

IV. ACADEMIC QUALIFICATIONS

Please list your academic qualifications and enclose one photocopy each. (Attach a separate sheet of paper, if necessary).

Course/Degree	School/College/University	Board/University	Stream/Specialization	Graduation Date	Grade

V. EXTRA-CURRICULAR ACTIVITIES

Please list community, volunteer and other extracurricular activities (excluding jobs) involved in during the past four (4) years. (Attach a separate sheet of paper, if necessary).

Name of the Organization	Position Held/Activity	Tenure

VI. FINANCIAL GUARANTEE

- Financially sponsored by: (i) Family , (ii) Individual , (iii) Church , (iv) Other .
- Enclose a "Financial Sponsorship Gaurantee Letter" from the authorized person who will be sponsoring you.
- Name of the sponsor/Head of the sponsoring body: _____
- Condition & Tenure of Sponsorship: _____
- Address: Locality: _____ P.O. _____
 P.S. _____ District: _____
 Street: _____ City/Town: _____
 State: _____ Pin/Zip: _____
 Phone: _____ Fax No. _____ E-mail _____

VII. DETAILS OF DOCUMENTS TO BE ENCLOSED [CHECK LIST]

1. One recent passport size photo of the applicant to be affixed at the top right corner of the first page, and four stamp size photos to be enclosed for office use.	<input type="checkbox"/>
2. One photocopy each of all educational qualifications as listed in sl.no. IV duly attested by a gazetted officer.	<input type="checkbox"/>
3. Pastor's recommendation letter to be written in Church letter head.	<input type="checkbox"/>
4. Statement of personal Christian commitment & Christian testimony of the applicant in a separate sheet of paper	<input type="checkbox"/>
5. An official "Financial Sponsorship Guarantee Letter" from the authorized person (cf. sl.no.VI.2.)	<input type="checkbox"/>

Prior to submission, please check carefully to make sure you have completed the entire application form!

AFFIRMATION

- The informations provided in this application are true to the best of my knowledge.
- I will pay the first installment fees at the time of admission. (For detail refer to the fee structure)

Date: _____

Place: _____

Signature of the Applicant

FOR OFFICE USE ONLY

1. ENTRANCE TEST / QUALIFYING EXAMINATION MARKS:

Sl.No.	Subjects	Full Mrks	Mrks scrd
i			
ii			
iii			

- Final Decision:** (i) Selected , (ii) Not Selected , (iii) Wait Listed .
 (iv) Any other decision:

Registrar, R.T.C.

Send to: The Registrar, Restoration Theological College, KCC Office Campus, P.O. Box-52, Church Road, Dewlahland, Imphal, Pin code – 79500,1 Manipur, India. E-mail : rt_college@yahoo.com.



RESTORATION THEOLOGICAL COLLEGE

KCC Office Campus, Post Box-52, Church Road,
Imphal, Manipur.

MEDICAL FORM FOR APPLICANT

I. TO BE FILL IN BY THE APPLICANT:

Full Name: _____ Date of Birth: _____
 Gender: Male , Female . Program applied: B. Th. . M. Div. .
 Home Address: Village/Locality: _____ P.O. _____
 P.S. _____ District: _____
 Street: _____ City/Town: _____
 State: _____ Pin/Zip: _____
 Phone: _____ E-mail: _____

II. TO BE FILL IN BY A CERTIFIED PHYSICIAN:

All informations should be based on the investigations done within the last four (4) months.

Date of Visit:		Diagnosis & Treatment	
Height		FBS (Functioning Blood Sugar)	
Weight		LFT (Liver Function Test)	
Blood Group		CBC (Complete blood count)	
Eyesight		Mental Illness	
Eye Infection		Circulatory problem	
Digestive problem		Hypertention	
Diabetes		Poor hearing	
Skin diseases		Asthma	
Sinus trouble		Allergic to any drug. If so, which?	
Cancer			
Tuberculosis			

Please summarize important findings:

Please inform the authority if there is any health condition of which we should be aware.

Name of Physician: _____
 Official Address: Locality: _____
 P.O. _____ P.S. _____
 District: _____ City/Town: _____
 State: _____ Pin/Zip: _____
 Phone: _____ E-mail: _____

Place:

Date:

Signature & Seal



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LETTER OF COMMENDATION FOR APPLICANT

I. THE APPLICANT'S DATA: (TO BE FILL IN BY THE APPLICANT)

Name of Applicant: Dr./Pr./Mr./Mrs./Miss _____

Date of Birth (Date/Month/Year): ____/____/____ Applied for: B. Th. , M. Div.

Address: _____

Note: This recommendation should be given by Pastor, or Teacher/Professor, or Church officials who are not a member of the applicant's family. Kindly seal the form in an envelope and handover to the applicant, to be submitted along with the application form.

II. INFORMATIONS TO BE SUPPLIED BY THE RECOMMENDER (CONFIDENTIAL)

Sir/Ma'm, This individual, named above is applying for admission to RTC. Kindly assist us to help the applicant better by providing accurate informations as you know about him/her. Thank you for your part in this important phase of the applicant's life.

Name of the writer of this recommendation: _____

1. How long have you known the applicant? _____ How well? Very well , Casually , Not well .

2. In what capacity have you known the applicant? _____

3. In view of your knowledge of the applicant, how do you assess his or her abilities and character in the following categories as compared to his or her peers?

	Not Observed	Weak	Average	Good	Outstanding
a. Intellectual ability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Ability to work with others and initiate	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. Creativity and imagination	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d. Self-confidence	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
e. Self-discipline	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
f. Oral communication skills in English	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
g. Written communication skills in English	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
h. Quality to work	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
i. Ability to analyze problems & formulate solutions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
j. Motivation for proposed program study	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
k. Potential for career advancement	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
l. Aptitude for chosen ministry or profession	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

4. If you are his/ her professor, how many courses had you taught the applicant? Undergraduate ____ Graduate ____

5. Every body has weakness and strength. In your knowledge what is/are the applicant's weaknesses and strengths.

6. Do you see this person as someone whom you would like to have him/her as your pastor or church staff member, or as one of your co-worker, or a colleague? Yes , No , Unsure .

Please Comment: _____

7. Please tick one: ____ I recommend the applicant very highly, ____ I recommend the applicant,
____ I recommend the applicant with hesitation, ____ I do not recommend the applicant.

Date: _____

Place: _____

Signature: _____

Position or Title: _____

Address: _____

Phone: _____ E-mail: _____

IMPORTANT INFORMATION AND GUIDELINES

(Read carefully and keep it with you)

A. INSTRUCTION FOR FILLING THE APPLICATION FORM

Application form (excluding prospectus) can be obtained from the office of Registrar. Before filling the questions, read the application form and the given instruction carefully. Please fill in all information neatly as they are required in the admission process. Incomplete filling of the form will not be entertained, and giving wrong information will be dealt seriously. Duly filled application form should be submitted to Registrar's office on or before the due date. The status of your candidature will be intimated to you by the Registrar.

B. DETAILS OF DOCUMENTS & INFORMATION TO BE ENCLOSED IN THE APPLICATION FORM

1. One recent passport size photo of the applicant to be affixed at the top right corner of the first page, and four stamp size photos to be enclosed for office use.
2. One photocopy each of all educational qualifications (as listed in sl.no. IV) duly attested by a gazetted officer.
3. Pastor's recommendation letter to be written in Church letter head.
4. Statement of personal Christian commitment and Christian testimony of the applicant in a separate sheet of paper.
5. An official "Financial Sponsorship Guarantee Letter" from the authorized person (cf. sl.no.VI.2.).

C. ENTRANCE QUALIFICATIONS FOR BACHELOR OF THEOLOGY (B. TH.) STUDY

1. Successful completion of 12 years of schooling or its equivalent. Those who have appeared for the HSC /+2 and are awaiting their results may be admitted provisionally until the end of the first term/semester. Those who cannot produce their pass certificate should not be admitted.
2. In special cases, older mature candidates (25 and above) who may not have completed the schooling may be admitted upon successful completion of the Diploma program and/or fulfilling a qualifying assessment.
3. Credits from non-accredited institutions are to be accepted only on the basis of validation or a period of probationary study.

Equivalency: The ATA-accredited two-year Diploma in Theology is an equivalent of the HSC/+2. Applicants who have completed successfully a two-year programme that has an entrance requirement of successful completion of 10 years of schooling [SSC], but is not ATA-accredited, must appear for and successfully pass a qualifying examination consisting of three papers set at the Final year Dip.Th. in Biblical Studies, Theology and Christian Ministry. Unless this is done they are not qualified for entry into an ATA-accredited BTh degree programme. However, no such applicant can be granted any advanced credit toward the B.Th. degree. Mature candidates who do not have meet the required entrance qualification, but are at least 25 years of age, may be admitted into the programme on the basis of a qualifying examination set at the 12th standard level [at least three subjects]. [Extract from ATA Accreditation Manual, page 18]

D. GRADUATION REQUIREMENTS FOR BACHELOR OF THEOLOGY (B. TH.) DEGREE

1. B.Th. is a three years course, and must complete a minimum of 108 units/hours (= 36 subjects).
2. An assessment of ministry involvement that meets set requirements.
3. An assessment of character and spiritual development that meets set requirements/standards.

E. ENTRANCE QUALIFICATIONS FOR MASTER OF DIVINITY (M. DIV.) STUDY

1. Successful completion of a Bachelor degree or equivalent. Those who have appeared for the Final BA/BSc/BCom degree examination and are awaiting their results may be admitted provisionally until the end of the first term/semester.
2. Those who cannot produce their pass certificate should not be admitted. An ATA-accredited Bachelor of Theology degree is an equivalent to a university graduate degree. However, advanced credit upto 10 subjects - towards the Master of Divinity degree can be granted only to those who have secured a B grade average or above in their B.Th. degree programme.

Equivalency: Applicants who have successfully completed an un-recognized B.Th. degree programme will need to appear and successfully pass a qualifying examination consisting of three papers set at the Final year B.Th. degree in Biblical Studies, Theology, and Christian Ministry. However, no applicant with an unrecognised theological degree is to be given any advanced credit towards the M.Div. degree. Mature candidates who do not have met the required entrance qualification, but are at least 30 years of age, may be admitted into the programme on the basis of a qualifying exam set at the Bachelor degree level [at least three subjects]. [Extract from ATA Accreditation Manual, page 21]

F. GRADUATION REQUIREMENTS FOR M. DIV. DEGREE:

1. M. DIV. course may be completed within two years for a theological bachelor degree holders with a GPA of B or above by completion of minimum 60 credit units/hours (= 20 subjects), and it may be completed within three years for non-theological bachelor degree holders by completion of minimum 90 credit units/hours (= 30 subjects).
2. An assessment of ministry involvement that meets set requirements.
3. An assessment of character and spiritual development that meets set requirements/standards.

Sd/-
Principal,
Restoration Theological College