

**Application Form for Certificate in Theological Ministry Studies**

**Please read through each section carefully; respond by typing on the form and answer all questions as thoroughly and accurately as possible.**

**Section 1: Personal Details**

|  |  |
| --- | --- |
| First Name (Given) |  |
| Title and Surname |  |
| Date of Birth (optional) |  |
| Gender: Male/Female |  |
| Permanent Address:  House Number  Or  Flat/Apartment Number  Town/City  County/State/Region/Province  Country  Postcode/Zip Code |  |
| Mailing Address (If different from Permanent): |  |
| Telephone Number: | (+ |
| Email Address: |  |
| Nationality: |  |

Next of Kin Details/ Emergency Contact

|  |  |
| --- | --- |
| Name of contact: |  |
| Relationship to you: |  |
| Telephone Number: |  |
| Email Address: | (+) |

Programmes for which you are applying: All courses are online part-time.

**Section 2: Course Tick one** 

We are currently offering the certificate level beginning in September 2025.

|  |  |  |  |
| --- | --- | --- | --- |
| Academic Year Programme Offered  (Cycle 1) | \*Start Date for Processing Applications | Closing Date for Receiving Applications |  |
| **Certificate Level to include written assignments:**  **September 2025** | **Monday 2 December 2024** | **Monday 2 June 2025** |  |
| **Certificate Level without written assignments:**  **September 2025** | **Monday 2 December 2024** | **Monday 2 June 2025** |  |

\*You can only apply for a course before the date applications are processed but please be advised of the academic year and month for each course.

**Section 3: English Language Certificate (to be completed only for applicants undertaking written assignments/components)**

**English Language GCSE Grade:**

**IELTS (or equivalent):**

|  |  |  |
| --- | --- | --- |
| Title/Component | Candidate No/Grade | Date of Testing (if applicable) (dd/mm/yyyy  Or Date of English Qualification |
|  |  |  |

*To add another row, click on the bottom right cell and hit ‘tab’*

The English Language requirements can also be satisfied in the following ways:

* Completion of education in an English-speaking country.
* Successful completion of ‘A’ Levels in the medium of English.
* Successful completion of study in the home country but awarded by a recognised higher education institution/provider in the UK.

Please briefly explain how you meet the English Language requirements.

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**Section 4: Certificates/Qualifications (to be completed only for applicants undertaking written assignments/components)**

1. Please provide details of all your qualifications, such as GCSE, certificate, diploma, HNC, HND, and degrees. Include any qualifications in Theology. Please list in chronological order, starting with the latest qualification date (see example).

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Dates of study (mm/yyyy)  From - To | Place of Study/Validating Institution (including country) | Qualification(s) Gained Including Subject(s) & Date | |  | Results |
| **For example:** September 2010-2012 | Birmingham College, | Certificate in Literature Studies |  |  | Pass |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

*To add another row, click on the bottom right cell and hit ‘tab’*

**Please note that if you do not possess formal qualifications, provide evidence of your ability to undertake the course in your short personal statement (section 8) if you intend to complete written assignments/components. If necessary, we may require you to attend an interview via Zoom.**

**Section 5: Professional Qualifications/Membership**

State which ones (if applicable).

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|  |

**Section 6: Employment**

Are you currently employed (including paid or voluntary)? Please complete if applicable.

|  |  |
| --- | --- |
| Name of Organisation |  |
| Current Job Title |  |
| Date Appointed (dd/mm/yyyy) |  |
| Brief Description of Role/Responsibilities |  |

**Section 7: Full-Time Ministry**

Are you currently in full-time ministry?

Please tick 

|  |
| --- |
| **No** |
| **Yes** |

**Section 8: Ministry Area & Personal Statement**

Please tell us briefly about your Christian ministry experience and current role (no more than 200 words).

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|  |

Short Personal Statement: Please explain why you are interested in applying for your chosen course and how it might help you in your ministry (no more than 200 words).

|  |
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|  |

**Section 7: Finance**

You must be able to fund your studies and accurately assess how this will be done. (State which one below).

|  |
| --- |
| Self-finance: (Yes/No) |
| Loan: (Yes/No) |
| Church/Sponsor (Your church’s financial commitment to support you in any way should be sought where possible)  (Yes/No) |
| Other (Please specify): |

**Section 8: Reference**

Please provide details of **one** referee. This must be an individual from your church organisation who can vouch for your contribution to your church and has known you for at least two years.

* All references must contain a brief overview of your character, including details of your contribution to your area of ministry.
* The referee must describe your academic ability or potential if you intend to undertake the course with **written assignments.**

**It is your responsibility to contact your referee as soon as possible after reviewing and submitting your application, requesting them to write your reference, which must be emailed to** [**beryltomlin@kstheology.com**](mailto:beryltomlin@kstheology.com)

**This is important to avoid any unnecessary delays in the application process.**

|  |
| --- |
| Referee: |
| Full name including any titles |
| Name of Institution/Organisation/Church & Address |
| (If the referee has retired etc., please provide home address) |
| Role/Position |
| Relationship to Applicant |
| Email Address |

**Section 9: Scanned Photo ID, Certificates & Submitting Completed Application**

**Review your application by reading through your responses carefully.** After you have completed the application, please scan your photo ID and any qualifications/certificates and email them together with the application to [btomlin@kstheology.com](mailto:btomlin@kstheology.com)

**Section 10: Process of Application**

There is a **non-refundable** **administration fee of £20** for processing all applications. Payment should be made by bank transfer to:

Kingdom School of Theology Ltd

Account Number: 42506040

Sort Code: 60-83-71

Once we receive the completed application form, scanned photo, the reference, and the administration fee, we will begin to process your application.

**Section 11: Declaration**

All the information on this application form, including photo ID and certificate(s) details, is complete and accurate. I understand that if any of the information provided is found to be false, my application will be automatically rejected.

**Print Full Name: Date:**

**Signature:**

**Section 12: Review of Application**

* Once we review your application, the admissions team will email you to inform you of our decision regarding your chosen course of study.
* You will receive a letter outlining whether or not you have been given an offer to study at KST.
* If you apply for the written component and the admissions team cannot decide, we will invite you for an interview via Zoom.

**FOR COMPLETION BY ADMISSIONS**

We have accepted this candidate for admission and recommend them for admission to the following programme of study:

Please tick the relevant box below

|  |  |
| --- | --- |
| **Theological Ministry Studies at KST Tick ** | |
| Cert in Theological, Ministry Studies to include written assignments |  |
| Cert in Theological Ministries Studies without written assignments |  |

Please tick the relevant boxes below

|  |  |
| --- | --- |
| **All** of the supporting documentation has been received and reviewed | **Tick ** |
| Photo ID |  |
| Reference |  |
| Apostille Certificate (Non-UK certificates only) |  |

Admissions Notes (please provide further evidence noted on the supporting statement or interview if relevant)

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| --- |
|  |

Print Name: Date: