

Regis College
Bachelor of Sacred Theology Program
Admission Application Process
Checklist

Step One (all applicants)

- _____ Complete the Regis College Application Form.
- _____ Complete the University of Toronto Student Information Form.
- _____ Complete the Self-Evaluation Form.
- _____ Include a one-page statement of your interests and what you seek from your theological studies.
- _____ Mail all the above with a \$25 non-refundable application fee to The Registrar, Regis College, 100 Wellesley Street W., Toronto, Ontario, Canada M5S 2Z5.

You will receive an acknowledgment from the Registrar's Office when your application is received, indicating that an admissions file has been opened for you.

Step Two (all applicants)

- _____ Arrange to have official transcripts for all your post-secondary studies sent directly to The Registrar at Regis College by contacting the Registrar's Office of the institution concerned.
- _____ Ask two referees to complete the enclosed Reference Forms. Appropriate referees would know you in an academic, church, volunteer service or professional setting. At least one referee should be able to comment on your personal and ministerial abilities or potential. Referees should send the references directly to the Registrar, Regis College in envelopes sealed and signed at the back.

Step Three (for applicants whose first language is not English)

- _____ Arrange to take a TOEFL (Test of English as a Foreign Language) exam and have the results forwarded to the Registrar's Office. This requirement will be waived for students who are able to prove that they have been working in an English environment. If you have questions about how to register for the TOEFL, the Registrar is happy to be of assistance.

Step Four (international applicants only)

- _____ Applicants who are not Canadian citizens must either provide proof that they already possess Landed Immigrant Status or a Canadian Student Visa or must be prepared to seek a Canadian Student Visa as soon as notice of admission has been received from the College and before registering for the first semester. The Registrar is able to provide assistance to students seeking Canadian Student Visas.

Step Five (all applicants)

- _____ Once your file is complete, you will be contacted and a personal admission interview arranged for you. Special arrangements can be made to conduct alternative interviews (e.g. by telephone) for applicants from outside Southern Ontario.

Admission decisions are made once your admission file is complete and your admission interview has taken place.



Regis College

Federated with the University of Toronto
Founding Member of the Toronto School of Theology

APPLICATION FOR ADMISSION

Please type all Information

1. NAME IN FULL

Surname

Given Name(s)

2. PRESENT ADDRESS

Street Number

Apartment

Telephone

City/Town

Province/State + Country

Postal Code

Email Address

3. RELIGIOUS DENOMINATION

4. STATUS

Lay_____

Religious_____

Jesuit_____

Diocesan_____

Sister_____

Brother_____

Seminarian_____

Priest_____

Minister_____

Deacon_____

Give pertinent particulars on the following lines: religious congregation (for non-Jesuits), province, diocese, conference, presbytery:

5. BIRTH

Country_____ Province/State _____

6. PROGRAM OF REGISTRATION:

MAMS_____ M.Div._____ MTS_____ STB_____ STM_____ Special Student_____ CRD (Loyola/Regis)_____

7. LANGUAGE COMPETENCY: Please evaluate your ability to read the following languages:

Use "very good", "good", "fair", "slight", "not at all":

Latin_____

Greek_____

Hebrew_____

French_____

German_____

Spanish_____

Other languages you know: _____

IMPORTANT : Please request the Registrar(s) of the institution(s) where you have done post-secondary or post-graduate studies to forward an official transcript of your academic record to the Registrar of Regis College.

A non-refundable **Application Fee** of \$25.00 (*Canadian Funds*) in cheque or money order payable to Regis College should be included with your application form.

Signature _____ Date _____

09/2009

100 Wellesley Street W., Toronto, Ontario, Canada M5S 2Z5 Telephone: 416-922-5474 Fax: 416-922-2898
www.regiscollege.ca

Student Information Form

SOCIAL INSURANCE NUMBER						TORONTO SCHOOL OF THEOLOGY AND UNIVERSITY OF TORONTO INFORMATION SYSTEMS SERVICES						U. OF T. STUDENT NUMBER								
SURNAME												DATE OF BIRTH > YEAR: _____ MONTH: _____ DAY: _____								
PREVIOUS SURNAME (IF APPLICABLE)																				
GIVEN NAMES (IN FULL)												GENDER								
TITLE CODE <input type="checkbox"/> MRS. <input type="checkbox"/> MR.. <input type="checkbox"/> MS. <input type="checkbox"/> REV. <input type="checkbox"/> FR. <input type="checkbox"/> SR. <input type="checkbox"/> OTHER _____												<input type="checkbox"/> MALE <input type="checkbox"/> FEMALE								
MARITAL STATUS <input type="checkbox"/> SINGLE <input type="checkbox"/> MARRIED <input type="checkbox"/> WIDOWED/WER <input type="checkbox"/> DIVORCED <input type="checkbox"/> SEPARATED <input type="checkbox"/> OTHER _____																				
MOTHER TONGUE <input type="checkbox"/> ENGLISH <input type="checkbox"/> FRENCH <input type="checkbox"/> OTHER _____									COUNTRY OF CITIZENSHIP											
IF YOU ARE NOT A CANADIAN CITIZEN, PLEASE CHECK RELEVANT BOX BELOW:												DATE OF ENTRY INTO CANADA								
<input type="checkbox"/> LANDED IMMIGRANT <input type="checkbox"/> STUDENT VISA <input type="checkbox"/> OTHER VISA																				
MAILING ADDRESS			STREET: >									APT/SUITE #: >								
			CITY/TOWN: >									PROV./COUNTRY: >								
			POSTAL CODE:>									HOME TEL.: > ()								
			WORK TEL.: > ()									E-MAIL : (important) >								
PERMANENT HOME ADDRESS <input type="checkbox"/> SAME AS ABOVE			STREET: >									APT/SUITE #: >								
			CITY/TOWN: >									PROV./COUNTRY: >								
			POSTAL CODE: >									TEL.: > ()								
I HAVE PREVIOUSLY ATTENDED THE FOLLOWING UNIVERSITIES						DEGREE SOUGHT AND/OR OBTAINED			IF BACHELORS, INDICATE LENGTH OF PROGRAMME			CHECK IF DEGREE CONFERRED			HIGHEST ACADEMIC YEAR ATTENDED		ATTENDED			
UNIVERSITIES									3- YEAR			4- YEAR			NO		YES		FROM - TO	
I HAVE PREVIOUSLY APPLIED TO TST OR U.OF T.: <input type="checkbox"/> YES <input type="checkbox"/> NO																				
I AM SEEKING THE FOLLOWING DEGREE OR DIPLOMA (IF ANY) AT TST:																				
I PROPOSE TO REGISTER AS A : <input type="checkbox"/> FULL- TIME STUDENT <input type="checkbox"/> PART-TIME STUDENT																				
I PROPOSE TO REGISTER IN THE : <input type="checkbox"/> FALL SEMESTER (September) <input type="checkbox"/> SPRING SEMESTER (January) <input type="checkbox"/> SUMMER SEMESTER																				

DATE: _____

STUDENT'S SIGNATURE: _____



Regis College

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Bachelor of Sacred Theology Self-Evaluation Form

Note to Candidates: The Bachelor of Sacred Theology Program is conducted at Regis College, which is a founding member of the Toronto School of Theology, a federated college of the University of Toronto. The Toronto School of Theology provides a rich ecumenical environment and students are encouraged to make use of its many resources in their programs.

Name of Candidate: _____

Please describe yourself with respect to the following skills, characteristics, aptitudes and capacities. In circling responses, please note that 5 = an area of established strength, 4 = proven ability, 3 = some ability, 2 = show aptitude, 1 = would need to overcome obstacles to develop in this area, 0 = unable to judge.

Communication, Learning

academic ability	5	4	3	2	1	0
offer constructive feedback	5	4	3	2	1	0
writing skills	5	4	3	2	1	0
speak well in public	5	4	3	2	1	0
able to solve problems	5	4	3	2	1	0
listening skills	5	4	3	2	1	0
able to revise a position	5	4	3	2	1	0

Faith

faith is a part of daily life	5	4	3	2	1	0
prayerful	5	4	3	2	1	0
appreciate the gifts of others	5	4	3	2	1	0
concerned about injustice	5	4	3	2	1	0
accept limitations of others	5	4	3	2	1	0

Social, Pastoral

take initiative	5	4	3	2	1	0
empathetic to others	5	4	3	2	1	0
relate well to other cultures	5	4	3	2	1	0
able to receive criticism	5	4	3	2	1	0
adapt well to change	5	4	3	2	1	0
work well in a team setting	5	4	3	2	1	0
have a sense of humor	5	4	3	2	1	0
set realistic goals	5	4	3	2	1	0
manage conflict well	5	4	3	2	1	0
able to keep a confidence	5	4	3	2	1	0
responsible	5	4	3	2	1	0
seek the advice of others	5	4	3	2	1	0

Please respond to the following questions, giving specific examples where possible. Attach a separate sheet if you wish to comment further than space allows.

How do you understand yourself as a person of faith? How do you live your Christian faith?

How would you describe your attitude toward the Church?

How do you respond to conflicts among Church people? What have you learned from such situations?

What issues do you feel are important to consider in professional relationships?

What do you value and expect in peer friendships? How do you relate to persons in authority?

How is prayer a part of your everyday life? What spiritual desires do you bring to the program?

What gifts and strengths do you feel you will bring to the program and a possible ministerial placement?

In what areas do you judge that you will need support, encouragement and challenge?

Are you willing to enter into a mutual learning contract with the students, staff and faculty of Regis College should you be accepted into the Bachelor of Sacred Theology Program? Please circle your response.

Yes

No

Signature: _____ Date: _____



Regis College

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Bachelor of Sacred Theology Program

Referee Evaluation Form

Note to Referees: The applicant is applying to a Bachelor of Sacred Theology Program at Regis College, a founding member of the Toronto School of Theology, a federated college of the University of Toronto.

Please place the completed reference form into an envelope, seal and sign at the back, and address it to: Registrar, Regis College, 100 Wellesley Street W., Toronto, Ontario, Canada M5S 2Z5.

Thank you for your co-operation and the care you will take completing this form.

Name of Candidate: _____

Name of Person Completing Reference: _____

In what capacity do you know the candidate: _____

How long have you known the candidate: _____ years _____ months

Phone number where you may be contacted for further information: (____) _____

Please describe the candidate with respect to the following skills, characteristics, aptitudes, capacities. In circling responses, please note that 5 = an area of established strength, 4 = proven ability, 3 = some ability, 2 = shows aptitude, 1 = would need to overcome obstacles to develop in this area, 0 = unable to judge.

Communication, Learning

academic ability	5	4	3	2	1	0
offers constructive feedback	5	4	3	2	1	0
writing skills	5	4	3	2	1	0
speaks well in public	5	4	3	2	1	0
able to solve problems	5	4	3	2	1	0
listening skills	5	4	3	2	1	0
able to revise a position	5	4	3	2	1	0

Faith

faith is a part of daily life	5	4	3	2	1	0
prayerful	5	4	3	2	1	0
appreciates the gifts of others	5	4	3	2	1	0
concerned about injustice	5	4	3	2	1	0
accepts limitations of others	5	4	3	2	1	0

Social, Pastoral

takes initiative	5	4	3	2	1	0
empathetic to others	5	4	3	2	1	0
relates well to other cultures	5	4	3	2	1	0
able to receive criticism	5	4	3	2	1	0
adapts well to change	5	4	3	2	1	0
works well in a team setting	5	4	3	2	1	0
has a sense of humor	5	4	3	2	1	0
sets realistic goals	5	4	3	2	1	0
manages conflict well	5	4	3	2	1	0
able to keep a confidence	5	4	3	2	1	0
responsible	5	4	3	2	1	0
seeks the advice of others	5	4	3	2	1	0

.....

Please respond to the following questions, as you are able with short comments. Attach a separate sheet if you wish to comment further.

How do you experience the candidate as a person of faith?

How would you describe the candidate's attitude toward the Church?

How does the candidate respond to interpersonal and group conflict?

How would you describe the candidate's ability to maintain professional boundaries? Does the candidate have mature peer friendships with men and women?

How does the candidate relate to persons in authority? How important to the candidate is the approval of others?

Would you enjoy working with the candidate in a common project? Would you accept the candidate as a member of the leadership team of your church?

Do you recommend the candidate for admission into a ministry and leadership preparation program? Please check only one of the following and comment as necessary. Attach a separate sheet if you wish to comment further.

_____ Yes, with no reservations

_____ Yes, with the following reservation(s):

_____ Yes, but on the following condition(s):

_____ No. Defer until the following is addressed:

_____ No.

Signature: _____ Date: _____



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Bachelor of Sacred Theology Program

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Thank you for your co-operation and the care you will take completing this form.

Name of Candidate: _____

Name of Person Completing Reference: _____

In what capacity do you know the candidate: _____

How long have you known the candidate: _____ years _____ months

Phone number where you may be contacted for further information: (____) _____

Please describe the candidate with respect to the following skills, characteristics, aptitudes, capacities. In circling responses, please note that 5 = an area of established strength, 4 = proven ability, 3 = some ability, 2 = shows aptitude, 1 = would need to overcome obstacles to develop in this area, 0 = unable to judge.

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able to revise a position	5	4	3	2	1	0

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prayerful	5	4	3	2	1	0
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accepts limitations of others	5	4	3	2	1	0

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takes initiative	5	4	3	2	1	0
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has a sense of humor	5	4	3	2	1	0
sets realistic goals	5	4	3	2	1	0
manages conflict well	5	4	3	2	1	0
able to keep a confidence	5	4	3	2	1	0
responsible	5	4	3	2	1	0
seeks the advice of others	5	4	3	2	1	0

.....
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_____ Yes, but on the following condition(s):

_____ No. Defer until the following is addressed:

_____ No.

Signature: _____ Date: _____