

MALAYSIA BAPTIST THEOLOGICAL SEMINARY

**40 A-D, Mukim 17, Batu Ferringhi, 11100 Penang, Malaysia.**

**Tel: +604-8811245 Website: www.mbts.org.my**

**Application Procedure and Process**

1. **Application Procedure**

Email the following application documents to chloeang@mbts.org.my:

1. Duly filled Application Form by typing (not by handwriting).

*\** ***MBTS Alumni graduated within 5 years:*** *Complete only sections A – F of the Application Form and submit a one-page essay (<250 words) on reason for upgrading. Items b – f listed below are not required.*

1. A testimony describing your conversion experience and growth as a Christian (<500 words).
2. Your conviction of being called into full-time Christian Vocation (full-time student) or why you are interested in pursuing studies at MBTS (non-full-time student) (<500 words).
3. Certificates of highest educational attainment. For theological major degrees, provide also the transcripts.
4. A recent photograph of yourself.
5. Pay a non-refundable Application Fee of RM100 (Malaysians & Developing Countries nationality) or USD50 (Developed Countries nationality) via one of the following methods (do not send cash through postal service):
	1. Pay cash at the Finance Office.
	2. Deposit the amount into one of the bank accounts below and provide the record or receipt of transaction. Applicants using wire transfer (TT) needs to pay an additional USD40 to cover the remittance taxes and bank charges. Overseas applicants can check with us before making payment.

Local & International Banking

Bank: CIMB Bank Berhad

Bank Address: G-29 & 30, Jalan Fettes, Prima Tanjung Business Centre,

 11200 Tanjung Tokong, Penang, Malaysia.

Bank Account No.: 800 427 3936

Beneficiary: Malaysia Baptist Theological Seminary

Beneficiary Address: 40A-D, Mukim 17, Batu Ferringhi 11100, Penang, Malaysia.

Beneficiary Contact No.: + 604 8811078

Swift Code Ref.: CIBBMYKL / CIBBMYKLXXX

Local Banking

Bank: Malayan Banking Berhad

Account No.: 507 143 409 719

Beneficiary: Malaysia Baptist Theological Seminary

* 1. Make the payment via TransferWise (<https://transferwise.com/invite/u/cheowc13>). Applicant using this service needs to pay an additional USD10 to cover transfer charges.
1. **Evaluation Procedure**
2. Applications will be evaluated after all application documents, including the Letters of Recommendation and Church Endorsement Letter, have been received. Applications will not be processed if any of the application documents is incomplete.
3. An application typically takes 1 ~ 3 months to be processed, largely depending on how quickly the Letters of Recommendation and Church Endorsement Letter are returned. If necessary, applicants will be interviewed, whether onsite or online.
4. The approval of an application largely depends on whether the applicant fulfills the entrance requirements specified in the Academic Catalogue, including the applicant’s character (as testified by the referees) and academic qualification (or ministry experience for those who do not meet this requirement).
5. Applicants will be informed of the outcome. An Admission Letter will be issued to approved applicants (now considered students).
6. Residential students (those who live on campus) are to submit a Medical Examination Report before arriving at the campus. This is not applicable to non-residential students.
7. **Accommodation**
8. Accommodation is only available to full-time students at the Penang Campus.
9. Couple rooms, male dormitories and female dormitories are available (typically twin-sharing type).
10. Family housing (limited unit) is available upon special request.



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**APPLICATION FORM (ENGLISH DEPT)**

*\* Please tick [x]  where applicable.*

|  |  |
| --- | --- |
| **A. Basic Information** | Recent Photo of Applicant |
| i) | *Name* |  |
|  | Last / Family Name : |       |  |
|  | First & Middle Name : |       |  |
|  | Chinese (if applicable) : |       |  |
| ii) | *Personal Information* |
|  | Gender | [ ]  Male [ ]  Female |  |
|  | Date of Birth : |       |  |
|  | Nationality : |       |  |
|  | I/C No. (Malaysian) /Passport No. (non-Malaysian) : |       |
|  | Possess any kind of long-term Malaysian visa (non-Malaysian) : | [ ]  No [ ]  Yes (Specify type) |       |
| iii) | *Contact* |
|  | Mobile Phone : |       | Email Address : |       |
|  | Address: |       |
|  |  |       |
| iv) | *Emergency Contact* |
|  | Name : |       |
|  | Mobile Phone : |       | Relationship : |       |

**B. Program**

|  |  |  |
| --- | --- | --- |
| i) | *Penang Campus*  |   |
|  | Pace of study : [ ]  Part-Time [ ]  Full-Time \* *Apply to stay in dormitory?* [ ]  *Yes* [ ]  *No* |
|  | Program : | [ ]  Diploma in Christian Studies (DIPCS) [ ]  Bachelor of Theology (BTH) |
|  |  | **[ ]**  Graduate Diploma in Christian Studies (GDIPCS) **[ ]**  Master of Christian Studies (MCS)  |
|  |  | **[ ]**  Master of Divinity (MDIV) **[ ]**  Master of Divinity CTE (MDIV CTE) |
|  |  | **[ ]**  Master of Arts in Pastoral Studies (MAPS) |
|  |  |  |
| ii) | *Klang Valley Campus* |  |
|  | Program : | **[ ]**  Diploma in Christian Studies (DIPCS) **[ ]**  Bachelor of Theology (BTH) |
|  |  | **[ ]**  Graduate Diploma in Christian Studies (GDIPCS) **[ ]**  Master of Christian Studies (MCS)  |
|  |  | **[ ]**  Master of Arts in Pastoral Studies (MAPS) **[ ]**  Master of Arts in Urban Ministry (MAUM) |
|  |  | **[ ]**  Master of Divinity (MDIV) **[ ]**  Master of Divinity CTE (MDIV CTE) |
|  |  | **[ ]**  Master of Arts in Great Commission Apologetics (MAGCA) |
|  |  |  |
| iii) | *Online Campus* |  |
|  | Program : | [ ]  Diploma in Christian Counseling (DIPCC) [ ]  Graduate Diploma in Christian Studies (GDIPCS)  |
|  |  | Intercultural Studies | [ ]  Master of Arts (MAIS) [ ]  Diploma (DIPIS) |
|  |  | Holistic Child Development | [ ]  Master of Arts (MAHCD) [ ]  Diploma (DIPHCD) |
|  |  | Biblical Interpretation | [ ]  Master of Arts (MABI) [ ]  Diploma (DIPBI) |
|  |  | World Christian Studies | [ ]  Master of Arts (MAWCS) [ ]  Diploma (DIPWCS) |
|  |  | Great Commission Apologetics  | [ ]  Master of Arts (MAGCA) [ ]  Diploma (DIPGCA) |
|  |  | Youth Ministry | [ ]  Master of Arts (MAYM) [ ]  Diploma (DIPYM) |
|  |  | Marketplace Leadership | [ ]  Master of Arts (MAML) [ ]  Diploma (DIPML) |
|  |  |  |  |
| iv) | *Other*  | Please specify : |       |

**C. Family Background**

|  |  |  |
| --- | --- | --- |
| i) | *Status* | [ ]  Single [ ]  Married [ ]  Widowed |
|  |  | [ ]  Separated [ ]  Divorced [ ]  Divorced & Remarried |
| ii) | *For Separated / Divorced / Divorced & Remarried only* |
|  | Date Separated / Divorced : |       | Date Remarried : |       |
|  | Reason for separation / divorce : |       |
|  |       |
| iii) | *Spouse’s Information (Only for those who are married)* |
|  | Name : |       |
|  | Mobile Phone : |       | Occupation : |       |
|  | Does your spouse support your decision to study in MBTS? [ ]  Yes [ ]  No |
|  | Will your family stay with you throughout your study at MBTS? \* [ ]  Yes [ ]  No |
|  | *\* Only for those from outside of Penang who plan to move to Penang.* |
| iv) | *Children’s Information (If applicable)* |
|  | Name | Year of Birth | Gender  |
| 1. |       |       | [ ]  M [ ]  F |
| 2. |       |       | [ ]  M [ ]  F |
| 3. |       |       | [ ]  M [ ]  F |
| 4. |       |       | [ ]  M [ ]  F |
| 5. |       |       | [ ]  M [ ]  F |
| 6. |       |       | [ ]  M [ ]  F |
| v) | *Parent’s Information (Only for those who are single)* |
|  | Father’s Name : |       |
|  | Mobile Phone : |       | Occupation : |       |
|  | Mother’s Name : |       |
|  | Mobile Phone : |       | Occupation : |       |

**D. Education Background (Both Christian and secular, starting from the highest)**

|  |  |  |
| --- | --- | --- |
| Year  | Certificate / Qualification Obtained | Name of School / Institute |
|       -       |       |       |
|       -       |       |       |
|       -       |       |       |
|       -       |       |       |
|       -       |       |       |
|       -       |       |       |

**E. Employment History (Both ministry and secular, starting from the most recent)**

|  |  |  |
| --- | --- | --- |
| Year  | Position | Name of Company / Organization |
|       -       |       |       |
|       -       |       |       |
|       -       |       |       |
|       -       |       |       |
|       -       |       |       |
|       -       |       |       |

**F. Conversion & Church Ministries**

|  |  |
| --- | --- |
| i) | *Conversion* |
|  | Year of Baptism : |       |
| Church conducted the Baptism : |       |
| ii) | *Church which you currently are a member of or attend regularly* |
|  | Name of Church : |       |
| Address : |       |
| Denomination : | [ ]  Baptist [ ]  Methodist [ ]  Anglican [ ]  Presbyterian [ ]  Basel |
|  | [ ]  A.O.G. [ ]  S.I.B. | Other (Please specify) : |       |
| Attended since year : |       | Are you a member of this Church? [ ]  Yes [ ]  No |
| iii) | *Ministries / Activities* |
|  | Position in Church : |       |
|  | Church / Christian organization ministries / activities involved in the last 2 years : |
|  |       |
|  |       |
|  |       |

**G. Church Consensus**

1. Have you informed your church pastor / leader about your application?

[ ]  Yes [ ]  No (Please elaborate)

|  |
| --- |
|       |

1. Have they approved your plan?

[ ]  Yes [ ]  No (Please elaborate)

|  |
| --- |
|       |

1. Has your church pastor / leader affirmed your calling? *\*Only for those entering full-time Christian ministry.*

[ ]  Yes [ ]  No (Please elaborate)

|  |
| --- |
|       |

1. Upon graduation, do you plan to return to your country to serve as full-time minister? *\*Only for non-Malaysian.*

[ ]  Yes [ ]  No (Please elaborate)

|  |
| --- |
|       |

**H. Medical Questions**

1. Are you currently taking medications of any form?

[ ]  No [ ]  Yes (Please specify the name of medication and dosage)

|  |
| --- |
|       |

1. Have you any previous significant medical / emotional problem, allergies, infectious diseases or hospitalizations?

[ ]  No [ ]  Yes (Please provide detail)

|  |
| --- |
|       |

1. Do you think you have any medical / emotional problem that might adversely influence or affect your intended studies?

[ ]  No [ ]  Yes (Please provide detail)

|  |
| --- |
|       |

1. Have you undergone any medical / psychological examinations or consultations in the last 4 months?

[ ]  No [ ]  Yes (Please provide detail)

|  |
| --- |
|       |

**I. References**

List three persons who are willing to be your referees. A Letter of Recommendation (LoR) will be emailed to each referee directly. If a referee is not reachable by email, a trusted representative should be appointed to act on behalf of the referee.

1. Two should be your church leaders (include your pastor).
2. A former or current employer (can be replaced by a pastor / church leader if necessary)

A Church Endorsement Letter (CEL) will be emailed to you. Print it out and let leaders who represent your church / organization endorse it with the official stamp.

*Referee 1*

|  |  |
| --- | --- |
| [ ]  Rev. [ ]  Pr. [ ]  Dr. [ ]  Mr. [ ]  Mrs. [ ]  Ms. [ ]  Other (please specify)  |       |
| Name : |       |
| Email : |       |
| How is the person related to you?  |       |

*Referee 2*

|  |  |
| --- | --- |
| [ ]  Rev. [ ]  Pr. [ ]  Dr. [ ]  Mr. [ ]  Mrs. [ ]  Ms. [ ]  Other (please specify)  |       |
| Name : |       |
| Email : |       |
| How is the person related to you?  |       |

*Referee 3*

|  |  |
| --- | --- |
| [ ]  Rev. [ ]  Pr. [ ]  Dr. [ ]  Mr. [ ]  Mrs. [ ]  Ms. [ ]  Other (please specify)  |       |
| Name : |       |
| Email : |       |
| How is the person related to you?  |       |

**J. Financial Resources**

Clarify your fund / financial source during study.

|  |  |  |  |
| --- | --- | --- | --- |
| [ ]  Personal Saving  | RM |       | [ ]  lump sum [ ]  per year [ ]  per month |
| [ ]  Family Support | RM |       | [ ]  lump sum [ ]  per year [ ]  per month |
| [ ]  Church Support | RM |       | [ ]  lump sum [ ]  per year [ ]  per month |
| [ ]  Other | RM |       | Specify source: |       |

*\* Remarks: During application, MBTS will NOT promise work grant to applicant. Therefore, work grant cannot be listed as a financial source.*

**K. Agreement to Abide by the Rules of MBTS**

|  |
| --- |
| By submitting this Application Form, I, the applicant, hereby agree to the *Statement of Faith* (refer to the Academic Catalogue) and abide by the code of conduct expected of all MBTS students if I am accepted as a student. I agree that MBTS has the absolute discretion to take disciplinary action, including expulsion, in the event that I have conducted myself in a manner contrary to the code of conduct or in any way prejudicial to the interest or reputation of MBTS. |
| Date : |       |  |  |  |