

**Diploma in
Theological Studies Program
Admissions Application Process
Checklist**

Step One *(all applicants)*

- _____ Make an appointment to meet with the Program Director, Professor Maureen McDonnell (maureen.mcdonnell@utoronto.ca) if you have not done so yet. Special arrangements can be made to conduct alternative interview (e.g. by telephone) for applicants from outside Toronto.
- _____ Complete the Regis College Application Forms.
- _____ Complete the University of Toronto Student Information Form.
- _____ Complete the Self-Evaluation Form.
- _____ Include the one-page Student Information Statement on your reasons for wishing to enroll in the Program.
- _____ Mail all the above with a \$25.00 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 admission file had 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 should 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 at Regis College in envelopes sealed and signed at the back.

Step Three *(for all 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 can 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 will be 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.

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: <input type="checkbox"/> LANDED IMMIGRANT <input type="checkbox"/> STUDENT VISA <input type="checkbox"/> OTHER VISA								DATE OF ENTRY INTO CANADA									

MAILING ADDRESS	STREET: > _____				APT/SUITE #: > _____			
	CITY/TOWN: > _____				PROV./COUNTRY: > _____			
	POSTAL CODE: > _____				HOME TEL.: > ()			
	WORK TEL.: > ()				E-MAIL : (important) > _____			
PERMANENT HOME ADDRESS	STREET: > _____				APT/SUITE #: > _____			
	CITY/TOWN: > _____				PROV./COUNTRY: > _____			
	POSTAL CODE: > _____				TEL.: > ()			
<input type="checkbox"/> SAME AS ABOVE								

I HAVE PREVIOUSLY ATTENDED THE FOLLOWING UNIVERSITIES	UNIVERSITIES	DEGREE SOUGHT AND/OR OBTAINED	IF BACHELORS, INDICATE LENGTH OF PROGRAMME		CHECK IF DEGREE CONFERRED		HIGHEST ACADEMIC YEAR ATTENDED	ATTENDED	
			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)	
SEMESTER <input type="checkbox"/> SUMMER					

DATE: _____ **STUDENT'S SIGNATURE:** _____



Regis College

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

DIPLOMA IN THEOLOGICAL STUDIES

Admission Application

Student Information Statement

Name: _____

Please state your reasons for wishing to enrol in the Diploma in Theological Studies Program. Answers should be typewritten. Thank you.



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DIPLOMA IN THEOLOGICAL STUDIES

Self-Evaluation Form

Note to Candidates: The Diploma in Theological Studies Program at Regis College is an invitation to expand one’s social and spiritual vision in an atmosphere that is deeply Catholic and widely ecumenical, involving men and women from a variety of cultures and ministerial and work experiences. This diploma is built on the belief that the cultural crisis of our time is planetary in proportion and spiritual in essence, calling for re-imagining community, spiritual and societal structures. Students will learn to reflect theologically on these realities in the light of Christian faith, to discover the creative action of God in one’s own life and in human efforts that promote personal and social transformation, and to respond pastorally to everyday challenges in the lives of people today.

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 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
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
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 team setting	5	4	3	2	1	0
have a sense of humour	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.
Please answer the following questions on separate paper. Answers should be typewritten.**

1. Please give a short biographical outline of your life and experiences over the past ten years. Include significant personal experiences, positions, or activities in which you have engaged, strengths and weaknesses you have become aware of, areas of personal growth most important to you at this time, and your hope and plans for the future. In short, as you can see now, where have you been, where are you at the moment, where might you be going?
2. What do you consider to be the two or three most pressing and urgent issues of our age? Why? What for you are signs of hope in our church and world? Why?
3. Please indicate any institutes or workshops in which you have been involved (e.g. social analysis, gospel awareness, justice, personal integration or spirituality) over the past few years?
4. Besides the Bible, what three books have influenced you most? Explain how, briefly.
5. What gifts or talents do you feel you might contribute to the program or community?
6. How do you see yourself in a graduate program, the Diploma in Theological Studies?
7. Have you been under professional, psychological, or special medical care within recent years? If so please give details.
8. How did you learn of the program? Is there any further information relevant to your application?



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DIPLOMA IN THEOLOGICAL STUDIES

Referee Evaluation Form

Note to Referees: The Diploma in Theological Studies Program at Regis College is an invitation to expand one's social and spiritual vision in an atmosphere that is deeply Catholic and widely ecumenical, involving men and women from a variety of cultures and ministerial and work experiences. This diploma is built on the belief that the cultural crisis of our time is planetary in proportion and spiritual in essence, calling for re-imagining community, spiritual and societal structures. Students will learn to reflect theologically on these realities in the light of Christian faith, to discover the creative action of God in one's own life and in human efforts that promote personal and social transformation, and to respond pastorally to everyday challenges in the lives of people today.

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., Ontario, Canada M5S 2Z5.

Name of Candidate: _____

Name of Person Completing Reference: _____

In what capacity do you know the candidate? _____

How long have you known the candidate? _____

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

Please describe the candidate 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
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

6. Do you recommend the candidate for admission into the Diploma in Theological Studies 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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Name of Candidate: _____

Name of Person Completing Reference: _____

In what capacity do you know the candidate? _____

How long have you known the candidate? _____

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

Please describe the candidate 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

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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

3. What is your appraisal of the applicant's personal spiritual maturity and practice?

4. What is your opinion of the applicant's psychological maturity and ability for ministry/service in church and society?

5. Please mention at least one relevant area of the applicant's life or work which you feel is in need of growth?

6. Do you recommend the candidate for admission into the Diploma in Theological Studies 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: _____