



## Admission Information

### Getting to Know Us

As a prospective student, you will be getting to know our Admissions staff quite well. Our Admissions Representatives are all current students who have recently been through the process of coming to seminary themselves. They are well-trained in the details of the Seminary's various degree programs, policies, and procedures and are dedicated to providing the personal attention you need to help you through this process.

### Schedule a Campus Visit

We consider campus visits to be an integral part of the admissions process. Experience has taught us that a visit is the best way for prospective students to get a feel for life at Covenant Seminary. At the student's request, an Admissions Representative will be happy to help schedule a visit, whether for an afternoon or for a few days.

A campus visit can include a campus tour, attending a chapel service, visits to classes, time to meet and talk with students, and lunch with a professor. Complimentary on-campus guest rooms are available for visiting families, couples, and single students. Since we prefer to have personal interviews with all prospective students, a campus visit is also a convenient time to schedule an interview.

To arrange a campus visit, contact our Admissions staff by phone at **800.264.8064** or e-mail us at [admissions@covenantseminary.edu](mailto:admissions@covenantseminary.edu).

### Admission Procedures

One of the first ways in which we get to know you is through the application form. To obtain an application, call the Admissions Office at **800.264.8064**, e-mail us, or download the application and mail it to us. Take care to fill this form out properly and fully so that we have the information we need and to avoid any delays in evaluating your application. In addition to the application, you will also need to provide:

- A **letter of recommendation** from your pastor.
- Several other **personal references**. (The number and type of references required for each degree program is found on the application form.)
- A **recent photograph** of yourself. (It is very helpful for us to put names with faces as we get to know you.)

Other requirements include:

- A **bachelor's degree** from a recognized college or university or its educational equivalent for applicants to degree programs for the:
  - Master of Divinity (MDiv)
  - Master of Arts in Educational Ministries (MAEM)
  - Master of Arts (Theological Studies) (MATS)
  - Master of Arts (Exegetical Theology) (MAET)
  - Master of Arts in Counseling (MAC)
  - Graduate Certificate

Under special circumstances, students who lack a bachelor's degree may be admitted. For questions about such

exceptions, contact the Admissions Office. (Special requirements for Master of Theology (ThM) and Doctor of Ministry (DMin) applicants are listed under the respective degree programs.)

- **Transcripts from all undergraduate or graduate institutions previously attended**, even if a minimal number of courses were taken at a particular school.
- A **\$100 tuition deposit**, which must be paid within 30 days of your acceptance notification. This deposit is a statement of commitment to enroll at the designated time and is **fully refundable** if written notice is received up to 30 days before the first day of class. (Tuition deposits for MAC applicants are nonrefundable.) Upon matriculation, the deposit amount will be credited to the student's account.

New students can begin full-time study during the summer, fall (late August), or spring (late January) semesters. In order to ensure that the Admissions process is complete, prospective full-time students are encouraged to submit their applications six to eight months before their anticipated term of entry for greater likelihood of receiving financial aid and seminary-owned housing. Applicants wishing to enroll who have no time to assemble the required forms and information must communicate by telephone or in person with the Director of Admissions.

Applicants to the **MDiv** program who are **members of the Presbyterian Church in America (PCA) and seeking ordination** normally should be under care of their presbytery. This status qualifies the student for certain financial aid benefits and demonstrates to the Admissions Committee that the applicant is supported by a broad body of the eldership in pursuit of God's call.

## Transfer Students

Students transferring to Covenant from other institutions must provide official transcripts of all previous academic work as part of the regular admissions requirements. Due to the difficulty of evaluating a student's work at another institution, *final evaluation will be made based on the student's first semester of work (normally 15 hours) at Covenant Seminary*. In general, only courses with grades of B- or better from an accredited graduate school can be transferred to the Seminary. The number of hours that can be transferred varies by degree program.

A student normally will be excused from courses that parallel those from a previously attended accredited institution with permission from the faculty member involved or the Registrar. Such waivers must be approved by the Academic Dean's office. Elective credit may be given for appropriate parallel study. In cases where coursework done elsewhere is partially parallel, the instructor may allow partial class attendance and assign special research projects to fulfill the course requirements.

Students intending to transfer credits from Covenant to another institution must realize that acceptance of credit is entirely at the discretion of the receiving institution.

## International Students

Covenant Seminary welcomes students from other countries and cultures and invites applications from people serving the Church around the world.

Completed applications for international students must be received by the Admissions office no later than **June 1** for enrollment in the **fall semester**, or **November 1** for enrollment in the **spring semester**.

International students should also be aware of the following:

- **Applicants from countries outside the United States must meet the U.S. Office of Citizenship and Immigration Services (USCIS) requirements** in addition to the standards of spiritual maturity and academic proficiency required of all students, including a bachelor's degree or its educational equivalent at the level represented by North American institutions.
- **According to U.S. law, international students must also demonstrate and document adequate resources to finance their education** by providing official bank statements or letters from sponsors. Acceptable demonstration of financial support must be submitted before student visa applications can be sent. For more information, please contact the Admissions Office.
- **Students with F-1 visa status are required to remain registered full-time while attending Covenant Seminary.** According to USCIS guidelines, *most students with visa status other than F-1 will not be permitted to enroll full time.* If students need to change the number of hours they are taking, they should first contact the International Student Advisor. International students who have questions regarding student visas, need to make changes to immigration status, or have other immigration issues to discuss should contact the International Student Advisor.
- **English Language Skills and Test of English as a Foreign Language (TOEFL).** Out of concern for applicants from non-English-speaking countries, Covenant Seminary requires all prospective students for whom English is not their first language to take the Test of English as a Foreign Language (TOEFL).

Applicants must submit results from the Internet-based (IBT) TOEFL exam, with minimum scores of 21 on the written component, 24 on the speaking component, 20 on the reading component, and 19 on the listening component. The minimum cumulative score is 84. Though there are two other forms of the TOEFL (paper and computer), **Internet-based results are the only TOEFL results we will accept.**

Students identified by the faculty as having weak English skills will be required to take additional courses in written and spoken English until their skills are judged to be adequate. Students whose first language is not English may be permitted additional time equal to one-third of the ordinary time allotted for examinations and final exams. The student must begin the exam at the stated time (the privilege is not intended for students who arrive late). Students seeking additional time for in-class examinations must normally make arrangements with the instructor to take the examination outside of the regular class time.

For information concerning times and places of TOEFL test administration, contact:

**Educational Testing Service**  
Box CN6151  
Princeton, NJ 08541-6151, U.S.A.

Online at: [www.TOEFL.org](http://www.TOEFL.org)  
(Covenant Theological Seminary's  
TOEFL code number is 6141).

- **Immunization.** The Seminary encourages all students to receive regular tuberculosis (TB) screenings. In accordance with recommendations from the American Lung Association, the Public Health Service,

and the Centers for Disease Control, students in high-risk groups (international students from Asia, Africa, or Latin America, or any student exposed to TB due to vocation, locale, or living arrangement) and their families are required to be tested for TB prior to registration for their first semester. Those who test positive for TB must receive chest x-rays and any preventive treatment prescribed by the physician. All students required to have an initial test must have an annual follow-up interview with the International Student Advisor. In this interview they will sign a form certifying that they are free of TB symptoms. All test results must be received prior to fall registration in order for the student to register.

### Tuition and Fees

*Tuition per credit hour (Academic Year 2006–07)*

#### Degree Programs

- \$360 per credit hour (Main Campus)
- \$360 per credit hour (Distance Education Courses)
- \$180 per credit hour for students 60 years or older (audit fee, same)

#### Audit

- \$180 per credit hour

### Fees

- \$100 Graduation Fee

#### Fees for Distance Education Courses

- **Tapes**
  - One audio set included with tuition (Additional audio purchase \$100)
  - Optional video upgrade \$150 (Additional video purchase \$250)

*Note: International students are required to pay the shipping costs for their materials.*

- **Residency**
  - \$360 per credit hour (includes two meals per day)
  - Students are responsible for travel to and from Residency location.
  - Cost of housing varies according to Residency.

- **Books**
  - Students are responsible to purchase their own books from the Covenant Seminary Bookstore or elsewhere. Total cost for books will vary from \$50 to \$150 according to class.

Application, late registration, and deferred payment fees are extra. For additional information, call the Admissions office at **1.800.264.8064**.

Revised 12/06



*The Seminary of the Presbyterian Church in America*

12330 Conway Road, Saint Louis, MO 63141  
1.800.264.8064 314.434.4044

[admissions@covenantseminary.edu](mailto:admissions@covenantseminary.edu) [www.covenantseminary.edu](http://www.covenantseminary.edu)