

**CHRISTIAN LEADERS' TRAINING COLLEGE OF
PAPUA NEW GUINEA**

Master of Theology
Student Application Form for 2018 Intake

This form is to be completed by you in your own writing/typing.

| |
|--|
| Name _____ <i>(first)</i> <i>(last)</i> |
|--|

Date Received (CLTC Office use only) _____

About the Master of Theology (MTh) Programme: The MTh particularly serves the needs of theological educators teaching in South Pacific Bible schools, Theological colleges or teachers of religious education. It also will better equip Christian ministers and Christian service agency personnel for contextualized ministry in the South Pacific.

Pre-requisites:

1. A theological degree or equivalent from CLTC or other accredited institution.
2. Extensive theological research as evidenced in a Bachelor's thesis or other significant writing.
3. Competency with computers, especially word processing.
4. Good grasp of English language (evidenced by achieving a satisfactory score on CLTC's Entrance Exam.

MTh Award Completion- the MTh programme is a highly academic and research oriented graduate programme. The MTh normally consists of six taught courses and a 20,000 word thesis. The courses will include a Theological Research and Writing course plus courses from each of three areas: Theology/History, Missions/Ministry, and Bible. Each course requires a total of 300 learning hours, including reading, classroom, and writing time. Each course has an expectation of 8,000 words of writing. There is also a requirement to show proficiency in Greek and Hebrew. Normally this is accomplished by taking a Greek course and a Hebrew course and passing the final exam in each.

MTh Fees and Sponsorship- see pages 8-9

I, the undersigned, understand the advanced nature of this course and feel that I can successfully complete this course in the two years given.

Signature: _____

Date: _____

Welcome!

Thank you for your interest in Christian Leaders' Training College. This is the application form for Admission to the MTh programme at CLTC. Selection for this programme is highly competitive. To ensure that your application is considered, please use the checklist below to make sure you have completed and included each of the required documents. Please use a Commissioner of Oaths to certify awards and transcripts. The completed application must be submitted by 30 June 2017.

Checklist for Admission

- Application Form
- English Entrance Exam. You will need to go to a certified CLTC agent who will give you the CLTC English test. You will pay the agent K20 to do this test. A list of CLTC agents is provided at the end of this form.
In special circumstances we will send the English test to a person you nominate. Please write giving reasons for your inability to visit one of the CLTC agents and provide information about the person you nominate. Also attach a deposit receipt for K20 for the processing fee. The CLTC Bank accounts are listed below.
- Certified copy of your Theological Degree award and official transcript. (If you are a CLTC graduate, you DO NOT need to send copies).
- A copy, electronic if possible, of your Bachelor's thesis. If you did not write a Bachelor thesis, send us an example of academic research writing. (If you are a CLTC graduate, you DO NOT need to send a copy of your thesis).
- Letters of recommendation. These must be original documents on letterhead dated within the last 12 months. Photocopies or recommendations more than 12 months old will not be accepted.
 - Letter of recommendation from your local church pastor
 - Letter of recommendation from the theological institution from which you earned your degree.
 - Letter of recommendation from your church denomination on church letterhead (or with contact details).
 - A character reference from a community member.
- A certified medical report. (See page 7)
- Certified letter of reference from the supervisor of your current job or ministry. If you do not have a job currently, then the most recent full-time job. Additional work references since finishing degree studies will help your application.
- For citizens of countries other than PNG, provide a copy of the biodata page of your passport and the biodata page of the passport of each of your family members.

| Bank Name | Westpac Bank | BSP Bank |
|--------------|--------------|----------------|
| Branch Name | Mt Hagen | Mt Hagen |
| Account Name | CLTC IHE | CLTC Education |
| Account # | 600 180 3621 | 100 522 9800 |
| SWIFT Code | WPACPGM | BOSPPGM |
| BSB | 038038 | 088307 |

LOCAL CHURCH INFORMATION

What is the name of your church denomination? _____

What is the name of your local church? _____

What is the name of your local church leader or pastor? _____

Pastor's Telephone Number: _____ Pastor's Mobile Number: _____

Email (if he has one): _____

Post-Secondary EDUCATION

Use the chart below to list any post-secondary studies completed (studies after high school). Include University, SIL training, Bible School, Vocational, Business, etc.

| Name of Course | Name of Institution | Years of Study | Award Earned |
|----------------|---------------------|----------------|--------------|
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |

(Use an additional page if you need more space.)

WORK AND MINISTRY EXPERIENCE-

What have you done since you left secondary school?

| Type of Work/Ministry | Employer | Years of Work |
|-----------------------|----------|---------------|
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |

Don't forget to send copies of certificates or references received for the above.

PERSONAL TESTIMONY Use the space on this page to write about how you became a Christian. Include the year you became a Christian. *(Use another paper if you need more space)*

OTHER MINISTRY AND LEADERSHIP EXPERIENCE

Describe your past and present ministries and leadership experience. Be specific, for example, “I was secretary of TSCF at UPNG from 2001 to 2003. *(Use a separate sheet if you need more space.)*

MEDICAL SECTION

Applicant, please give this section to a Community Health Nurse, a qualified nursing officer or a qualified doctor.

Dear Health Officer,

The person presenting this form is applying to study at Christian Leaders' Training College. Could you please assist us by answering the following questions:

- | | |
|--|--------|
| 1. Does the candidate have a visual impairment? | Yes/No |
| 2. Does the candidate have a hearing impairment? | Yes/No |
| 3. Does the candidate have a physical disability? | Yes/No |
| 4. Does the candidate have a history of psychiatric illness? | Yes/No |
| 5. Does the candidate have a chronic illness? (such as diabetes, epilepsy, asthma, heart condition) | Yes/No |
| 6. Is there any evidence that he/she chews or has habitually chewed betel nut? | Yes/No |
| 7. Is there any evidence that he/she smokes or has habitually smoked tobacco? | Yes/No |
| 8. Is there any evidence that he/she smokes or has smoked marijuana? | Yes/No |
| 9. Is there any evidence that he/she is using or has used illegal drugs? | Yes/No |
| 10. Is there any evidence that the candidate drinks alcohol? | Yes/No |

If you answered YES to any of the above questions, please give details below.

Is the candidate fit and healthy and able to take part in study and work such as gardening, sport and general duties?

| | |
|---|--|
| Name of person completing this report | |
| Signature | |
| Professional role | |
| Date of examination | |
| Telephone/Mobile # | |
| Address | |
| PLEASE AFFIX THE OFFICIAL STAMP OF YOUR HEALTH CENTRE/FACILITY/HOSPITAL | |

STUDENT FEES for 2018

The average cost of the MTh programme is about K22,000 per year! The cost of your MTh programme will be heavily subsidized by CLTC support programmes and also the Overseas Council Australia, who by faith and hard work seek to find funding to support you. Christian Leaders' Training College has been selected to be the primary institute of higher theological education for students in the South Pacific by Overseas Council Australia (OCA). However we still expect each student to contribute towards the full K22,000 cost by paying the tuition fee of K4,810 if you are single and K7,80 if you are married. The tuition fee will go up 10% the following year.

How your fees are used by CLTC

The tuition covers your training. Each student is also given garden space to grow vegetables. In addition, through the sponsorship of OCA, you are paid a food allowance each fortnight of K30 per adult and K15 per child. You must budget your allowance carefully. This allowance will not be enough to meet all your additional living expenses, so we strongly recommend that all students bring extra money that can be deposited in your account at the college. This additional money is for your use and is not part of college fees. Students who do not bring extra money will seriously struggle to provide for all their personal needs. Therefore, the college recommends that for a year each student bring at least the amounts shown in the student fees table on the following page.

OCA SPONSORSHIP

Expenses OCA will try to cover through your OCA Sponsorship:

- Travel to the college at the beginning of your study and return travel upon graduation. (International student's airfares to and from PNG are covered by OCA)
- Accommodation and basic household furniture, and issue of gas for cooking.
- Cost of bringing in international lecturers
- Course materials and library resources (to be purchased as needed by your lecturers.)
- Fortnightly living allowance (K30/adult, K15/child)
- Children's schooling (up to K300 child/yr).
- Medical treatment (up to K50/family/year).

If you are accepted into CLTC's Master of Theology Programme, it is expected that you will be appropriately thankful for OCA's support and will acknowledge and thank your OCA sponsor regularly with written communication, updates, photos, etc.

I understand my responsibility to be an ambassador for CLTC and the South Pacific.

Signed, _____

STUDENT FEES

Church leaders and applicant: Please fill in this chart and sign the fee commitment.

| 2018 FEES | Tuition | SRC | Property bond | TOTAL FEES |
|------------------|---------|-----|---------------|-------------|
| Single | 4810 | 10 | 50 | 4870 |
| Married, 0 child | 7690 | 20 | 100 | 7810 |
| Married, 1 child | 7970 | 20 | 100 | 8090 |
| Married, 2 child | 8250 | 20 | 100 | 8370 |
| Married, 3 child | 8530 | 20 | 100 | 8650 |
| Married, 4 child | 8810 | 20 | 100 | 8930 |
| Married, 5 child | 9090 | 20 | 100 | 9210 |

Complete the following chart:

| ITEM | TOTAL AMOUNT | CHURCH agrees to pay this amount | STUDENT agrees to pay this amount |
|--|--------------|----------------------------------|-----------------------------------|
| CLTC fee (see table above) | K | | |
| Additional living allowance (at least K500 per adult) | K | | |
| School fees for children attending primary and secondary schools | K | | |
| Additional computer and book allowance | K | | |
| TOTAL AMOUNT | K | | |

We, the undersigned, agree to pay the above student fees if the applicant is accepted. We understand that fees must be paid before the student will be allowed to attend classes. Failure to pay fees before classes commence at the beginning of each year will result in the student being sent home at their own expense.

Signature of applicant _____ Date: _____

Signature of Church Leader _____ Date: _____

Applicant: Even if your church or church school is not contributing towards your fees please have your church leaders sign in the space above. The church needs to acknowledge the cost of your training and your sacrifice in attending CLTC.

If you are **sponsored** by an organization or individual, a letter to confirm sponsorship must be sent with this application form.

If you are a **self-sponsored** student (paying your own fees), briefly describe how you will meet your school and living expenses on the following page.

CLTC COMMUNITY LIFESTYLE COMMITMENT

Christian Leaders' Training College (CLTC) is a Christian community joined together for the purpose of academic study, personal development and spiritual growth. We are committed to the Lordship of Jesus Christ and believe that the scriptures establish the basic principles that should guide our life together. These principles include the responsibility to love God with all our being, love our neighbours as ourselves, seek after righteousness, practice justice, help those in need, forgive others, seek forgiveness and responsibly exercise freedom with loving regard for others. One of the important lessons you will learn here is about the way you should live together with people from different places and with different customs. We acknowledge that it is impossible to create a community with expectations that are totally acceptable to every member. Nevertheless, clearly stated expectations promote orderly community life. The Word of God tells us that "everything must be done decently and in order" (1 Cor. 14:40).

As a member of the CLTC community, I will strive to practice stewardship of mind, time, abilities and finances. I will pursue opportunities for intellectual and spiritual growth and demonstrate care for my body. I also will exercise social responsibility in my standard of living and use of economic resources. Realizing the destructive character of an unforgiving spirit and harmful discrimination based on prejudice, I will seek to demonstrate unselfish love in my actions, attitudes and relationships. I will be honest and show respect for the rights and property of others. I recognize that some social practices are harmful to me, as well as harmful or offensive to others. Therefore, respecting the values of others and the mission of Christian Leaders' Training College, I recognize my responsibility as a member of the community to refrain from sexual relationships outside of marriage, sexual harassment and abuse, pornography, acts of violence, abusive or demeaning language and the use of illegal drugs. Recognizing that CLTC supports non-use of alcohol, tobacco, and betel nut, I will respect and abide by the college policy that prohibits the use of alcohol, tobacco, and betel nut both on and off campus. I pledge myself to carry out this commitment in a spirit of openness and helpfulness through mutual accountability motivated by love.

TICK the following boxes after you have read the Commitment.

- I have read the Community Lifestyle Commitment and understand the purpose and mission of CLTC.
- I accept the lifestyle expectations as my own while I am a student at CLTC.
- I agree to withdraw my application should I find myself unable to support them.

By signing this application I confirm that all information submitted for admission to CLTC is accurate. I understand that if I have falsified information I may be asked to withdraw my application or leave the college if enrolled.

Signature _____ Date _____

If necessary, write on separate paper additional information you would like CLTC to know.

COMPUTER USE

It is recommended that all MTh students bring their own laptop computer with Microsoft Office and wireless capabilities. If you are unable to bring a laptop, the CLTC computer lab will be available. But you will share this lab with all other CLTC students. You should purchase a 1-2Gb Flash drive (USB stick) for your academic work.

Do you have keyboarding/typing skills (*yes or no*) : _____

Do you have experience/training in word processing/Microsoft Word/Open Office? _____

Due to the high number of applications that CLTC receives and the limited number of spaces available, it is important that your application is complete.

INCOMPLETE APPLICATIONS WILL NOT BE CONSIDERED!

Post your COMPLETE application and all required documents by 30 June to:

*Registrar
Christian Leaders' Training College
PO Box 382
Mt. Hagen, WHP 281
Papua New Guinea*

***Or scan and attach all documents in an e-mail sent to registrar@cltc.ac.pg
E-mails must be less than 4Mb or they will be rejected by our server.***

If you have further questions contact Abel Haon at 7264 8835

CHRISTIAN LEADERS' TRAINING COLLEGE

“Training Leaders for the South Pacific”



*Christian Leaders' Training College
MTh Student Application*