

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

ACADEMIC YEAR 2007/2008

Dear Applicant,

Thank you for your interest in the Postgraduate Certificate in Theology (PGCTh) programme 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 or 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 Postgraduate Certificate in Theology programme we offer. If you have any questions or would like clarification regarding the materials you have received, please contact the Academic Registrar (Mrs Martina Fialova) at the address above or by e-mail Martina@IBTS.EU

Yours sincerely,

Dr. Parush R. Parushev
Pro-Rector

STUDY OPPORTUNITIES AT IBTS

IBTS offers various opportunities for postgraduate work. You may apply for

- Postgraduate Certificate in Theology Course
- several Master's degree courses (validated by the University of Wales)
- Magister of Theology (within the Czech higher educational system)
- Research degree (MPhil/ PhD, etc.) studies
- short-term research scholarship
- continuing education
- CAT Programme

POSTGRADUATE STUDIES

IBTS provides higher academic theological training as a support centre for European Baptist seminaries and sister evangelical institutions to send well-prepared students for advanced academic work. The courses are designed to prepare students further for pastoral ministry, mission work, other forms of church vocation, and further study in theology.

◆ POSTGRADUATE CERTIFICATE IN THEOLOGY

The course is a Postgraduate Certificate in Theology (PGCTh) and has been specially designed by IBTS, Prague. The University of Wales, a major British University, validates the course as a taught postgraduate course in theology. The course is designed for theology graduates and others who want to engage in postgraduate level study in Theology. The course is designed for those who wish to pursue their interest in different aspects of Theology beyond undergraduate level to whatever level is appropriate to their abilities and circumstances. It is suitable particularly (but not exclusively) for students who require a secure basis for proceeding to postgraduate research studies (MPhil/PhD). The 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.

◆ MASTER'S STUDIES

IBTS at this time offers four specialist **Master of Theology (MTh)** courses, validated by the University of Wales, a major federal British University:

- The Master in Theology in Applied Theology
- The Master of Theology in Biblical Studies
- The Master of Theology in Baptist and Anabaptist Studies
- The Master of Theology in Contextual Missiology

IBTS also offers a wide profile full two years Master's programme **Magister in Theology (Mgr.)**, completely satisfying the requirements of the Bologna agreement for mutually recognized educational degrees of the European Union. The course is fully accredited by the Ministry of Education of Czech Republic. The study arrangements are the same as for the Master's degree.

All M-level courses offered by IBTS can be taken as full-time study in one up to two years or part-time over a period of two up to five years, in which case the student must come to IBTS for intensive periods of teaching and studying, normally of two to three weeks duration.

◆ DOCTORAL STUDIES

In addition, IBTS offers qualified candidates the possibility to pursue research degrees MPhil and PhD - in appropriate theological disciplines validated by the University of Wales. However, a student completing an MTh course at IBTS will not necessarily be offered immediate access to doctoral studies. The normal mode of Mphil / PhD study is part-time non-residential, over a period of up to nine years.

Master`s and Doctoral students can take part in Baptist Identity and postgraduate seminars as well as in other occasional academic sessions, colloquia and academic conferences on IBTS campus.

OTHER STUDY OPPORTUNITIES

◆ EXCHANGE STUDENTS

Applicants may be admitted each academic year as exchange students, enrolled in a post-graduate degree programme at a partner institution, for duration of time normally 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.

◆ SHORT-TERM RESEARCH SCHOLARSHIP

Applicants interested in independent study or research may be admitted. Admission is based on a written programme of research which the Seminary approves. Applicants consult with the Pro-Rector. Applicants are free from all course requirements but may audit some sessions or seminars.

◆ 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, through the Directorate, opportunities are available for personal and corporate spiritual renewal and short-term academic study.

◆ CAT PROGRAMME

This is a one year programme which combines English language teaching with a full programme of theological studies equivalent to one year first degree college education. It leads to the Certificate in Applied Theology (CAT). This is designed for lay people who wish to be more fully equipped for service in their local Churches.

For more detailed information and Application contact Academic Registrar (Mrs Martina Fialova) at Martina@IBTS.EU

FEES AND EXPENSES

All fees and expenses are to be paid in advance for a full semester or through an arrangement for monthly payment.

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 through the Scholarship/Student Work Programme, but should understand that approval is not automatic and that it is reviewed each year. It is subject to satisfactory progress.

Basic costs of student 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. For detailed information about fees and expenses see the page about students' rates. It is also possible to attend classes as a visiting student, and this rate is also included.

Course Description for Postgraduate Certificate in Theology

This PGCTh course is offered by the International Baptist Theological Seminary and is awarded by the University of Wales (United Kingdom). The certificate is therefore an internationally recognised award. The course is available only in part-time mode. The normal length of the part-time course is from one to two years. The part-time course is normally non-residential.

Tuition for Postgraduate Certificate in Theology is:

Part-time up to two years **117,800-Kč.**

This expense is after the deduction of IBTS “Foundation scholarship.” The cost structure involves expense for tuition and registration with the University of Wales, accommodation, board and study resources for attending Orientation course and intensive teaching of method seminars related to the student’s field of interests to enable preparation of an adequate and appropriate dissertation proposal or further Master’s studies (normally three weeks in total).

The **objectives** of the 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 programme 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.

COURSE LEADER

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

IBTS Pro-Rector and Academic Dean, Lecturer in Applied Theology

IBTS ON CAMPUS COURSE TUTORS

Lina Andronovienė BA MTh, PhD (cand)

Linas Andronovas MTh, MPhil (cand)

The Revd Keith G. Jones MA, BA (Theol) , PhD, MCMI

Lydie Kucová BA (Hons.) MTh PhD

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

Timothy F T Noble BA, BA, MEd, STB, PhD (cand)

The Revd Peter F. Penner MDiv, MTh, DTh

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

JUDr Petra Veselá Mgr, DipEurLaw

RESEARCH PROFESSORS

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

Professor J H Y Briggs MA FRHistS

Professor David R Holeton DTh PhD

The Revd Prof Nancey Murphy, BA, PhD, ThD

Prof Glen H Stassen, BA, BD, PhD

SENIOR RESEARCH FELLOWS

The Revd J. Andrew Kirk BD, AKC, BA, MPhil

Docent Th Dr Jan B. Lašek

OFF CAMPUS ASSOCIATE LECTURERS:

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

The Revd Ruth M B Gouldbourne MA, BD, PhD

Rollin G. Grams, BA, MTS, PhD

The Revd Darrell R Jackson BA(Hons), DTh (cand)

The Revd Doc Petr Macek, Mgr., PhD

Einike Pilli, BA, MA-Ed, PhD

The Revd Toivo Pilli, BA, ThM, PhD

The Revd Robin L Routledge, BA, MA, PhD

The Revd. David W. Shenk, BA, PhD, PhD

The Revd Matthew Thomas BA, MDiv, MA, PhD

The Revd John D Weaver MA, BSc, PhD

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

IBTS

Mrs Martina Fialova

Academic Registrar

Nad Habrovkou 3

164 00 Praha 6

CZECH REPUBLIC

E-mail address: registrar@ibts.eu

APPLICATION INSTRUCTION

Application fee: 2 500,-CZK

This fee is a processing fee for all full applications. If you are successful in securing a place on a course at IBTS the fee will be set against tuition fees. If you are not successful the fee will not be returned.

Enclosed are the documents required for application and information about our academic programmes. All application documents listed below must be completely filled out and received by us by 1 April, if you wish to begin your studies in September. This is to enable Visa procedures to be put in place.

◆ **THE APPLICATION FOR ADMISSION**

◆ **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 Academic Registrar at IBTS.

◆ **OFFICIAL TRANSCRIPTS**

Of all previous academic work, including post-secondary school, university and seminary studies. These should be mailed to the Academic Registrar 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.

◆ **A 10- PAGE, TYPED RESEARCH PAPER**

The research paper is part of the application and is evaluated by the Admissions Committee to help determine research ability and English proficiency. The paper may be a research project completed as part of the applicant's previous studies at another theological institution. The paper should be the work solely of the applicant, including the translation, without help from other people.

◆ **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.

Please send all application documents to:

IBTS
Mrs Martina Fialova
Academic Registrar
Nad Habrovkou 3
164 00 Praha 6
CZECH REPUBLIC

Attention: APPLICATIONS CAN NOT BE FINALLY PROCESSED UNTIL THE ACADEMIC REGISTRAR 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 Academic Registrar 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: |
|------------------|-----------------|

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: |
|------------------|-----------------|

Do you intend to apply for the Seminary's scholarship/work grant programme (information enclosed)?

| |
|--|
| |
|--|

Other relevant information:

| |
|--|
| |
|--|

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 Academic Registrar 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 understand that the full-time students on scholarship, which includes work-study grant, will be required to work on various jobs around the campus for 10 hours a week.

I understand that if I do not return to my own country after my time at IBTS, I am likely to be requested to pay the scholarship money back together with IBTS foundation scholarship of Kc 100,000. I understand that the same will be the case if I fail to complete my course of studies at IBTS.

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: |
|------------|-------|

All the required documents have to be sent to:

IBTS
Mrs Martina Fialova
Academic Registrar
Nad Habrovkou 3
164 00 Praha 6
CZECH REPUBLIC

NOTE: THIS APPLICATION IS NOT COMPLETE UNTIL THE ACADEMIC REGISTRAR HAS RECEIVED ALL THE NECESSARY INFORMATION. NO ADMISSION DECISION WILL BE MADE WITHOUT ALL THE NECESSARY INFORMATION.

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, Mrs Martina Fialova, Academic Registrar, 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: | |

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.

(Please continue on additional sheet if necessary)

LETTER OF REFERENCE

Name of Applicant:

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 officer of Baptist union/Denomination Leader
 teacher

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| | 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 | | | | | | |

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| | |
|---------------------------|-------|
| 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.

(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, Mrs Martina Fialova, Academic Registrar, 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.

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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: | |

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.

(Please continue on additional sheet if necessary)

INFORMATION ON VISA PROCEDURE

FULL TIME STUDENTS:

According to the new law issued in the Czech Republic, all foreign students (apart from EU citizens) should apply for a visa at the Czech Embassy/Consulate in their native country. Students should apply for a long-term visa that is usually for a maximum period of one year.

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 to PGCTh
- 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 but no less than three months before the arrival.

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 Mr Tomas Donat at donat@ibts.eu

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

As a part-time foreign student you will need an official invitation letter to enter the Czech Republic, provided by IBTS. This does not apply for the students from EU countries. 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.

Part – time students must take out health insurance before they arrive, 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 on obtaining an official invitation letter please contact our Administrator: Mr Tomas Donat at donat@ibts.eu

PGCT^h STUDENT RATES **(FOR THE ENTIRE COURSE PART TIME STUDY)**

Academic Year 2007/2008

COST STRUCTURE:

| | |
|---|--------|
| Application registration fee | 2,500 |
| UW Registration/Supervision/Tuition | 90,000 |
| Visa per year (IBTS costs) | 3,300 |
| Accommodation for three weeks with meals in student room* | 12,000 |
| Workbooks and resources | 10,000 |

Additional supervision – if required and as agreed with additional supervisor.

* approx

TOTAL Year one **117,800 - Kč (USD apx. 5,890; Euro apx. 3,927)**

Note: This figure is after deduction of the IBTS library and tuition foundation scholarship of Kc 100,000

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

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:

| |
|--|
| |
|--|

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

| |
|--|
| |
|--|

Date:

Signature:

Please Return to:

IBTS
Martina Fialova
Academic Registrar
Nad Habrovkou 3
164 00 Prague 6
Czech Republic