



INTER-AMERICAN ADVENTIST THEOLOGICAL SEMINARY  
P.O. Box 830518, Miami, FL 33283-0518

APPLICATION PACKAGE

**2013**



INTER-AMERICAN ADVENTIST THEOLOGICAL SEMINARY

P.O. Box 830518, Miami, FL 33283-0518

Cover Sheet and Check List for Admission Processing

SITE: \_\_\_\_\_ NAME: \_\_\_\_\_  
First Middle Last

Sex: ☐ Male ☐ Female Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_  
Month Day Year LOCAL I.D.#: \_\_\_\_\_

Previously admitted to IATS: ☐ No ☐ Yes IATS I.D. #: \_\_\_\_\_

Program desired: ☐ MA Pastoral Theology ☐ Doctoral ☐ Other: \_\_\_\_\_

Date student started taking classes at IATS: (Month and Year) \_\_\_\_\_

INSTRUCTIONS:

APPLICANT: Please read carefully the following pages (paying special attention to the instructions), sign and date wherever it is required, and assemble the admission documents requested below. Use this form as a guide and cover sheet for your documents before you send them.

SITE COORDINATOR: Please, if these documents are sent first to your site, initial in the space provided to specify which items have been received. Refer to page 2 for more instructions.

Initial

- \_\_\_\_ 1. Completed Application form with **Legal Name** to be used on all future documents. (See page 2.)
- \_\_\_\_ 2. Completed Summary of Educational Experience by year.
- \_\_\_\_ 3. Original or authenticated copies of BA and MA Transcripts, Certificates and/or Diplomas from each College or University attended other than IATS.
  - a. \_\_\_\_\_ b. \_\_\_\_\_
  - c. \_\_\_\_\_ d. \_\_\_\_\_
  - e. \_\_\_\_\_ f. \_\_\_\_\_
- \_\_\_\_ 4. Specific Requirements:
  - a. \_\_\_\_ Summary of Educational Experience
  - b. \_\_\_\_ Professional Experience form
  - c. \_\_\_\_ Three Recommendations on form 6 (one of them by Union ministerial Secretary for SDA doctoral applicants).
  - d. \_\_\_\_ Statement of Purpose
  - e. \_\_\_\_ Birth Certificate or other proof of age/identity
  - f. \_\_\_\_ Results of English Proficiency Test or Standard Tests when applicable
  - g. \_\_\_\_ Letter of support from Union for PhD applicants.
  - h. \_\_\_\_ **Certificate of ordination or commission for Doctoral applicants.**

Initial evaluation and comments:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Site Coordinator's Name (Print)

Date

Signature

See instructions on page 2 and 3

## GENERAL INSTRUCTIONS

*Both the applicant and the coordinator need to read this page carefully for it provides minute details on how to prepare the admission documents to present with the application.*

- Site Coordinator: If documents are sent to your office, please verify all the required documents are present. Please, make sure that the originals of all doctoral documents and **authenticated** copies of MA documents are sent to the IATS Central Admissions and Records Office. Corresponding originals or validated copies shall be kept in the site registrar's vault on campus. **All non-degree applicants need a letter of recommendation from you.**
- IATS I.D. #: If a student has been admitted to IATS before, he/she will have an IATS ID number. Please be sure to include this number. If a student has not been admitted to IATS before, leave the space blank. When a final decision has been made to accept the student, he/she will be ensued an ID number that will be indicated on the Acceptance Letter IATS will send to the Site Coordinator for communication to the student.
- Initial: A space has been provided on the cover page for the site coordinator to initial that all requested information is supplied. If one of the initialed steps needs explanation, provide an explanation in the space for comments or attach a letter.
- Name: (1) **On the application form it is important that the name appears, as it will be used hereafter on all official IATS documents.**
- Summary of Educational Experience by year (2) Have the applicant fully complete the Summary of Educational Experience by Year form. If you have questions on the information provided, work with the student and the official documents until you are confident the sheet accurately represents the student's educational history. Information about elementary education is not compulsory.
- Summary of Professional Experience (3) Have the applicant list all the positions or jobs that he/she has held for the last 10 years as well as special projects he/she has completed. PhD applicants must submit proof of a minimum of 3 years of experience in active teaching, investigative or publishing work.
- Official Documents: (4) List the validated official documents by a title that is clearly legible on the document. In the upper right corner, pencil in the letter a, b, c, d, e, or f, that corresponds to the listing of the document on the cover sheet. **Site validates each document copy to be sent to IATS with date received, source, authorized signature and stamp.**
- Those applying to a doctoral program must also:
- Submit results of their graduate Standardized tests (for example GRE, GMAT, EXADEP, PAEP, etc...). If the applicant comes from a country where such a test is not administered, he/she must contact the site or the IATS Admissions Office for orientation.
  - Submit proof of completion of 16 previous MA credits in their chosen major with a GPA of 3.5 or better. The cumulative GPA of the doctoral applicant should be greater or equal to 3.0

continue on page 3

Recommendations:

(5) Three recommendations on form 6 are required for both the master and doctoral programs.

*Master's programs:* One form should be filled out by the local Field President or another administrator, one by a Church Elder from the applicant's congregation (s) and the other by a minister of religion who is familiar with the applicant's work. One of the evaluators may be the Site Coordinator.

*Doctoral programs:* One form should be filled out by the Union Ministerial Secretary, one by a Church Elder from the applicant's congregation (s) and the other by a minister of religion who is familiar with the applicant's work. One of the evaluators may be the Site Coordinator. Moreover, applicants to the doctoral programs must also submit a letter of support from their Union Administration (SDA).

Language proficiency

Applicant's Language Proficiency in the English can be evidenced by academic work in a country where English is the spoken language and medium of instruction or by applicant satisfactorily completion of an English as a Foreign Language Test.

Master's programs: 70/100 or better on test administered by the site.

Doctoral programs: 500 points or better for the TOEFL; 83 or better for the MELAB; or 86 or better for the LOEP; 50 or better for the EXADEP or the PAEP.

Statement of Purpose:

Applicant has to submit a 500-word written Statement of Purpose.

Sample Research Material:

applicants for the doctoral programs must submit a previously prepared research document

Degree requirement:

Applicant normally should hold the theology or religion degree immediately preceding the one he or she plans to pursue at the IATS. If degree held is in another discipline, applicant will have to complete recommended required courses before regular admission. Please, see the Appendices.

Category:

Degree: Individuals who wish to complete a degree in the program to which they are applying. They should comply with all the requirements mentioned above to be considered for regular admission and start taking classes.

Non-Degree: These are individuals who are not pursuing a degree, but want to acquire some academic credits in any of our programs to satisfy a job requirement or to meet some academic requirement at some other institution. Those applicants will have to:

- a- Fill out for 2
- b- Submit official transcripts from an accredited academic institution for studies achieved at least at the level immediately preceding the desired class level of they wish to attend at the IATS.
- c- Write a statement of purpose of 100 words (form 5).
- d- Present a financial plan to the coordinator
- e- **Will have the coordinator write a letter of recommendation on their behalf to the Central admissions and Record Office.**
- f- Will not be able to accumulate more than 12 credits under this status.



## Application for Admission

**INTER-AMERICAN ADVENTIST THEOLOGICAL SEMINARY**8100 SW 117<sup>TH</sup> Avenue, Miami, Florida 33183

P. O. Box 83018, Miami, FL 33283-0518 USA

**SITE:** \_\_\_\_\_

IATS Office Use Only

ID: \_\_\_\_\_

*IATS provides equal opportunity for qualified students irrespective of race, color, sex, physical handicap, national or ethnic origin in admission, employment, housing, and educational programs and activities.*

**APPLICANT: Please, print or type in the space indicated (items I-IV)**

**I- ADDRESS**Legal Name \_\_\_\_\_  
First Name Middle Maiden Last/Family NamePermanent address: \_\_\_\_\_  
(Include city, state \_\_\_\_\_  
Country, zip code) **E-Mail address:** \_\_\_\_\_**Telephone:** \_\_\_\_\_Name and address of \_\_\_\_\_  
employing Adventist \_\_\_\_\_  
institution \_\_\_\_\_**II- PROGRAM DATA**

I plan to begin in: \_\_\_\_\_ (Date) Financial arrangements: \_\_\_\_\_

Applying for: ☐ MAPTh ☐ MA Rel ☐ DMIn ☐ PhD Other \_\_\_\_\_**III- PERSONAL DATA**Birth Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Sex: ☐ Male ☐ Female  
Month Day YearBirthplace: \_\_\_\_\_  
State CountryCitizenship: \_\_\_\_\_  
CountryReligion: ☐ Seventh Day Adventist Other \_\_\_\_\_

If SDA, Union: \_\_\_\_\_ Local Field/Institution \_\_\_\_\_

Marital Status: ☐ Single ☐ Married, Spouse Name \_\_\_\_\_☐ Plan to marry before enrolling ☐ Separated ☐ Divorced ☐ Widowed

Have you ever attended any IATS programs?

☐ No ☐ Yes, ID #: \_\_\_\_\_

Dates attended: \_\_\_\_\_

Degree/Diploma and date received: \_\_\_\_\_

**IV- Other Colleges or Universities Attended**

Institution	Attendance	Degree or Diploma	Date received

State or Country: \_\_\_\_\_

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State or Country: \_\_\_\_\_

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State or Country: \_\_\_\_\_

(If more space is needed, attach an additional sheet of paper.)

**PLEASE READ AND SIGN:**

In asking for admission to the Inter-American Adventist Theological Seminary, I voluntarily agree, if admitted as a student, to uphold the ideals, standard and regulations set forth by the Seminary and to respect the principles and traditions it upholds as a church institution of higher learning

Signature \_\_\_\_\_ Date \_\_\_\_\_

**NOTICE:** Any omission of information could delay your acceptance. ALL application materials must be sent directly to your Site Coordinator.

**FOR OFFICE USE ONLY**

Accepted: ( ) ( ) \_\_\_\_\_ Date \_\_\_\_\_ PTC only ( ) \_\_\_\_\_ Date \_\_\_\_\_

Denied: ( ) ( ) \_\_\_\_\_ Date \_\_\_\_\_ Degree \_\_\_\_\_

Status: Regular (1)  
Provisional (5)  
PTC (6)  
Partial Transcript (7)  
Undergraduate Deficiencies (2)  
Low GPA (3)  
Other (4) \_\_\_\_\_

In-Process: \_\_\_\_\_ Final Decision: \_\_\_\_\_

Site \_\_\_\_\_ Date \_\_\_\_\_

IATS Registrar \_\_\_\_\_ Date \_\_\_\_\_

**INSTRUCTIONS:** Site Coordinator fills this portion out, keeps an authenticated copy, and sends the originals to IATS.



**Name:** \_\_\_\_\_ **Site:** \_\_\_\_\_

See Instructions on Page 2







## Instructions for Completion of your Educational Experience Summary Sheet

**Applicants must complete columns 1 through 9 in full to be considered for admission.**

- Column 1.** On each line write the appropriate years for every institution you attended beyond High School.
- Column 2** These are the actual years you attended school. Your first year is number 1; your second year is number 2 etc. Give an account for every year if this is possible. If you were out of school for a length of time, this should be noted. Allow one line for each year.
- Column 3.** Write the kinds of schools you attended using the terminology in practice in the country where the school was located.
- Column 4.** Enter the name of the school attended.
- Column 5.** Write the name of the city, town, village and the country where each school you attended was located.
- Column 6.** Write the language used in the classroom by your instructors.
- Column 7.** Write the name of any examination(s) you passed, or certificate(s) you obtained, or degree/diploma you were awarded at the end of that school year.



INTER-AMERICAN ADVENTIST THEOLOGICAL SEMINARY  
P. O. Box 83018, Miami, FL 33283-0518

### PROFESSIONAL EXPERIENCE

#### INSTRUCTIONS TO THE APPLICANT:

Please, fill in the following information in print, and add this form to your application package.

SITE: \_\_\_\_\_

Name: \_\_\_\_\_

Positions or jobs held during the last ten years (If more space is needed, use the back of this sheet)

EMPLOYING ORGANIZATION	TITLE OR OFFICE	PLACE	DATES

**Special Projects** (including published books or articles) undertaken in connection with your professional or previous studies:

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Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**SITE:** Please review this form, and send to IATS. Keep an authenticated copy for your records.

Form 4



INTER-AMERICAN ADVENTIST THEOLOGICAL SEMINARY  
P. O. Box 83018, Miami, FL 33283-0518

**STATEMENT OF PURPOSE**

SITE: \_\_\_\_\_

Name: (Print) \_\_\_\_\_

**INSTRUCTIONS TO THE APPLICANT:**

Please fill out the above, and use the rest of this sheet to submit a typewritten or printed statement of approximately 500 words which will acquaint the admission committee with the nature and purpose of your interest in pursuing graduate education, your philosophical perspective, and an indication of what you hope to accomplish professionally in ten years following the completion of your proposed course of study (If more space is needed, use the back of this sheet).

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Form 5



INTER-AMERICAN ADVENTIST THEOLOGICAL SEMINARY  
P.O. Box 830518, Miami, FL 33283-0518

### RECOMMENDATION FORM

Name of Applicant (Type or print): \_\_\_\_\_

Program: \_\_\_\_\_ Site: \_\_\_\_\_

**I- TO THE APPLICANT:** You need three recommendations. Complete the above section, then take or mail one form to each prospective evaluator. See the General Instructions for details about evaluator's profile. Urge your evaluators to return these forms to your site coordinator immediately, since your application will not be processed until they are received. **Please, do not request relatives to submit recommendation forms.**

**TO THE EVALUATOR:** In order to evaluate the fitness for graduate study of the applicant named above, we need to gather the following information. The applicant believes that you are in a position to make judgments of value regarding his/her abilities to successfully pursue a graduate program. If the waiver statement below is not signed, this form will be available for the applicant's review. Kindly return this form **today** in order to expedite the evaluation of this candidate's application. Thank you for your cooperation.

**II- TO THE APPLICANT:** Fill in your name and sign in the space indicated below if you agree to waive your rights to examine this evaluation form once it has been filled out. Forward this form to the evaluator.

I agree that officials of the Inter-American Adventist Theological Seminary shall hold the recommendation that I am requesting in confidence, and I hereby waive any rights of access I may have to examine it.

- Applicant's signature: \_\_\_\_\_ Date: \_\_\_\_\_

**TO THE EVALUATOR:** The Inter-American Adventist Theological Seminary will appreciate a confidential assessment from you concerning the applicant.

How long have you known this applicant? \_\_\_\_\_

In what capacity have you known this applicant? \_\_\_\_\_

**Please rate the applicant on each characteristic in comparison with other students at the same level by checking the appropriate box**

	Excellent	Good	Average	Below Average	No Basis for Evaluation
Motivation for graduate work					
Intellectual ability for graduate work					
Breadth of general knowledge					
Understanding of proposed field					
Ability to analyze ideas					
Ethical standards and integrity					
Oral English expression skills					
Written English expression skills					
Promise in research/scholarship/ endeavor					
Overall, I expect the applicant's graduate work to be:					

Signature of Evaluator: \_\_\_\_\_ Date: \_\_\_\_\_

Print or Type name: \_\_\_\_\_ Position: \_\_\_\_\_

Name and address of Institution: \_\_\_\_\_

**Additional Comments may be written on the back of this page.**



INTER-AMERICAN ADVENTIST THEOLOGICAL SEMINARY  
P. O. Box 83018, Miami, Fl 33283-0518

**REQUEST FOR OFFICIAL TRANSCRIPT OF CREDITS**

Date: \_\_\_\_\_

Name of Institution: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

I am applying to the Inter-American Adventist Theological Seminary. Please forward an official copy of my transcript(s) showing my baccalaureate or masters degree (or a partial transcript if still in attendance), post-graduate or graduate course works to:

Inter-American Adventist Theological Seminary  
8100 SW 117 Ave  
Miami, FL 33183

Signature: \_\_\_\_\_

Print name as it appears on Records: \_\_\_\_\_

Birth Date: (mm/dd/ yy) \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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**INSTRUCTIONS:** Applicant: Fill and send a form like this to each of the Academic Institutions where you have completed (or is studying to complete) your degree (s) in order to request them to send your official transcript to the IATS Admission Office at the above address or to your Coordinator at the address of your site.

**N.B. Applicant is responsible for making the necessary arrangements with the Institution (s) mentioned above for the transcripts.**

**PLEASE DON'T SEND THIS FORM BACK TO THE IATS, SEND IT TO YOUR FORMER SCHOOL (S).**



## STATEMENT ON HONESTY

### 1. Policy on Academic honesty

Honesty in all aspects of life must characterize the life of every Christian and every law-abiding citizen. Academic dishonesty includes, but is not limited to, the violation of copy rights and agreements concerning permits, making use of illegal copies which contain author rights or require permission for use, such as computer software, musical recordings, or printed material. Academic dishonesty also includes preparation and use of unauthorized copies of materials provided by the IATS to be strictly employed (controlled use) by the students. It also includes the falsifying of official documents, plagiarism, the presentation of assignments or reports (laboratories, lectures, etc.) that are not based on the student's own work or experience, the use of material during a test or exam unrelated to those specifically permitted by the instructor, the acceptance of or the study of tests or stolen exams or material related to the same, working with or copying the work of another person either an exam given in class or in a take-home exam. The student who consciously helps another in a fraudulent act is equally implicated.

Academic dishonesty is a very serious offense. Such acts are considered to be equally as grave as other forms of dishonesty. In addition to possible disciplinary action taken by the Seminary and the local institution, the instructor must send a report of or act of dishonesty to the Coordinator, as well as to the Academic Vice-President. The Coordinator may consult the Seminary's Academic Vice-President on matters relating to dishonesty. Resulting sanctions may include warning, the granting of a lower or disapproving grade, dismissal from class, suspension, expulsion or the cancelation of an academic degree. In the case of falsification of official documents, the results will be to deny admission to a program or the cancelation of it. The material (test, assignment, report, exam, etc.) in which the student has been dishonest is not acceptable in fulfillment of course requirements. **The lack of honesty in a final exam normally brings as a result a failing grade for the course. The lack of honesty at a degree level or professional level exam may result in a student having to drop the program.** The student may well face State legal action.

I, \_\_\_\_\_ acknowledge that I have read and understood this STATEMENT and, therefore am aware of the implications of academic dishonesty.

Name of Applicant: \_\_\_\_\_

Date: \_\_\_\_\_

Signature of Applicant: \_\_\_\_\_

Date: \_\_\_\_\_

Signature of Central Registrar: \_\_\_\_\_

Date: \_\_\_\_\_

This signed document will remain in the student's file at all times.

Form 8

### STATEMENT ON PRE-REQUIREMENT

**IMPORTANT:** *The three following pages provide detailed lists of the prerequisites courses applicants without the corresponding previous degree in Theology or Religion will need to complete before regular admission to the Master of Arts in Religion or in Pastoral Theology or to the DMin programs. Please, acknowledge below that you have read and understood them.*

Name of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

Please, do not hesitate to call the central office or the site of your choice for further information.  
Central Office: IATS: 305 403 4541.

## **APPENDICES**

The Inter-American Adventist Theological Seminary is honored by your interest in its programs. It is providing you with the following information in order to help you manage your strategy for admission. The next few pages contain information that is very important for you. Please read them and keep them as reference. If you have any question, do not hesitate to contact the Seminary.







**-I-**

**PREREQUISITES COURSES FOR ACCEPTANCE  
INTO THE MASTER OF ARTS IN PASTORAL THEOLOGY PROGRAM  
FOR APPLICANTS WITH NON THEOLOGY OR RELIGION DEGREE**

This program has been designed to answer to the needs of the MAPTh applicants who lack a BA degree in Theology or Religion but are commissioned/ordained ministers or experienced commissioned/ordained elders and who hold a Bachelor's degree from a non-religion related discipline. This program builds on each candidate's particular academic and professional experience. It is comprised of a set of prerequisites courses designed to meet the requirements for an equivalent to the 4 year BTh program in the site chosen. The proposed courses are distributed throughout the BTh curriculum excluding of the electives and amount up to 30 semester credits. The following table shows the model adopted for the BTh leveling program. **This program is designed only for the applicants to the MAPTh program who lack a prior degree in Theology or Religion; it is not an alternate BTh program and its completion is not sanctioned by a degree.**

**AREAS IN WHICH TO TAKE EQUIVALENTS COURSES**

<b>AREAS</b>	<b>NUMBER OF CREDITS</b>
Denominational History	3
Homiletics	2
General Introduction to the Bible	3
Old Testament I or II	3
Church organization I or II	2
Systematic Theology	3
Hermeneutics	2
Gift of Prophecy	2
Personal or Public Evangelism	3
History of Christianity I or II	2
Acts and Epistles I or II	2
Biblical Languages	3
<b>TOTAL</b>	<b>30</b>

It is expected that such students would complete these requirements in their first two years in the program on a parallel schedule worked out with their site coordinators and their fields in order to retain their academic status.

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**-II-**  
**PREREQUISITES COURSES FOR ACCEPTANCE**  
**INTO THE MASTER OF ARTS IN RELIGION PROGRAM**  
**(MAREl)**

**FOR APPLICANTS WITH NON THEOLOGY OR RELIGION DEGREE**

This program has been designed to answer to the needs of the MAREl applicants who lack a BA in Theology or Religion but are commissioned/ordained ministers or experienced commissioned/ordained elders and who hold a Bachelor's degree from a non-religion related discipline. This program builds on each candidate's particular academic and professional experience. It is comprised of a set of prerequisites courses designed to meet the requirements for an equivalent to the 4 year BA or BTh program in the site chosen. The proposed courses are distributed throughout the BA/BTh curriculum excluding of the electives and amount up to 18 semester credits. The following table shows the model adopted for the BA/BTh leveling program. **This program is designed only for the applicants to the MAREl program who lack a prior degree in Theology or Religion; it is not an alternate BTh program and its completion is not sanctioned by a degree.**

**AREAS IN WHICH TO TAKE EQUIVALENTS COURSES**

AREAS	NUMBER OF CREDITS	
Denominational History	2-3	
Hermeneutics	2	
Prophetic Orientation	2	
Old Testament Prophets I or II	3	
Acts and Epistles I or II	3	
Biblical languages (Basic Greek and Hebrew)	6	
Systematic Theology	3	
<b>TOTAL</b>	<b>17-18</b>	

It is expected that such students would complete these requirements in their first two years in the program on a parallel schedule worked out with their site coordinators and their fields to retain their academic status.

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-III-

**PREREQUISITES COURSES OR THEIR EQUIVALENTS FOR ADMISSION  
INTO THE DMIN PROGRAM**  
(FOR APPLICANTS WITH NON THEOLOGY OR RELIGION GRADUATE DEGREE)

This program has been designed to answer to the needs of the applicants to the DMin program who lack a Masters degree in Theology or Religion but are commissioned or ordained ministers, or have served as instructors in the field of Theology at the bachelor's level for many years and hold a Master's degree from a different discipline (or different disciplines).

This program builds on each candidate particular academic and professional experience. It is comprised of a set of prerequisites courses designed to meet the requirements for an equivalent to the IATS' MAPTh program of 48 credits. The proposed courses are distributed throughout the MAPTh curriculum excluding of the electives and amount to 25 credits. The following table shows the curriculum distribution for the IATS' MAPTh program and the model adopted for the equivalency program. This program is solely designed for the applicants without a graduate degree in Theology or Religion; it is not an alternate Master program and its completion is not sanctioned by a degree. It only offers an opportunity to the previously mentioned professionals who wish so to enroll in the DMin program.

AREAS	PREREQUISITES	
	NUMBER OF COURSES	NUMBER OF CREDITS
Christian Ministry	3	9
Biblical Studies	2	6
Theology	1	3
Mission or History	1	2
Administration	1	2
Research	1	3
<b>TOTAL</b>	<b>9</b>	<b>25</b>

This matrix contains the minimum number of credits required of each DMin applicant without the corresponding previous Theology or Religion degree who would like to be accepted regularly into the program. However, since the specific background of each individual will be taken into consideration, certain courses taken at the Masters' level in other related degree or program (s) may apply here and thereby reduce the number of courses or credits to take in order to achieve equivalency.

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## Requirements for Admission to the IATS Programs

### Master in Pastoral Theology

**To be considered for admission to the Master of Arts in Pastoral Theology program, the applicant must satisfy the following requirements:**

1. Be at least 22 years old and hold a bachelor degree in theology or religion or the equivalent. If the applicant is church worker with a bachelor in a discipline other than theology or religion, he or she will need to complete a prerequisite program designed by the IATS. This exception applies only to church workers.
2. Pass an English Proficiency exam at least by the second year in the program (TOEFL  $\geq$  400 points; MALAB  $\geq$  83 points, LOEP  $\geq$  76).
3. Have a cumulative BA GPA of at least 2.67/4.00 with a GPA of 2.75 in the last 50% of the courses taken at that level.
4. Have a minimum of one (1) year of pastoral ministry experience or be an ordained commissioned elder having served in that capacity for at least a year or acted as a district pastor for the same length of time.
5. Demonstrate a high professional and personal potential for the ministry of the gospel.
6. Be endorsed by the local field or institution.

### Master of Arts in Religion

**To be considered for admission to the Master of Arts in Religion program, the applicant must satisfy the following requirements:**

1. Be at least 22 years old and hold a bachelor degree in theology or religion or at least have a minor or Associate Degree in those fields. If the applicant is church worker with a bachelor in a discipline other than theology or religion, he or she will need to complete a prerequisite program designed by the IATS. This exception applies only to church workers.
  2. Pass an English Proficiency exam at least by the second year in the program.
  3. Pass a standardized test (GRE, GMAT, EXADEP, or PAEP...) as recommended by the site according to local availability.
  4. Have a cumulative BA GPA of at least 2.67/4.00 with a GPA of 2.75 in the last 50% of the courses taken at that level.
  5. Have a minimum of one (1) year of pastoral, chaplaincy, teaching ministry experience or its equivalent.
  6. Demonstrate a high professional and personal potential for the ministry of the gospel.
  7. Be endorsed by the local field or institution.
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# Doctor of Ministry Program

To be considered for admission to the Doctor of Ministry program, the applicant must satisfy the following requirements:

1. Hold a Master of Art in Divinity (MDiv) or the equivalent. If the applicant is church worker with a bachelor in theology or religion, but whose master is not an MDiv or is in a discipline other than theology or religion, he or she will need to complete a prerequisite program designed by the IATS. This exception applies only to church workers. Any other situation will require a petition to the Central Admissions Committee.
2. Pass a standardized test (GRE, GMAT, EXADEP, PAEP...) as recommended by the site according to local availability at least before the beginning of the second year.
3. Have a GPA of at least 3.00/4.00 at the master's level.
4. Be ordained or commissioned and have a minimum of four (4) years of pastoral ministry experience.
5. Demonstrate a high professional and personal potential for the ministry of the gospel.
6. Be endorsed by the local field or institution.

## Documents to submit

Applicants should request application package from central office or from the site. They must make sure they fill out correctly and completely each one of the forms and sign them where needed. Each package has a cover form (cover sheet) to help the applicant keep track of the documents being sent. This form should be read carefully as it provides extensive details about what the applicants needs. There are 8 forms:

1. Form 1: The cover sheet (3 pages)
2. Form 2: The application for admission form (2 pages).
3. Form 3: The educational summary form should be filled by year. Try to report as many years as possible
4. Form 4: Professional Experience. Please, list all the posts and functions you have occupied over the past 10 years.
5. Form 5: Write a declaration of purpose (an essay or a letter) outlining your commitment to the Christian faith, to the SDA church, the doctrine and the motive behind the reason for pursuing this degree.
6. Form 6: Submit three satisfactory recommendations using the provided form (One from the local field or institution administration, one from an experienced and recognized pastor, and another from a church elder).
7. Form 7: Ask the educational institution (s) where you obtained your previous degree (s) to send your transcripts directly to the IATS central office or directly to the coordinator of the site of your choice.
8. Form 8: This statement on honesty consent form describes the Seminary's policy on dishonesty.
9. Form 9: Pre-requisites Consent Form. This is to acknowledge that you are aware that there might be the need for pre-requisites courses in order to be accepted in the chosen program.

Submit a paper the applicant has previously completed that demonstrates his or her ability to research and write an adequate report related to a ministerial problem or issue.

You also need to submit an official letter of authorization from your administration since by participating in this one of these programs you will be absent at least nine (9) weeks a year from your post

Two passport type pictures

**ALL THE NECESSARY DOCUMENTS MUST BE RECEIVED AT LEAST ONE MONTH PRIOR TO BEGINNING OF CLASSES.**

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# FORMULARIO PARA LA DENEGACIÓN DE LA DIVULGACIÓN DE INFORMACIÓN DEL DIRECTORIO



La Ley de Derechos Educativos y Privacidad de la Familia (FERPA), es una ley federal que requiere que la Universidad Adventista de las Antillas (UAA), con ciertas excepciones, obtenga su consentimiento antes de divulgar información de identificación personal de los expedientes académicos. Sin embargo, la UAA puede divulgar información del directorio básica que por lo general no se considera perjudicial o una invasión a la privacidad sin su consentimiento. El propósito principal de la divulgación de información del directorio es permitir que la Institución incluya este tipo de información en ciertas publicaciones, tales como panfletos para presentaciones, programas de graduación, convocatoria de honores y en actividades deportivas. Además, esta información puede ser divulgada a organizaciones externas tales como agencias federales y estatales que ofrecen trabajo y beneficios educativos, medios de comunicación y compañías que hacen los programas y anuarios.

La información detallada ha sido designada como información del directorio bajo la Ley FERPA, y por consiguiente, puede ser divulgada a discreción de la UAA. Usted tiene el derecho a informar a la UAA que no puede divulgar esta información en forma total o parcial sin obtener previamente su consentimiento por escrito al completar este formulario. Su decisión en este formulario será válida mientras se mantenga como estudiante activo (que este matriculado en la UAA).

**MARQUE CON UNA (X) SI USTED NO AUTORIZA A LA UAA A DIVULGAR LA INFORMACIÓN DEL DIRECTORIO QUE SE INDICAN A CONTINUACIÓN:**

Nombre del Estudiante  
Dirección Postal  
Número Telefónico  
Correo Electrónico  
Programa de Estudios

Carga Académica  
Institución educativa a la que asistió más recientemente.  
Distinciones, premios y diplomas recibidos

☐ Autorizo

☐ NO Autorizo

\_\_\_\_\_  
Nombre del estudiante en letra de molde

\_\_\_\_\_  
Fecha

\_\_\_\_\_  
Firma del Estudiante

**Si este formulario no es devuelto a la Oficina de Admisiones como estudiante de nuevo ingreso o readmitido, se considerará que la información arriba puede ser designada como información del directorio por el resto del período académico. Este formulario va incluido en el proceso de matrícula en línea.**