

Application for Admission Special Student

Application deadlines: Summer entrance: May 1
Fall entrance: June 1
Spring entrance: December 1

Special students are accepted for only the course specified at the time of application. Late applications will be considered on a space-available basis for applicants who meet all other requirements.

Requirements:

Applicants are responsible for the timely arrival of all materials.

Applications are considered for admission only when all required items have been completed:

If you are currently an M.Div. student elsewhere:

- Application form
- Application fee: \$50
- Official transcript from home institution
- One letter of reference from a professor of a recently completed course
- Certification of home institution (see Part 5)
- Background Check
- Child Abuse History Clearance (see instructions attached)

If you already have an M.Div.:

- Application form
- Application fee: \$50
- Official transcript from institution where you received your M.Div. degree
- One letter of reference from your denominational/judicatory representative
- Background Check
- Child Abuse History Clearance (see instructions attached)

Part 1: Personal Information

Full name: _____ Social Security Number: _____

Permanent address: _____

Mailing address (if different): _____

Home phone: _____ Work phone: _____

E-mail address: _____ Cell phone: _____

Denomination: _____ Home church: _____

Date of birth: _____ Sex: _____

Country of citizenship: _____ First language: _____

Non-U.S. Citizens may be subject to additional application requirements and should contact the Office of Admissions for further information. The Test of English as a Foreign Language (TOEFL) is required of all applicants whose first language is not English.

For those accepted to LTS, a criminal background check and child abuse history clearance are required before enrollment. If you wish, you may comment on your records here:

Lancaster Theological Seminary's Discrimination Policy - Lancaster Theological Seminary does not discriminate on the basis of race, color, ancestry, sex, age, marital status, national or ethnic origin, sexual orientation, gender identity, or disability in its admission's policies and educational programs.

Part 2: Course Desired

I am applying to enroll in (course): _____, in the

Fall Spring Summer in the term of this academic year - _____.

Part 3: Educational Background

Bachelor's degree Year received: _____ Institution: _____

Master's degree Year received: _____ Institution: _____

Additional degree Year received: _____ Institution: _____

Name of Degree: _____

- **If you are currently an M.Div. student at another institution**, an official academic transcript must be submitted to the LTS Office of Admissions from your home institution.
- **If you already have an M.Div. degree**, an official academic transcript must be submitted to the LTS Office of Admissions by the institution from which you received your M.Div. degree.

Part 4: Letter of Reference

Letters of reference are used for Admissions purposes only and are destroyed when an admission decision has been made, in compliance with the U.S. Family Rights and Privacy Acts of 1974 (as amended), Sec. 438, and the U.S. Department of Education Regulations, Sec. 99.7(c), 99.12(a)(3).

- **If you are currently a M.Div. student at another institution**, designate a professor of a recently completed course.
- **If you already have a M.Div. degree**, designate a denominational/judicatory representative.

Letters should be sent directly to the Office of Admissions from the person noted below. Family members may not serve as references.

Name: _____ Title: _____

Address: _____

Day phone: _____ E-mail: _____

Part 5: Seminary Certification -

required only for applicants currently enrolled in an M.Div. program at another institution

This is to certify that the person completing this application is a student in good academic standing as well as in good financial standing in a graduate degree program at the ATS accredited institution named below, and that official transcripts from his/her studies and degrees at other colleges or universities are on file. This student is approved to take a course at Lancaster Theological Seminary for transfer into the below-named seminary.

Name of Seminary: _____

Dean's Signature: _____ Date: _____

Please print Dean's name: _____

Day phone: _____ E-mail: _____

Part 6: Signature

My signature below confirms that:

- all the information provided in this application and its supporting materials are correct and complete, to the best of my knowledge;
- Lancaster Theological Seminary has my permission to contact schools and references listed herein for verification of all information provided;
- All schools and references listed herein have my permission to release all relevant information about me in support of this application.

Signed: _____

Date: _____