

Admissions Checklist

This checklist will guide you through the steps to apply for admission to Trinity. You may submit this material all at one time or individually as you complete the steps.

All applications should be submitted by August 1 for the fall semester and January 1 for the spring semester. If you have questions as you complete this process, please contact the Admissions Office.

___ **Completed Application Form.** You may attach extra pages as indicated.

___ **Application Fee** of \$25.00. Check made payable to Trinity.

___ **Transcripts.** All post-high school education transcripts. It is your responsibility to see that **official** transcripts (not student copies) are sent by each school you have attended (even if you did not receive a degree) to the Admissions Office. If you are presently a student, a transcript should include grades through the preceding term. If you are finishing a degree, you must submit, prior to registration, an official transcript indicating any degree received. A request form is included in this packet if you wish to use it.

___ **Statement of Faith and Covenant.** Please read these carefully, sign and return with your application materials.

___ **Financial Form.** Applicants for full-time study (On-campus only) must complete the financial form. Even if you are uncertain of your financial situation, please provide an estimate. This form will be discussed during your admissions interview. Information regarding scholarships is available on our web site.

___ **References.** Using the forms included here as the last two pages of this admissions packet, please provide us with reference letters from the following persons:

- Clergy person
- Business Professional OR Academic Professor

You are responsible for giving these forms to your references. In turn, they are to send the completed form back to you, in a sealed and signed envelope, for you to include in the completed application you send to us.

___ **Graduate Record Examination.** This is **not** an admissions requirement, but if you have taken the GRE within the last five years, we will appreciate your sending us a copy of your scores (verbal and quantitative).

— **Christian Experience or Spiritual Autobiography.** Please submit a 1200-word essay (preferably double-spaced typed). You may use the following points as a guide to your thinking, but the essay does not have to rigidly cover these steps. (We are looking for a well-constructed essay, not a list of points a, b, and c.) If you have previously submitted an essay similar to this to a church or diocesan discernment committee, you may send us a copy of that essay.

- A history of the highlights of your own spiritual journey, including your decision to accept Christ as Savior and to follow Christ as Lord.
- Tell us about your family – spouse, children, or parents. Please include information on any previous marriages, all of your children, and any other family history that may be a significant part of your history. Include your perception of your families' opinion on your pursuit of seminary education.
- What kinds of experiences have you had that may have prepared you for working in the parish ministry or for other forms of ministry to which you may be called?
- What do you believe are your greatest strengths? What are your greatest accomplishments and why do you consider them as such?
- What do you believe are areas where you need to grow and be stretched? What are some challenges for you?
- Do you believe you can relate to those who espouse theological convictions different than your own?
- What has led you to apply to Trinity School for Ministry for theological study?
- List any further information about yourself or your hopes that you feel may be helpful to knowing you better.

— **Writing Sample.** In order to have an indication of your skill in written communication, please submit a 1000-word essay on one of the topics below. We will look for clarity of expression, organization, the ability to sustain a discussion of the topic and the ability to support your view.

1. Define "the ministry of reconciliation" as shown in 2 Corinthians 5:18-19 and describe what this ministry might look like in the context of the 21st century Church.
2. Trinity's purpose statement is "Forming Christian leaders for mission." What would you expect a seminary education to look like that would form you academically and personally as a Christian leader for mission?
3. If within the past two years you have completed a graduate level course at Trinity or other college or graduate school, you may submit an essay from your course.

Admissions Interview. When your application file is completed, you will be contacted by the Admissions Office. Interviews may be conducted in person or by telephone at the discretion of the Director of Admissions.

**For applicants to the Master of Divinity degree ONLY,
please follow one of the three tracks below.**

1. *For those seeking ordination within the Anglican or Episcopal Church:*

___ If you are a Postulant of any diocese or judicatory, please have a letter from your bishop confirming this sent to the Admissions Office.

___ If you are **not** a Postulant of any diocese or jurisdiction, or if you are still in process, please have the **Church Endorsement Form** sent to the Admissions Office.

2. *For those seeking ordination within other denominations or churches:*

___ If you are seeking ordination within your own denomination, please have a copy of the enclosed Church Endorsement Form – Recommendation for Ordination sent to the Admissions Office.

3. *For those not seeking ordination in any denomination or church:*

___ If you are not seeking ordination within any denomination or church, but still seek to pursue a Master of Divinity degree, please enclosed a separate signed letter stating that fact and why you desire a Master of Divinity degree.

Admission Criteria

It may be helpful for you to know the criteria by which our Admissions Committee will evaluate your application. We realize that none of us measures up completely to these criteria. We are merely interested in evidence of growth in these areas, not in models of perfection.

I. Spiritual Qualifications

Conversion and call: the ability to articulate a commitment to Jesus Christ as Lord and Savior. Applicants must demonstrate a sense of call to full-time Christian leadership and gifts that would qualify them either for the ordained or lay ministry.

Signs of Growth: a life, which evinces some signs of the characteristics, enumerated by our founding dean, Bishop Stanway, at the School's inception. The Bishop said he hoped that Trinity's graduates might be people who are:

unashamed of the Gospel of Christ,
people of prayer,
people liberated in the biblical sense,
seekers after holiness,
persons who have compassion for the poor and needy,
alive in God's Spirit, and
gripped with a sense of the privilege of being called to God's work.

Galatians 5:22-23 also lists certain marks which the Committee would seek to find in applicants to the School. Likewise, I Corinthians 6:9-11 indicates the turning away from sin by the power of the Holy Spirit that we would see reflected in the life of the community.

Disciplines of the Christian Life: keeping a regular quiet time and worshipping regularly in a Christian body.

Orderly Life: evidence of responsibility in the area of family and personal relations, including finances and physical health. Whether single, divorced, married, remarried, or widowed, there will be evidence of stable commitment to the sanctity of the marriage covenant between a man and a woman, and abstinence in the single state.

II. Academic Qualifications

Applicants to one of the Masters or Diploma programs should have completed a Bachelor's Degree in Arts or Sciences. They must demonstrate that they have the written and oral communication skills to benefit from the School's degree program.

III. Spiritual Gifts and Gifts in Ministry

There should be examples of the applicant's demonstrated gifts (especially in leadership, teaching, the ability to equip others, and pastoral ability) exercised in a body/congregation/parish, affirmed by that group, and acknowledged by the leader(s).

The support of the applicant's spouse and family, and the affirmation by them of the applicant's gifts and calling in ministry, will be evident.

Applicants should demonstrate ability to articulate a goal (however tentative it may be at present) for the applicant's training in ministry at Trinity.

IV. Ecclesiastical

As appropriate, evidence of exploration with one's bishop and diocese or local church concerning the applicant's call and suitability for ministry.

Willingness to live, worship and study as part of the Trinity community within the Anglican evangelical tradition.

Ability to work creatively and graciously with other Christians whose viewpoints may not necessarily coincide with one's own.