

IBTS  
Doc. Dr. Parush R. Parushev  
Academic Dean  
Nad Habrovkou 3  
164 00 Praha 6  
CZECH REPUBLIC

**ACADEMIC YEAR 2012/2013**

Dear Applicant,

Thank you for your interest in the research degree studies at the International Baptist Theological Seminary.

We strive to offer students a high standard of academic excellence equipping them to serve God in their own context and to be relevant to the needs of the particular country they represent.

It is important to us that each person who comes here to study does so with the full encouragement of their own Baptist Union or Convention or their Denominational Leadership and ecclesial community if they belong to another Denomination and that it is clear there is an identifiable task for them in their own country to which they can return.

Enclosed you will find an application package and a description of the research degree programmes we offer at IBTS. If you have any questions, would like clarification regarding this material or wish to receive it in Word format, please contact the Research Courses Administrator, Mr Norbert Csenyi, at the address above or by e-mail at [csenyin@ibts.eu](mailto:csenyin@ibts.eu) .

Yours sincerely,

Doc Dr Parush R. Parushev  
Pro-Rector, Academic Dean

## STUDY OPPORTUNITIES AT IBTS

IBTS provides higher academic theological training as a support centre for European Baptist seminaries, evangelical institutions and other church related organizations to send well-prepared students for advanced academic work. The courses at IBTS are designed to prepare students further for pastoral ministry, teaching, mission work, other forms of church vocation, as well as further research on the field of theology.

### POSTGRADUATE STUDIES

The postgraduate studies at IBTS have different levels. These are the **Postgraduate Certificate in Theology** (PGCTh), **Master of Philosophy** (MPhil) and **Doctor of Philosophy** (PhD) programmes. Completing the PGCTh course is normally a prerequisite for admission to IBTS research MPhil and PhD degree studies. Upon successful completion of the PGCTh course, research students are registered as MPhil/PhD students. After registration, the student has two years to write about a quarter of his/her research dissertation. This work will be evaluated, and, if the quality is satisfactory, the student will be transferred to continue his/her research project toward a PhD. Otherwise the research continues on MPhil level.

The above named research study programmes are offered by the International Baptist Theological Seminary and are **awarded by the University of Wales** (United Kingdom). The degrees are therefore internationally recognised degrees. The degree programmes are available in the Seminary's three major areas of concentration: in *Applied Theology*, in *Baptist and Anabaptist Studies*, and in *Contextual Missiology*. Interdisciplinary studies are encouraged. Residency for the full-time programme will be at the International Baptist Theological Seminary. The courses are available in **full-time and part-time mode**.

#### ◆ POSTGRADUATE CERTIFICATE IN THEOLOGY

The PGCTh course has been specially designed by IBTS, Prague. The University of Wales validates the course as a taught postgraduate course in theology. The PGCTh course is for theology graduates and others who want to engage in postgraduate level study in Theology. It is suitable particularly (but not exclusively) for those who require a secure basis for proceeding to MPhil and PhD studies. The PGCTh course aims to build on a person's previous academic experience by deepening their understanding of specific areas of theological study and by bridging the gap between the contrasting demands of undergraduate/ graduate study and postgraduate research.

The normal length of the part-time PGCTh course is from one to two years. The part-time course is non-residential.

#### ◆ MASTER OF PHILOSOPHY and DOCTOR OF PHILOSOPHY STUDIES

IBTS offers to qualified candidates the possibility to pursue MPhil/PhD studies - in appropriate theological disciplines:

**MPhil / PhD in Applied Theology**  
**MPhil / PhD in Baptist and Anabaptist Studies**  
**MPhil / PhD in Contextual Missiology**

These programmes are also fully validated by the University of Wales: upon completion the student receives an internationally recognised degree from the University of Wales. The quality of

research work has to meet British standards set by the Quality Assurance Agency of the British Government and, specifically, the Common Academic Framework (CAF), Academic Regulations and the Code of Practice for Research Degree Programmes of the University of Wales.

- ◆ The normal full-time course of Master of Philosophy is from one to three years while the part-time version normally lasts from two to five years.
- ◆ The normal full-time course of Doctor of Philosophy is three to five years while the part-time version normally lasts from five to nine years

Part time student must come to IBTS for intensive periods of teaching and studying, normally of two to three weeks per year.

Master of Philosophy and Doctor of Philosophy students can are also encouraged to take part in postgraduate seminars as well as in other occasional academic sessions, colloquia and academic conferences on IBTS campus.

## **OTHER STUDY OPPORTUNITIES**

### **◆ EXCHANGE STUDENTS**

Each academic year some applicants may be admitted as exchange students. Exchange students are normally enrolled in a post-graduate degree programme at a partner institution and they come to IBTS for duration of one or two semesters. Exchange students are expected to pursue a tutor-approved and supervised programme of study which will be accepted by the partner institution. IBTS holds an extended **ERASMUS** charter and is able to arrange student exchanges through ERASMUS.

### **◆ SHORT-TERM RESEARCH SCHOLARSHIP**

Applicants interested in independent study or research may be admitted. Admission is based on a written proposal for research that IBTS approves. Applicants consult with the Pro-Rector; and are free from all course requirements but can audit some sessions or seminars of their interest.

### **◆ CONTINUING EDUCATION**

Strategic non-degree programmes are also offered through our Directors' conference and theological assistance ministry. These short-term courses and conferences may be held on or off campus, and are specifically designed for trained or untrained pastors, lay leaders, educators, and Union administrators. Further opportunities are available for personal and corporate spiritual renewal and short-term academic study.

For more detailed information on the application process contact Mr Norbert Csenyi at [cseyin@ibts.eu](mailto:cseyin@ibts.eu) .

## **FEES AND EXPENSES**

For detailed information about tuition fees see our website at <http://www.ibts.eu/programmes/tuition-fees>

Tuition fee does not include the costs of accommodation, food and final examination of the dissertation.

**Tuition fee for the PGCTh in year one is: 100.000 CZK** - This fee is counted towards MPhil/PhD programme if upgraded within the limits of one academic year.

**Tuition fee for the MPhil/PhD Programme is: 330.000 CZK**

**Additional supervision and Individual tutorial sessions per hour rate: 570 CZK**

The Seminary must be assured that the student has adequate financial resources, including funds for return transportation to the home country, before final acceptance is given. As part of the application process, students must provide a financial statement that shows personal resources and aid from home churches and/or Baptist unions. Prospective students not able to pay all of their expenses at IBTS may apply for financial aid, but should understand that approval is not automatic and that it is reviewed each year. It is also subject to satisfactory progress.

Basic costs of student's life include housing, food, textbooks, seminary fees and required medical insurance. Incidental expenses for transportation, clothing or other items vary according to each student's needs.

Please note:

- **Invoices** are always raised in **Czech crowns**. Approximate figures in US Dollars and Euro can be given, but are subject to variation. The crown rate must always be paid.
- **Actual** payments and **payment plans** can be agreed on during the Orientation.
- During **the first two years a minimum of 150.000 CZK** must be paid towards tuition and registration. Failure to pay this may result in students not being able to proceed in the degree and will certainly result in students having to bear any increased tuition fee costs after year 1.
- All fees and expenses are to be paid **by the 10<sup>th</sup> of September** each year.
- At the point of the thesis submission and viva voce examination in Prague there is an **examination fee**, costs of examiners attending the examination, costs in mailing thesis to examiners, etc. These costs vary from situation to situation but an average total as at 2010 is **€ 1.500-1.700**. This cost is fully borne by the examinee student or by his/her sponsor.

**BOARDING** (per day, figures at September 2011. Cost may increase January 2012 in line with catering price increase)

Full Board Rate in shared room (hostel type): **660 CZK**

Full Board Rate in single room (hotel type): **1.190 CZK**

**The Seminary reserves the right to adjust these rates as necessary.**

## Course Description for Postgraduate Certificate in Theology

After getting admitted to the PGCTh programme, the student has to plan to attend the Orientation Programme as the start of the study, together with other postgraduate students. The Orientation Programme normally takes place during the last days of August and the first 2 weeks of September. During the Orientation and intensive teaching weeks, the student will have the opportunity to become acquainted with IBTS' educational and community philosophy, meet students and lecturers, connect with supervisors, learn about the library, etc. The rights and responsibilities of the students are also explained during the Orientation.

The **objectives** of the PGCTh course are that participants will:

- ◆ have acquired an informed and critical understanding of the main themes and theological means of enquiring into the practical life of the church, in the context of the larger culture, and in the interaction of faith communities with their social context in their chosen area of study;
- ◆ be conversant with some of the major issues in recent theological research and have a grasp of major research methodologies in their area of study;
- ◆ have developed independent judgement in analysing evidence, producing critical reviews and constructing sustainable hypotheses on doctoral level study;
- ◆ understand the basic conventions and patterns of research and have produced coherent, cogently argued research projects and a dissertation proposal
- ◆ engage critically with scholarly literature relating to postgraduate research and understand quality criteria associated with doctoral level study;
- ◆ identify and evaluate different research methods, identify a suitable dissertation topic, select an appropriate research method and produce a coherent research proposal

### **Structure of the Course**

All students of the PGCTh will follow three modules: Faith and Reason in Contemporary Society and Study and Research Methodology modules (20 UW Credits each) are required from each student; a 20 UW credits specialist module can be chosen by the students from the following options:

- Faith and Reason in Contemporary Society, Part 2
- Origins and Early History of Anabaptism
- Bible, Community and Context, Part 2 (a virtual module on Bible, Community and Context, Part 1, is a prerequisite to enrol in BCC, Part 2)
- Introduction to Contextual Missiology

**Application to the PGCTh course** is open to students who have an Honours first degree or a graduate degree in Theology, Religious Studies, Social Studies or Humanities or in some other related subject and have graduated at an approved institution with at least a good upper second class honours degree (GPA B or 4,50 on a 1-5 scale) and a good knowledge of English. An applicant's English language competency will be assessed by submitting an essay (see application form) and by submitting a proof of achieving the Advanced Cambridge Certificate or an official Test of English as a Foreign Language (TOEFL) score either 550 or 270 according to the scaled used.

**Matriculation:** Student's admission to the programme is subject to successful matriculation with the University of Wales

### **Course Description for MPhil/PhD programmes**

The MPhil/PhD course is intended to encourage students to develop their own independent study skills in researching material, producing seminar contributions, written papers and a dissertation. Students will be required to produce papers for seminars and to discuss their contributions with their peers. Bibliographical support will be provided, and tutors will give guidance before and after the production of oral and written work.

During the years of research study, students are expected to spend at least one two-week period per year at IBTS. This period should normally take place during the annual **Research Colloquia Seminar (RCS)**, in January/February. Attendance of the RCS event is mandatory for IBTS research students. The RCS is an opportunity for the student to report on his/her progress, spend time with his/her supervisors and fellow students and to use the library resources on site. Apart from these, it is also a collective supervisory event closely monitored and recorded by the University of Wales for tracking the academic progress of individual research students.

The **Master of Philosophy degree is awarded** by the University of Wales in recognition of the successful completion of a programme of advanced study and research, the results of which are judged to constitute a critical evaluation and analysis of a body of knowledge and/or an original contribution to learning or knowledge.

The **Doctor of Philosophy degree is awarded** by the University of Wales in recognition of the successful completion of a programme of advanced study and research, the results of which are judged to constitute a critical evaluation and analysis of a body of knowledge and/or an original contribution to learning or knowledge and to give evidence of systematic study and of ability to relate the results of such study to the general body of knowledge in the subject.

### **Structure of the MPhil/PhD programmes**

MPhil and PhD research degrees are normally undertaken at IBTS through part-time study. Unlike the usual pattern of doctoral study in the USA and on Continental Europe, there is no compulsory requirement to attend specific classes or seminars apart from PGCTh and unless deemed necessary by student's supervisory team. Once research has been commenced, the only requirement is regular meetings with the appointed supervisors and reporting the results of the research regularly at annual Research Colloquia Seminar and also at e-seminars. At the final stage of their studies, before submitting the dissertation, research degree students are not required to pass general examinations to check on their abilities and the progress of the research in their field of study. It is presupposed that the necessary competence has been pursued and successfully acquired through the student's previous studies. The students, however are required to undergo pre-viva (mock-viva) internal evaluation of their results and their oral defence skills before the final dissertation examination and viva voce.

The condition for successful graduation with an MPhil or a PhD is the researching, writing, timely submission and successful oral defence of a dissertation. The depth of the research, the quality of writing and the level of originality of the dissertation's claims are defined by the degree's requirements. The length of an MPhil dissertation is up to 60 000 words and for a PhD it is up to 100,000 words.

The normal progress of studies for a part-time student should look as follows:

Meeting	Mode	Month	Work to submit
1	Formal beginning	September	Orientation weeks
2	Seminar meeting	February	Draft Proposal (form, content and process of submission of research proposals are outlined in IBTS "Research Guidelines for MPhil/PhD")
3	(e-) mail	May	Submission of final Proposal
4	e-seminar	October	Progress Report 1 (Research Seminar Presentation Guidelines for e-seminar and oral Progress Reports are outlined in "Research Guidelines for MPhil/PhD")
5	Seminar meeting at IBTS	February	Research Seminar presentation 2
6	e-seminar	June	Progress Report 3 (On the basis of at least 20.000 written words of student's dissertation)
7	e-seminar	October	Progress Report 4
8	Seminar meeting at IBTS	February	Research Seminar presentation 5
9	e-seminar	June	Progress Report 6 (On the basis of at least 40.000 written words of student's dissertation)
Evaluation and upgrade process from MPhil to PhD			
10	e-seminar	October	Progress Report 7
11	Seminar meeting at IBTS	February	Research Seminar presentation 8
12	e-seminar	June	Progress Report 9
Seminars continue till the submission of finalised PhD dissertation.			
A dissertation defence seminar has to be agreed upon.			
After successful evaluation, the PhD will be granted by the University of Wales. Graduation will take place at IBTS. The student is welcome to participate also in the graduation ceremony of the University of Wales.			

Full-time students need to look at this above structure as a more condensed programme as they have to finish the same work in half of the time.

Full course description and details of the **MPhil/PhD** programmes are available in the Research Students' **Course Handbook**. Link to the Handbook: <http://www.ibts.eu/files/academic-programmes/doctoral-research-students.pdf>. The details of the supervision and supervisory arrangements are outlined in the **IBTS Supervisor's Handbook**. Link to the Handbook: <http://www.ibts.eu/files/academic-programmes/doctoral-research-students-supervisor.pdf>

**Matriculation:** Student's admission to the programme is subject to successful matriculation with the University of Wales

All **inquiries and applications** should be directed to:

IBTS  
Mr Norbert Csenyi  
Research Courses Administrator  
Nad Habrovkou 3  
164 00 Praha 6  
CZECH REPUBLIC

E-mail address: [csenyin@ibts.eu](mailto:csenyin@ibts.eu)

## **STAFF FOR THE RESEARCH DEGREE STUDIES**

### **COURSE LEADER**

The Revd Doc Parush R Parushev BS/MS, MDiv, PhD (Scs), PhD (Th), FRASA

#### **Register Current Directors of Studies UW:**

The Revd Keith G Jones BA (Theol), MA, PhD, FRHistS, MIMgT

The Revd J Andrew Kirk BD, AKC, BA, MPhil, PhD, TFBR

The Revd Doc Ivana Noble BD, Mgr, PhD, CES

The Revd Doc Parush R Parushev BS/MS, MDiv, PhD (Scs), PhD (Th), FRASA

The Revd Ian M Randall MA, MPhil, PhD, FRHistS

#### **Register Current Supervisors UW:**

The Revd David M. Brown BA, MDiv, ThM, PhD

Stephen Finamore LLB, MA, PhD

The Revd Alec Gilmore BD, MA, SOTS, SST

Ida Jane Glaser BSc, MPhil (Scs), PGCEd, PhD

Valentin Kozhuharov BA, BD, MA, PhD

Lydie Kucová BA, MTh, PhD, SOTS

The Revd Danut Manastireanu BA, BA, MA, PhD

The Revd Prof Nancey Murphy BA, PhD, ThD, ISSR

Timothy F T Noble, BA, BA, MEd, STB, PhD

Einike Pilli BA, MA-Ed, DTh

The Revd Toivo Pilli BA, ThM, PhD

The Revd James G M Purves LLB (Hons), BD (Hons), PhD

Valerie G Remple BA, MA, MA, PhD

The Revd Sergei Sannikov MS, DipS, DMin, PhD

Prof Walter William Sawatsky BA, MA, PhD, MHS

The Revd Prof Glen H Stassen BA, BD, PhD, CSSR

#### **Advisors & Senior Research Tutors:**

Professor Graham W Ashworth CBE, DL, BArch, MC.D

Professor J H Y Briggs MA, FRHistS

The Revd Wesley H Brown BS, MDiv, PhD

Pamela Robinson Durso BA, MDiv, PhD

Rollin G. Grams BA, MTS, PhD

David Robin Goodbourn BA, DEd, MEd, PhD  
The Revd Professor I Howard Marshall MA, BD, PhD, DD  
The Revd Derek B Murray MA, BD, PGD, PhD  
The Revd Simon Oxley BSc, BD, MA, Med, DIM, PhD  
The Revd Robin L Routledge BA, MA, PhD  
The Revd Perry W H Shaw GDEd, BA, BTh, MEd, MTh, DEd  
The Revd Matthew Thomas BA, MDiv, MA, PhD  
Hannes Wiher, MD, DTMH, MA, PhD

**ACADEMIC DEAN**

The Revd Doc Parush R Parushev BS/MS, MDiv, PhD (Scs), PhD (Th), FRASA

## APPLICATION INSTRUCTION

### Application fee: 5 000,-CZK

Please note that your application file will be processed only when the application fee is received by IBTS.

The fee should be transferred to:

UniCredit Bank Czech Republic

Dejvická 30

160 00 PRAHA 6

Account name : Mezinárodní Baptistický Teologický Seminář o.p.s.

Czech crown IBAN: CZ4427000000004239814004

SWIFT CODE: BACXCZPP

Bank info for transfer in ČR: 423 981 4004/2700

Reason of payment: name + subject

### Documents required for application:

#### ◆ THE FILLED-IN APPLICATION FORM

#### ◆ THREE REFERENCE LETTERS

Completed by an officer of your Baptist Union, or a leader of your denomination if you are not a Baptist, the pastor of your local church and one of your academic teachers. Please have all persons mail the reference letters to the Research Courses Administrator at IBTS.

#### ◆ OFFICIAL TRANSCRIPTS

Of all previous academic work, including post-secondary school, university and seminary studies. These should be mailed to the Research Courses Administrator at IBTS **by the institution issuing the transcript**. If your programme of studies is in progress, a transcript should be sent at this time and a final transcript sent following the completion of the programme.

#### ◆ EVIDENCE OF ENGLISH COMPETENCE

ALL applicants except native English speakers must provide evidence of their English competence: 1) submit proof of the achieved Advanced Cambridge Certificate or, 2) submit the IELTS results or, 3) have an official Test of English as a Foreign Language (TOEFL) score sent to us directly by the TOEFL organisation. (For your reference, the **Seminary's code number is 9574** for the TOEFL exam.) Information regarding this test may be obtained by writing: TOEFL, P.O. Box 1203, 6801 BE Arnhem, The Netherlands. Non-native English speaking students who have completed their prior theological or other studies at an English speaking institution may be exempted from the English language test score requirement.

**THE REQUIRED TOEFL SCORE IS EITHER 550 OR 270 ACCORDING TO THE SCALES USED.**

*It will take several months from the time you first write to the TOEFL organisation until you (and we) receive your test score. Provisional admission may be possible for those not completing this examination on time if the written work submitted with this application demonstrates a high standard of the applicant's English.*

**Applicants for full-time studies also need to submit:**

- **THE HEALTH EXAMINATION REPORT**

This form should be completed by an examining physician and mailed by the physician directly to IBTS.

- **THE HOUSING APPLICATION FORM**

**Please send all application documents to:**

IBTS  
Mr Norbert Csenyi  
Research Courses Administrator  
Nad Habrovkou 3  
164 00 Praha 6  
CZECH REPUBLIC

**Attention:** APPLICATIONS CAN NOT BE FINALLY PROCESSED UNTIL THE RESEARCH COURSES ADMINISTRATOR RECEIVES ALL THE FORMS, RECOMMENDATIONS AND ENGLISH SCORE.

## APPLICATION FOR ADMISSION

Please use a typewriter or computer if possible; otherwise print clearly in block letters. If questions do not pertain to your situation, please write "N/A" (not applicable) in the space provided.

### Personal Information

Surname:	First name:
Address:	
Telephone:	Fax:
E-mail:	
Date of birth:	Gender:
Place of Birth:	
Present Citizenship:	Occupation:
Place of Employment:	For how long?
Driving Licence : Yes <input type="checkbox"/> No <input type="checkbox"/> Country of Issue:	
Spouse's Complete Name:	
Spouse's Citizenship:	
Spouse's Occupation:	
Spouse's Date of birth:	Date of Marriage:

### Information about Children

Name(s)	Female/Male	Date of birth

### Church Information

Church Name:	
Street:	Number:
City/Town:	Postal Code:
Country:	Pastor's Name:
Does your Union/Convention/Denomination have a partner Union/Convention/Mission Agency?	
Which is it?	

### Module Information

I am applying for the following modules of study:

I am taking the following required modules

1. Faith and Reason in Contemporary Society
2. Study and Research Methodology

I have chosen following specialist module:

- Faith and Reason in Contemporary Society, Part 2
- Origins and Early History of Anabaptism
- Bible, Community and Context, Part 2 (a virtual module on Bible, Community and Context, Part 1, is a prerequisite to enrol in BCC, Part 2)
- Introduction to Contextual Missiology

If approved by course leaders, I am interested to attend or consider substituting for the following modules:

- 1.
- 2.
- 3.
- 4.
- 5.

My major area of interest is in the field of (please indicate briefly your study plans):

My minor area of interest is in the field of (please indicate briefly):

**Educational History**

Have you previously applied to IBTS? Yes  No

If yes, when?

Have you done any **THEOLOGICAL STUDIES** at another institution? Yes  No

If yes, please provide the following information:

Name and Location of Institution (No Abbreviations)	Degree/Date	Subject(s)	Years of Study From - to

Please list any other academic institution (post-secondary level) that you have attended.

Name and Location of Institution (No Abbreviations)	Degree/Date	Subject(s)	Years of Study From - to

Please request official transcripts from all post-secondary academic institutions where you have studied and have the transcripts or certificates sent to the Research Courses Administrator at IBTS at the address indicated in this packet. The academic transcripts must show the courses taken, the grade earned in each course, an explanation of the grading system, and the number of credit hours for each course, where this is the system followed.

**Languages Studied**

Language	Name of institution where studied	How long?
Greek		
Hebrew		

List other languages you speak or have studied:

Language	

**Financial Support**

How much are *you* able to provide for your support at International Baptist Theological Seminary?

US \$ per month:	EURO per month:
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How much is *your church* willing to provide to support you at International Baptist Theological Seminary?

US \$ per month:	EURO per month:
------------------	-----------------

How much are *your friends and others* willing to provide for your support at International Baptist Theological Seminary?

US \$ per month:	EURO per month:
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Do you intend to apply for the Seminary’s scholarship/work grant programme (information enclosed)?

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Other relevant information:

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**Information on References**

Enclosed with these application documents are three “Letters of Reference” that you are to give to the three individuals specified in the *Application Instructions*. Please list below the three persons you have asked to complete the reference forms.

The forms should be sent directly by those persons to the Research Courses Administrator at IBTS.

	Name	Position/Title	Address
Union Officer (Denomination Leader)			
Church Pastor:			
Teacher:			



If your preference is for residential study please explain why you feel that this would be more advantageous for you. (Please note that it is possible that those who apply for full-time residential study may be offered a part-time non-residential course).

What are your strengths?

What are your weaknesses?

## Certification

I understand that I have to take financial responsibility for my visa, registration fee for the University of Wales, health insurance and travel costs.

I agree to abide by the standards of conduct appropriate to my Christian calling.

I certify that all the information provided with this application is true and voluntarily given, and I give my permission for this information to be used by the International Baptist Theological Seminary for the purpose of considering admission, academic information and record keeping.

Signature:	Date:
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**All the required documents have to be sent to:**

IBTS  
Mr Norbert Csenyi  
Research Courses Administrator  
Nad Habrovkou 3  
164 00 Praha 6  
CZECH REPUBLIC

**NOTE: THIS APPLICATION IS NOT COMPLETE UNTIL THE RESEARCH COURSES ADMINISTRATOR HAS RECEIVED ALL THE NECESSARY INFORMATION. NO ADMISSION DECISION WILL BE MADE WITHOUT ALL THE NECESSARY INFORMATION. STUDENT'S ADMISSION TO THE PROGRAMME IS SUBJECT TO SUCCESSFUL MATRICULATION WITH THE UNIVERSITY OF WALES.**

## LETTER OF REFERENCE

Name of Applicant:
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The above named person has made application for admission to IBTS and has requested that you serve as a reference. When completing this form, please use a typewriter if possible; otherwise, print clearly **in English**. Upon completion, please mail the form directly to: **IBTS, Mr Norbert Csenyi, Research Courses Administrator, Nad Habrovkou 3, 164 00 Prague 6, Czech Republic**. IBTS appreciates your willingness to evaluate **confidentially** this applicant. This reference is confidential and will not be seen by anyone other than the Admissions Committee.

**How long and in what capacity have you known the applicant?**

--

**Are you completing this reference as the applicant's:**

	<input type="checkbox"/> pastor <input type="checkbox"/> officer of Baptist union/Denomination Leader <input type="checkbox"/> teacher
--	--

**Please rate the applicant in comparison with others of similar age and position:**

	Superior	Excellent	Above Average	Average	Below Average	No basis for judgement
Ability in oral expression						
Ability in written expression						
Intellectual competence						
Commitment to Christ and the church						
Sense of purpose						
Perseverance in achieving goals						
Emotional maturity						
Self-discipline and initiative						
Imagination and probable creativity						
Effectiveness in working with others						
Social sensitivity						
Past performance as a leader						
Potential as a leader						
Integrity/character						

*On the reverse side of this form, the Seminary would appreciate a statement from you concerning the applicant. Please evaluate the applicant's reasons for undertaking theological study, ability for critical thinking, personal character, and potential for the ministry. Frank statements are desired regarding the applicant's strengths and limitations and their probable effect on success in vocation and academic pursuits.*

Signature and Title:	Date:
Printed Name and Address:	

1. Please evaluate the Applicant's reasons for undertaking theological study as well as his/her ability for critical thinking and coping with the academic requirements in general.

2. Please assess the applicant's strengths and limitations and their probable effect on success in his/her vocation and academic pursuits.

3. Please evaluate the applicant's personal character and his/her potential for ministry.

4. Please describe the applicant's probable role in ministry after completion of his/her studies and your (you individually or your organisation's / church's) ministerial commitment to this student.

A large, empty rectangular box with a black border, intended for the student to write their response to the question above.

(Please continue on additional sheet if necessary)

## LETTER OF REFERENCE

Name of Applicant:

The above named person has made application for admission to IBTS and has requested that you serve as a reference. When completing this form, please use a typewriter if possible; otherwise, print clearly **in English**. Upon completion, please mail the form directly to: **IBTS, Mr Norbert Csenyi, Research Courses Administrator, Nad Habrovkou 3, 164 00 Prague 6, Czech Republic**. IBTS appreciates your willingness to evaluate **confidentially** this applicant. This reference is confidential and will not be seen by anyone other than the Admissions Committee.

**How long and in what capacity have you known the applicant?**

**Are you completing this reference as the applicant's:**

pastor  
 officer of Baptist union/Denomination  
 Leader  
 teacher

**Please rate the applicant in comparison with others of similar age and position:**

	Superior	Excellent	Above Average	Average	Below Average	No basis for judgement
Ability in oral expression						
Ability in written expression						
Intellectual competence						
Commitment to Christ and the church						
Sense of purpose						
Perseverance in achieving goals						
Emotional maturity						
Self-discipline and initiative						
Imagination and probable creativity						
Effectiveness in working with others						
Social sensitivity						
Past performance as a leader						
Potential as a leader						
Integrity/character						

*On the reverse side of this form, the Seminary would appreciate a statement from you concerning the applicant. Please evaluate the applicant's reasons for undertaking theological study, ability for critical thinking, personal character, and potential for the ministry. Frank statements are desired regarding the applicant's strengths and limitations and their probable effect on success in vocation and academic pursuits.*

Signature and Title:	Date:
Printed Name and Address:	

5. Please evaluate the Applicant's reasons for undertaking theological study as well as his/her ability for critical thinking and coping with the academic requirements in general.

6. Please assess the applicant's strengths and limitations and their probable effect on success in his/her vocation and academic pursuits.

7. Please evaluate the applicant's personal character and his/her potential for ministry.

8. Please describe the applicant's probable role in ministry after completion of his/her studies and your (you individually or your organisation's / church's) ministerial commitment to this student.

A large, empty rectangular box with a black border, occupying the upper half of the page. It is intended for the user to provide a response or drawing.

(Please continue on additional sheet if necessary)

## LETTER OF REFERENCE

Name of Applicant:
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The above named person has made application for admission to IBTS and has requested that you serve as a reference. When completing this form, please use a typewriter if possible; otherwise, print clearly **in English**. Upon completion, please mail the form directly to: **IBTS, Mr Norbert Csenyi, Research Courses Administrator, Nad Habrovkou 3, 164 00 Prague 6, Czech Republic**. IBTS appreciates your willingness to evaluate **confidentially** this applicant. This reference is confidential and will not be seen by anyone other than the Admissions Committee.

**How long and in what capacity have you known the applicant?**

--

**Are you completing this reference as the applicant's:**

	<input type="checkbox"/> pastor <input type="checkbox"/> officer of Baptist union/Denomination Leader <input type="checkbox"/> teacher
--	---

**Please rate the applicant in comparison with others of similar age and position:**

	Superior	Excellent	Above Average	Average	Below Average	No basis for judgement
Ability in oral expression						
Ability in written expression						
Intellectual competence						
Commitment to Christ and the church						
Sense of purpose						
Perseverance in achieving goals						
Emotional maturity						
Self-discipline and initiative						
Imagination and probable creativity						
Effectiveness in working with others						
Social sensitivity						
Past performance as a leader						
Potential as a leader						
Integrity/character						

*On the reverse side of this form, the Seminary would appreciate a statement from you concerning the applicant. Please evaluate the applicant's reasons for undertaking theological study, ability for critical thinking, personal character, and potential for the ministry. Frank statements are desired regarding the applicant's strengths and limitations and their probable effect on success in vocation and academic pursuits.*

Signature and Title:	Date:
Printed Name and Address:	

9. Please evaluate the Applicant's reasons for undertaking theological study as well as his/her ability for critical thinking and coping with the academic requirements in general.

10. Please assess the applicant's strengths and limitations and their probable effect on success in his/her vocation and academic pursuits.

11. Please evaluate the applicant's personal character and his/her potential for ministry.

12. Please describe the applicant's probable role in ministry after completion of his/her studies and your (you individually or your organisation's / church's) ministerial commitment to this student.

A large, empty rectangular box with a black border, occupying the upper half of the page. It is intended for the student to write their response to the question above.

(Please continue on additional sheet if necessary)

## INFORMATION ON VISA PROCEDURE

Some of our new, and also returning, students will need visa for entering the Czech Republic. If you are one of those who need visa, please read the following information carefully.

When applying from most countries, you will need the following documents:

- Valid international passport. The passport must be valid for a longer period than the visa (i.e. 6 months beyond the expiry date of the visa). **IBTS is not responsible for costs involved in the issuing of a new passport if the above procedure is not followed.**

- Criminal history record :  
from the Czech Republic. It is possible to obtain this at a Czech Embassy/Consulate

from your home country translated into Czech – Please remember that the translation must be notarised and done by a professional translator. Be sure to follow the correct legal procedure in your country:

*Remember that the translation of the criminal record must usually include an apostille or super legalisation. For more information contact the Czech Embassy.*

- Three-passport size photos for each person (e.g. student, spouse, all children)
- Full – time students must take out health insurance before they arrive which is valid in the Czech Republic. It must cover the whole period of their studies.
- Marriage certificate translated into Czech, if applicable
- Birth certificates for all the family members ( student, spouse and children)

Documents provided by IBTS:

- Confirmation that the student has been accepted for research studies
- Confirmation that the student has been accepted as a full time IBTS student and during the studies will stay on the IBTS campus
- IBTS business record

The Czech Embassy/Consulate will charge a certain fee for the entire visa procedure.

**NOTE: Please keep in mind that the requirements for a visa might vary from one country to another. We strongly advise you to first consult the Czech Embassy in your country about the requirements before beginning the process of applying. This process needs to be started well in advance of your coming to the Czech Republic!**

*We would like to be kept informed of the progress being made with regard to the visa application.*

If you would need any additional information or help when applying for visa, please contact the Administrator, Miss Katerina Krnacova, at [krnacova@ibts.eu](mailto:krnacova@ibts.eu).

### **INFORMATION REGARDING OFFICIAL INVITATION FOR A SHORT-TERM VISIT TO THE CZECH REPUBLIC**

Some of our part-time students may need an official invitation letter, provided by IBTS, to enter the Czech Republic. To be able to provide you with this document we need some personal information from you as follows below.

Those students who have to apply for a short-term visa to enter the Czech Republic must go to the Czech Embassy/Consulate in their own country and hand over the official IBTS and Foreign Police invitation documents. Both of these documents will be provided by IBTS beforehand.

**NOTE: Please keep in mind that the requirements for a visa might vary from one country to another. We strongly advise you to first consult the Czech Embassy in your country about the requirements before beginning the process of applying. This process requires to be started in advance of your coming to the Czech Republic.**

#### PERSONAL INFORMATION:

Formal name (as entered in your passport):

First name

Date of birth (day, month, year)

Citizenship

Permanent address

Mailing address

Country code

Passport no

Date of expiry of your passport

Telephone/Fax no

E-mail

**Please remember that you must have a valid international passport, which must be valid for a longer period than the visa period (i.e. 6 months beyond the expiry date of the visa). Please keep in mind that we must be informed immediately if there are any changes in your personal details, such as name, passport no., address, etc. If you do not provide the above information on time, IBTS will not be responsible for any costs involved in the issuing of a new invitation letter.**

Before arrival, part-time students must arrange health insurance which is valid in the Czech Republic. It must cover the full period of their stay.

If you would need any additional information or help at obtaining an official invitation letter please contact our Administrator, Miss Katerina Krnacova, at [krnacova@ibts.eu](mailto:krnacova@ibts.eu) .

## SPONSORSHIP FORM

Please complete the following for \_\_\_\_\_ (student's name).

Sponsor's Name and Address:

Sponsor's name:	
Street and number:	
Postal code and city:	
Country:	
Telephone/e-mail:	

Name of Your Organisation/Ministry: \_\_\_\_\_

Please describe this student's probable role in ministry after completion of her/his studies:

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Please describe your (you individually or your organisation's/church's) ministerial commitment to this student:

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Date:	Signature:
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Please Return to:

IBTS  
Norbert Csenyi  
Research Courses Administrator  
Nad Habrovkou 3  
164 00 Prague 6  
Czech Republic