of B- or better. Typically, courses that can be considered for transfer must have been taken within 10 years of matriculation into an MTS degree program.

Students wishing to receive transfer credit for courses taken before admission to MTS must complete the Transfer Credit Application form and meet with the Chair of the Admissions and Standing Committee. A syllabus may be required for each course requested for transfer credit.

Students wishing to receive transfer credit for courses to be taken at another school after admission to MTS must apply in advance of taking the course for a determination of the course's equivalency to fulfill degree requirements at MTS. Students must complete the Transfer Credit Application form and meet



with the Chair of the Admissions and Standing Committee. A syllabus may be required for each course requested for transfer credit.

International Students

Moravian Seminary values the contribution that international students make to our community.

Students from other countries who wish to enroll at the Seminary should begin the inquiry process at least one year before the intended semester of enrollment. All application materials (including TOEFL/TWE scores) must be received by the Office of Vocation and Enrollment by April 1st to be considered for admission in the fall semester.

In addition to the admissions requirements on pages 36-37 the following items apply to international students:

1. Evidence of adequate financial support for expenses not covered by Seminary scholarships must be provided by the applicant prior to acceptance.
2. International applicants are required to complete their first degree before attending MTS. Official transcripts of all college and seminary study must be translated into English by the applicant and will be submitted to an outside agency for evaluation to determine academic equivalencies. The applicant will be responsible for the cost of the evaluation.
3. Applicants whose native language is not English must demonstrate adequate preparation in English by taking the Test of English as a Foreign Language (TOEFL) and the Test of Written English (TWE) and submitting their scores to the Seminary. The Seminary requires a minimum

score of 550 on the paper-based test and a 213 on the computer-based test for admission.

These tests are administered in most countries, but applicants must register for them well in advance. The fee for the tests must be borne by the applicant. Arrangements for sending test scores to MTS are made by using the institution's code number (2418) at the time of registration. The website for information and testing dates is www.TOEFL.org.

Remedial courses to develop English language competency will not be credited toward seminary degrees.

Students who, in the judgement of the faculty, are found to be inadequately prepared in the English language after being admitted to MTS may be required to withdraw from further academic work.

Admitting Non-Baccalaureate Students into the MDiv Program

Under exceptional circumstances the Admissions and Standing Committee may accept a student into the MDiv program who does not hold a baccalaureate degree.

The student shall be an approved candidate for the ministry or already serving in some form of ministry and shall be specifically endorsed for study by his or her sponsoring denomination.

The student shall demonstrate sufficient background and ability to handle master's level work. This may be determined by the Graduate Record Examination (GRE) or satisfactory completion of one year of studies in upper level courses in the social sciences and humanities at an accredited undergraduate institution. Grades for these courses must be at the A and B level.

All non-baccalaureate students are admitted to the Seminary on academic probation. The probation period will end after the student has attained a 2.5 average after two consecutive semesters of full-time coursework, or after 12 credit hours for part-time students.



In compliance with the standards of the Association of Theological Schools, the number of non-baccalaureate students in the MDiv program shall not exceed 10% of the total enrollment in that program. In any course, no more than 20% of the total enrollment may be made up of students who do not hold baccalaureate degrees.

Pre-Seminary Studies

College students preparing for pastoral ministry and/or counseling should pursue a broad education in the humanities in their undergraduate studies. Such courses will support a student's theological education by broadening their understanding of culture, human dynamics and the physical world.

Moravian Seminary suggests the following subject areas for those planning undergraduate studies with a seminary education in mind:

- Courses in Bible and religion
- English (literature and composition)
- Speech
- History
- Philosophy
- Natural sciences

- Psychology and Sociology
- Fine arts and music
- Knowledge of a foreign language provides a helpful background for the study of biblical languages in Seminary.

Second-career students bring a wealth of life experiences to seminary but may not have had an academic background that prepares them for theological studies. During the application process, second career students should explore with Seminary advisors whether additional course preparation is necessary before enrolling in MTS courses. The primary concern is to ensure that incoming students have, or can acquire, the academic skills necessary to succeed in seminary.

Students with Disabilities

If you have a disability and if you have a question as to possible accommodations, you may feel free to discuss this during your campus visit.

If you are accepted to Moravian Theological Seminary and have a disability, please be sure to discuss any needs that require accommodation as soon as possible after you have received your formal acceptance. The Seminary's Disabilities Coordinator is the Director of Vocation and Enrollment, (610-861-1525).

Nondiscrimination Policy

Moravian Theological Seminary is a welcoming community that embraces and values the diversity of all members of the campus community. We acknowledge the uniqueness of all individuals, and we seek to cultivate an environment that respects, affirms, and defends the dignity of each member of the community. Moravian Theological Seminary complies with all federal and state laws regarding nondiscrimination in recruitment, admission, and employment of students, faculty, and staff. Inquiries concerning this policy may be directed to: Mr. Dennis A. Domchek, Vice President for Administration, Moravian College, Bethlehem, Pennsylvania 18018, (610-861-1360).