

Divinity School of Chung Chi College

Application Procedures (2019-20 Entry)

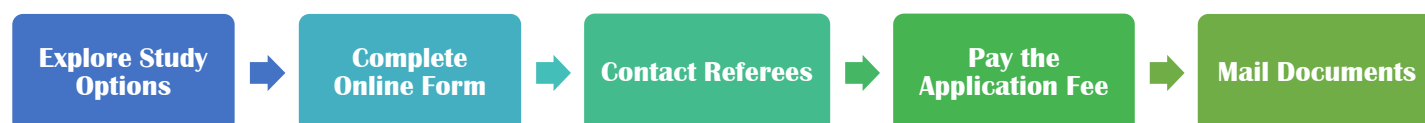
【Applicable to Bachelor of Divinity, Master of Theology and Doctor of Theology Programmes】

1 Important Dates

Application Type	Application Deadline	Interview Day	Release of Results*
Local Applicants	23 Apr 2019 (Tue)	11 May 2019 (Sat)	On or before 28 Jun 2019
Non-Local Applicants	12 Apr 2019 (Fri)	27 Apr 2019 (Sat)	On or before 31 May 2019

*Applicants will be informed of their application results by e-mail regardless of whether their applications are successful. Applicants who have not received any formal notifications by the end of June should contact the Divinity School.

2 Application Procedures



2.1 Explore Study Options

Applicants are advised to browse the School's webpage (<https://www.theology.cuhk.edu.hk/en/admissions/programmes>) to acquire programme information and pay attention to the eligibility for applications below:

Programme	Eligibility for Applications
Bachelor of Divinity (BD)	<ul style="list-style-type: none"> • Candidates should have been baptized for at least two years prior to admission. • Candidates must fulfill at least one of the following requirements: <ul style="list-style-type: none"> ○ Completed the Hong Kong Advanced Level Examination (HKALE) or the Hong Kong Diploma of Secondary Education (HKDSE) Examination, plus one year of working experience; or ○ Completed the Hong Kong Certificate of Education Examination (HKCEE), plus five years of working experience; or ○ Other equivalent qualifications. • Candidates must fulfill at least one of the following English proficiency requirements: <ul style="list-style-type: none"> ○ Achieved Grade E or above in the English Language subject of HKCEE; ○ Achieved Level 2 or above in the English Language subject of HKDSE Examination; or ○ Submitted an original valid official score report of TOEFL (iBT) 45 or above/ IELTS (Academic) 5 or above; or ○ Obtained a degree from a university in Hong Kong or an English-speaking country; or ○ Other equivalent qualifications.
Master of Theology (MTheol)	<ul style="list-style-type: none"> • A recognized MDIV/BD or a good MA academic degree in Christian Studies. • Candidates must fulfill at least one of the following English proficiency requirements: <ul style="list-style-type: none"> ○ Achieved Grade D or above in the English Language subject of HKALE; ○ Achieved Level 3 or above in the English Language subject of HKDSE Examination; or ○ Achieved 5.5 or above in IELTS (Academic); or ○ Obtained a degree from a university in Hong Kong or an English-speaking country; or ○ Other equivalent qualifications.
Doctor of Theology (DTheol)	<ul style="list-style-type: none"> • A recognized MTheol or first rate Master's degree in Christian Studies. • Candidates must fulfill at least one of the following English proficiency requirements: <ul style="list-style-type: none"> ○ Achieved Grade C or above in the English Language subject of HKALE; ○ Achieved Level 4 or above in the English Language subject of HKDSE Examination; or ○ Achieved 6 or above in IELTS (Academic); or ○ Obtained a degree from a university in Hong Kong or an English-speaking country; or ○ Other equivalent qualifications.

2.2 Complete Online Form

Applicants must provide their personal particulars, academic qualifications, working experience, church and referees via the online application form (<https://www.theology.cuhk.edu.hk/admissions>). Afterwards, applicants must upload the scanned copies of the following supporting documents:

	Item	Details (Suggested Format: PDF/ JPEG/ DOCX)
1	A copy of identity document(s)	<ul style="list-style-type: none"> Local applicants: A copy of Hong Kong permanent identity card Non-local applicants: A copy of identity card and passport (Mainland applicants may provide a copy of Exit-entry Permit for Travelling to and from Hong Kong and Macau [EEP])
2	Passport photo	<ul style="list-style-type: none"> Size: 3-4 cm (width) x 4-5 cm (height) No specific requirement on the background colour
3	Copies of certificates	<ul style="list-style-type: none"> Copies of certificates of academic or professional qualifications (if applicable)
4	Copies of transcripts (if applicable)	<ul style="list-style-type: none"> Copies of transcripts issued by post-secondary educational institutions/ theology school; or Copies of transcripts issued by other examination authorities or educational institutions
5	Proof of English language proficiency	<ul style="list-style-type: none"> A copy of certification of results of the English Language subject in a public examination; or A copy of official score report of TOEFL/ IELTS (Academic)
6	A statement of purpose	<ul style="list-style-type: none"> Maximum word count: 1000 For Bachelor of Divinity programme: Describe aptitude and motivation for the study, expectations on theological education, career aspirations and personal strengths and weaknesses. For Master of Theology and Doctor of Theology programmes: Describe aptitude and motivation for graduate study in the chosen area of specialization and future career goals.
7	Research proposal	<ul style="list-style-type: none"> Applicable to Doctor of Theology programme only The content of the proposal should be limited to 2000 words which includes: (i) Provisional title; (ii) Research questions to be addressed, (iii) Research objectives; (iv) Relationship of the proposed research to the published literature and to current research in the field; (v) Indication of the contribution to knowledge that the thesis is anticipated to make; (vi) Methods to be used in the research; (vii) Provisional timetable for the research; (viii) Details of the applicant's previous work in the proposed field; (ix) Bibliography of sources identified as of relevance to the proposal.
8	Writing Sample	<ul style="list-style-type: none"> Applicable to Master of Theology and Doctor of Theology programmes only Length of the academic paper, which must be solely written by the applicant, should not exceed 25 pages

Upon receipt of the online application form, the system will send an e-mail acknowledge to applicants immediately. Applicants who could not receive the e-mail acknowledgment should contact the Divinity School for assistance (**E-mail address:** admissions@theology.cuhk.edu.hk | **Phone number:** 852-3943 1034).

2.3 Contact Referees

Applicants must download the recommendation form at the URL <https://www.theology.cuhk.edu.hk/admissions> and complete **Part I** of the form. Afterwards, applicants should approach their referees and invite them to fill in **Part II**.

Upon completion of **Part II**, referees must return the duly signed recommendation form to the Divinity School directly by e-mail or by post (**E-mail address:** admissions@theology.cuhk.edu.hk | **Mailing address:** LG1/F, President Chi-tung Yung Memorial Building, Divinity School of Chung Chi College, The Chinese University of Hong Kong, Shatin, New Territories, Hong Kong, Attn. Admission Panel).

Type of Recommendation	Bachelor of Divinity	Master of Theology	Doctor of Theology
a Church Minister	✓	✓	✓
b Former Teacher	✓	✓	✓
c Employer	✗	✗	✓
d Others	✓	✗	✗

2.4 Pay the Application Fee

The application fee is **HK\$300**. The fee is non-refundable regardless of whether the application is successful. Applicants may pay the fee by one of the following methods:

- **ATM / Counter Payment**
Pay into the bank account number **293-005005-001** (Hang Seng Bank) in the name of “The Chinese University of Hong Kong”. Quote **applicant name and programme applied** on the bank deposit form/ATM customer advice. Submit the original receipt to Divinity School of Chung Chi College by mail. Scanned copies would not be accepted.
- **Cheque**
Submit a crossed cheque payable to “The Chinese University of Hong Kong” with **applicant name and programme applied** on the back by mail.
- **Remittance**

Payee Information	
Name of Account	The Trustees of Chung Chi College
Account Number	024-283-174001-001
Bank Name	Hang Seng Bank/ 677 Nathan Road, Kowloon/ Mongkok Branch
Swift Code	HASE HKHH
Address	LG1/F., President Chi-tung Yung Memorial Building, Divinity School of Chung Chi College, The Chinese University of Hong Kong, Shatin, New Territories, Hong Kong
Important Notes	1. All banking charges incurred during the remittance process should be borne by applicants; 2. Please submit the <u>original</u> of the payment receipt to Divinity School by mail.

2.5 Mail the Documents

The following **originals** MUST be sent to Divinity School by mail before the application deadline. Otherwise, the application may not be further processed.

- **Originals** of official transcripts sent from post-secondary educational institutions or theology schools (if applicable);
- **Originals** of official score report of IELTS (Academic)/ TOEFL sent from the examination authorities (if applicable);
- Cheque or payment receipt for the application fee of HK\$300 (Please do NOT send cash by mail).

✉ Mailing Address

LG1/F, President Chi-tung Yung Memorial Building,
Divinity School of Chung Chi College, The Chinese
University of Hong Kong, Shatin, New Territories,
Hong Kong (Attn. Admission Panel)

✉ Office Opening Hours

Mon-Fri/ 9:00 am-1:00 pm; 2:00-5:30 pm

3 Other Items

3.1 Student Hostel

➤ Unmarried Students

To enhance interactions among students, residence in the student hostel is mandatory for the following students unless otherwise approved:

- Unmarried students of the full-time Bachelor of Divinity programme; or
- Unmarried non-local students.

Residents will be informed of the hostel policy and check-in procedures via e-mail before September 2019.

➤ Married Students

Due to limited hostel places, on-campus accommodation would not be arranged for married students and their family members normally.

3.2 Equal Opportunities

The School is committed to offering equal opportunities to all applicants. To enable us to meet the needs of all students, applicants are invited to indicate on the application form whether they have any special health conditions (e.g. speech impediment, visual impairment, hearing impairment, physical challenges or other specific learning difficulties) which need special assistance. The School may approach applicants subsequently to obtain further details so as to facilitate early planning.

3.3 Fees

The annual tuition fee for full-time students in the 2019-20 academic year is HK\$42,100, applicants may refer to the URL <https://www.theology.cuhk.edu.hk/en/admissions/fees> for further details. In addition to the prescribed tuition fee, students would need to set aside money for other items including meals, books, transport and other expenses. Applicants are advised to plan early and plan ahead to ensure that they have sufficient funds to cover all the above expenses while studying in the School. Applicants with financial needs may approach their family and friends, affiliated churches or other related institutions for financial assistance.

3.4 Personal Information Collection Statement

The personal data provided by applicants will be used by the School for the purpose of processing the admission applications. All information provided, when no longer required, will be destroyed. Meanwhile, for successful applicants, relevant data will become part of student record upon enrolment in a programme, and may be used for purposes in accordance with the procedures of the University. For correction of or access to the personal data after submission of this form, please contact the Divinity School at admissions@theology.cuhk.edu.hk.

3.5 Enquiries

- Phone: Ms Charlotte Ho - (852) 3943 1091 [BD]; Ms Jennifer Cheung - (852) 3943 1034 [MTheol/DTheol]
- E-mail: admissions@theology.cuhk.edu.hk