MBTS Logo

MALAYSIA BAPTIST THEOLOGICAL SEMINARY

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

Tel: +604-8811245 / Fax: +604-8811995 Email: [info.mbts@gmail.com](mailto:info.mbts@gmail.com) Website: www.mbts.org.my

**Graduate School Application Procedure and Process**

1. All documents should be submitted to the Registrar Office, by post or by email ([registraroffice.mbts@gmail.com](mailto:registraroffice.mbts@gmail.com)). Application will not be processed if any of the following application documents is incomplete.
2. Completed Application Form.
3. Write a testimony describing your conversion experience and conviction being called into full-time Christian vocation (< 1,000 words).
4. All academic records (certificates and transcripts) from tertiary education onward.
5. Approval in writing from the church / organization indicating support for the applicant’s studies, financial assistance (if any), and clearance of sufficient time to undertake the studies.
6. A sample research paper previously submitted during Master level studies (minimum 10 pages).
7. An essay of minimum 10 pages typewritten and double-spaced, describing the student’s (a) view of Christian ministry, (b) goals for the program, and (c) proposed area of specialization.

*\* This is not applicable to the Master of Theology applicants.*

1. Pay a non-refundable application fee of RM100 (Malaysia & Developing Countries) or USD50 (Developed Countries) at the Finance Office, through cheque or money order (to “Malaysia Baptist Theological Seminary”), direct bank-in or online bank transfer. Please provide a record of transaction. Do not send cash by post. Oversea applicant may contact us on the method of payment.

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| International Banking | Local Banking | |
| Bank: Malayan Banking Berhad  Acc. No.: 507 143 409 719  Bank Add.: Tanjung Bungah Branch  2C Azuria Business Centre,  Jalan Lembah Permai, Tanjung Bungah,  11200 Pulau Pinang, Malaysia.  Beneficiary: Malaysia Baptist Theological Seminary  Swift Code Ref.: MBBEMYKL | Bank:  Acc. No.:  Owner: | CIMB Bank Berhad  800 427 3936  Malaysia Baptist Theological Seminary |

1. Processing an application may take up to 6 months, depending on the responses from referees and rate of obtaining all necessary documents. An applicant may be asked to attend an interview as part of the admission process.
2. Obtain “Guide to Preparation for Entrance Exam” and arrange a date for the exam with the Academic Office. The exam must be taken within 4 months from the date the Application Form is received.

*\* This is not applicable to the Master of Theology applicants.*

1. While waiting for confirmation of admission into the program, applicant may register for a maximum of 2 courses within the one year of submission of the Application Form. If this happens, applicant needs to pay all due fee, including a non-refundable annual student fee.
2. If the result is found satisfactory, an official Admission Letter will be issued to the applicant.

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**GRADUATE SCHOOL APPLICATION FORM (ENGLISH DEPT.)**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **A. Basic Information** | | | | | | | | Passport Size Photo |
| 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) : | | |  | | | | |
| iii) | *Contact* | | | | | | | |
|  | Home Tel. : |  | | | Mobile Phone : |  | | |
|  | Email Address: |  | | | | | | |
|  | Address : |  | | | | | | |
|  |  |  | | | | | | |
| iv) | *Emergency Contact* | | | | | | | |
|  | Name : |  | | | | | | |
|  | Mobile Phone : |  | | | | | | |
|  | Relationship : |  | | | | | | |

**B. Type of Program**

|  |  |
| --- | --- |
| Doctor of Ministry | Doctor of Missiology |
| Doctor of World Christian Studies | Master of Theology (Biblical Studies) |

**C. Family Background**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| i) | *Status* | Single  Married  Widowed | | | | | | |
|  |  | Separated  Divorced  Divorced & Remarried | | | | | | |
| iii) | *For Separated / Divorced / Divorced & Remarried* | | | | | | | |
|  | Date Separated / Divorced : | | |  | Date Remarried : | |  | |
|  | Reason for separation / divorce : | |  | | | | | |
|  |  | | | | | |
| iii) | *Spouse’s Information (For Married)* | | | | | | | |
|  | Name : |  | | | | | | |
|  | Mobile Phone : |  | | | | | | |
|  | Occupation : |  | | | | | | |
| v) | *Children’s Information* | | | | | | | |
|  | Name | | | | | Year of Birth | | Gender |
| 1. |  | | | | |  | | M  F |
| 2. |  | | | | |  | | M  F |
| 3. |  | | | | |  | | M  F |
| 4. |  | | | | |  | | M  F |
| 5. |  | | | | |  | | M  F |

**D. Education Background (Tertiary education onward, starting with the most recent)**

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

**E. Secular Employment History (Starting with the most recent, attach resume if necessary)**

|  |  |  |
| --- | --- | --- |
| Year of Service | Position | Name of Company |
| - |  |  |
| - |  |  |
| - |  |  |
| - |  |  |
| - |  |  |
| - |  |  |
| - |  |  |

**F. Personal Christian Experience**

|  |  |  |  |
| --- | --- | --- | --- |
| *Church which You Are a Member of* | | | |
| Name of Church : |  | | |
| Denomination : |  | | |
| Address : |  | | |
|  |  | | |
| Name of Pastor : |  | | |
| Mobile Phone : |  | Email Address: |  |

**G. Vocational Religious Work History (Starting with the most recent, attach resume if necessary)**

|  |  |  |
| --- | --- | --- |
| Year of Service | Position | Name of Organization |
| - |  |  |
| - |  |  |
| - |  |  |
| - |  |  |
| - |  |  |
| - |  |  |
| - |  |  |

**H. Financial Status**

|  |
| --- |
| Describe plans for financing your study : |
|  |
|  |

**J. 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)

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| --- |
|  |

**K. References**

*\* Remarks: MBTS graduates within 5 years may skip this section.*

List three persons who are willing to be your referee (non-family members). A Letter of Recommendation (LoR) will be sent to each individual via email. If a referee is not reachable by email, a trusted representative should be appointed to act on behalf of the referee.

1. A faculty member of the seminary from which you graduated.
2. A pastor / church leader of the church where you are a member / serving.
3. A colleague in ministry.

*Referee 1*

|  |  |  |
| --- | --- | --- |
| Title  Mr.  Mrs.  Ms.  Rev.  Pr.  Dr.  Other (please specify) | |  |
| Name : |  | |
| Email : |  | |
| Background : |  | |

*Referee 2*

|  |  |  |
| --- | --- | --- |
| Title  Mr.  Mrs.  Ms.  Rev.  Pr.  Dr.  Other (please specify) | |  |
| Name : |  | |
| Email : |  | |
| Background : |  | |

*Referee 3*

|  |  |  |
| --- | --- | --- |
| Title  Mr.  Mrs.  Ms.  Rev.  Pr.  Dr.  Other (please specify) | |  |
| Name : |  | |
| Email : |  | |
| Background : |  | |

**L. 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 Catalog) and abide by the code of conduct expected of all students of Malaysia Baptist Theological Seminary, Penang 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, in the opinion of MBTS, 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 : |  |  |  |  |