



ASIA GRADUATE SCHOOL OF THEOLOGY-PHILIPPINES

Hosted by the **International Graduate School of Leadership (IGSL)**

(formerly named the International School of Theology - Asia)

Mail: QCCPO Box 1495-1154 Quezon City, 1102 Philippines • Location: 12 Daisy Rd. Sauyo, Novaliches, Quezon City, 1116 Philippines
Tel. No: (632) 454-4546 to 50; 984-1221 • Fax No: (632) 454-4552 • E-mail Address: admissions@igl-igsl.org

Instructions for the Application Packet of the Doctor of Ministry in Peace Studies

- **Use English** – You must complete these forms and all accompanying documents in English.
- **Deadline** – Before your application can be considered all the forms, documents and transcripts must be received by the Admissions Office of International Graduate School of Leadership. All application materials must be received by **Nov 5, 2010** in order for you to be considered for the May/Oct 2011 classes and second cycle cohort.
- **Notify Steve Hobson** – by email confirming you are in the process of applying Steve.Hobson.IGSL@gmail.com
- **References** – Right away decide who you will ask to be your references. Obtain their permission then prepare one “Reference Form” for each person. Give it to them. Prepare the form by:
 - a. Printing your name at the top of the form in the blank provided
 - b. Checking one of the two authorization options.
 - c. Signing and dating the form at in the space provided.
 - d. Preparing a stamped envelope addressed to the Office of Admissions, IGSL
(see address below) so your references can send their forms directly to IGSL.
- **Transcripts** – Right away contact all previous colleges and seminaries you attended to have them send official transcripts directly to the Admissions Office, IGSL (see address below).
- **Application Materials** – Begin with the *Application for Admission* and send it in first, then do the rest.
 1. “Application for Admission” form completed with a 5x5 cm. (2x2 in.) recent, colored photo attached and a non-refundable application fee of US\$ 35.00. *Complete this form and send it in first.*
 2. “Biographical Information Essay” written. Write the first page on ministry letterhead.
 3. “Doctrinal Survey” completed and “Statement of Faith” signed
 4. “Sponsorship Commitment Form” completed by your sponsor(s).
 5. “Medical Form” completed by your medical doctor
 6. Proof of English proficiency – either a TOEFL score of 550 or more;
OR an IGSL English Proficiency Test (EPT) score of 85 or more.

To arrange to take the IGSL English Proficiency Test (EPT) contact the Admissions Office by email admissions@igl-igsl.org or by phone (632) 454-4546 to 50; or (632) 984-1221

OR provide English Proficiency Verification furnished by the educational institution where the applicant completed his/her previous masteral degree(s). See downloadable form.
 7. Send all materials to:

Admissions Office - DMin in Peace Studies
INTERNATIONAL GRADUATE SCHOOL OF LEADERSHIP
QCCPO Box 1495-1154
Quezon City, MM 1102 PHILIPPINES

- **If you are *LATE* sending in Application Forms** - speed the forms to us the quickest way possible. Let us know by email how they are coming. The *fastest options are listed first, the slowest are listed last*:

1. **Scan** the completed forms & transcripts, then attach digital files to an **email**. Have references do the same.
Send to "DMin Peace Studies" Steve.Hobson.IGSL@gmail.com , copy to tlicerio@glg-igsl.org

2. OR **Fax** forms, transcripts, and references to us in Manila: 632-454-4552

3. OR use a **courier service** to send forms, transcripts, references to :

ADMISSIONS OFFICE - DMin in Peace Studies
INTERNATIONAL GRADUATE SCHOOL OF LEADERSHIP
12 Daisy Road, Sauyo,
Novaliches, Quezon City, MM 1116 PHILIPPINES
Phone: 632-984-1221

4. OR use **postal mail** to send forms, transcripts & references to:

Admissions Office - DMin in Peace Studies
INTERNATIONAL GRADUATE SCHOOL OF LEADERSHIP
QCCPO Box 1495-1154
Quezon City, MM 1102 PHILIPPINES

BUDGET ESTIMATES FOR THE PROGRAM¹

¹ These are currently being revised to reflect increased costs. We will notify those accepted into the program of the new estimates.

	Participants from <u>developing countries</u> (most Asian countries)	Participants from <u>developed countries</u> (incl Australia, N Zealand N.America, Singapore, etc.)
Estimated Total =	<u>Approx US\$ 6,000</u>	<u>Approx US\$ 10,500</u>
Tuition	\$2,800	\$5,600
*Books	\$ 800	\$1,100
*Lodging & Meals	\$2,200	\$3,400
Fees (includes field educ)	\$ 200	\$ 400
Year 1 (three classes + no practicum = 9 credits; application fee, activity fee; *books; lodging and *food)		
Subtotal	US\$ 1,400	US\$ 2,250
Year 2 (three classes + practicum = 10.5 credits; activity fee; *books; lodging and *food)		
Subtotal	US\$ 1,400	US\$ 2,400
Year 3 (three classes + practicum = 10.5 credits; field education fees ; *books; lodging and *food;)		
Subtotal	US\$ 1,400	US\$ 2,400
Year 4/5 (one class + dissertation = 9 credits; mentoring cost and *books; lodging and *food; **continuation fee, graduation fee)		
Subtotal	US\$ 1,800	US\$ 3,450

Notes:

* Rough estimate: number & cost & shipping of books per class vary widely; food per indiv. varies
**Program continuation fee = \$50/sem during dissertation writing; est. two sem; may be longer

Does not include round trip travel expenses, pocket money or medical expenses.

Make checks payable to "International Graduate School of Leadership"

Any funds collected above actual costs for the program will be used to help students from developing countries.