

# Divinity School of Chung Chi College

## Application Procedures (2024-25 Entry)

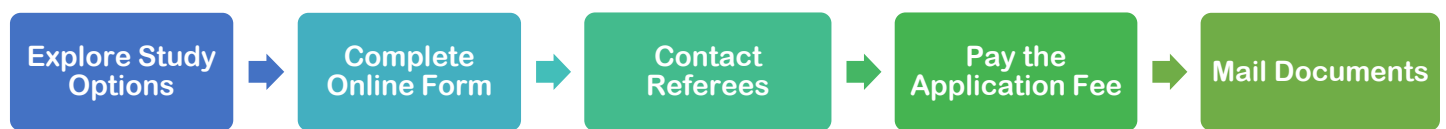
【Applicable to Bachelor of Divinity, Master of Theology and Doctor of Theology Programmes】

### 1 Important Dates

Application Deadline	Interviews	Release of Results*
25 March 2024 (Mon)	Non-local applicants - 13 April 2024 (Sat) Local Applicants - 20 April 2024 (Sat)	By 30 June 2024

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

## 2.2 Complete Online Form

Applicants must (i) provide personal particulars, academic qualifications, working experience, church and referee information and (ii) upload a scanned copy of the following supporting documents via the online [application form](#).

Upon successful submission, an e-mail acknowledge will be issued to the applicant immediately. Applicants who cannot receive the e-mail acknowledgment should contact the Divinity School for assistance.

Item	Details (Suggested Format: PDF/ JPEG/ DOCX)
1 Identity documents	<ul style="list-style-type: none"> <li>Local applicants: A scanned copy of Hong Kong permanent identity card</li> <li>Non-local applicants: A scanned copy of identity card and passport (Mainland applicants may provide their Exit-entry Permits for Travelling to and from Hong Kong and Macau [EEP] in lieu of passports)</li> </ul>
2 Passport photo	<ul style="list-style-type: none"> <li>Size: 3-4 cm (width) x 4-5 cm (height)</li> <li>No specific requirement on the background colour</li> </ul>
3 Certificates	<ul style="list-style-type: none"> <li>A scanned copy of certificates of academic or professional qualifications (if any)</li> </ul>
4 Transcripts	<ul style="list-style-type: none"> <li>A scanned copy of transcripts issued by post-secondary educational institutions, theology schools or other examination authorities (if any)</li> </ul>
5 Proof of English language proficiency	<ul style="list-style-type: none"> <li>A scanned copy of the certification of results of the English Language subject in a public examination or an official score report of TOEFL/ IELTS (Academic)</li> <li>Applicants who cannot submit their proofs of English proficiency by the application deadline must provide the documents concerned within one month from the due date.</li> </ul>
6 A statement of purpose	<ul style="list-style-type: none"> <li>Maximum word count: 1000</li> <li>For <b>Bachelor of Divinity</b> programme: Describe aptitude and motivation for the study, expectations on theological education, career aspirations and personal strengths and weaknesses.</li> <li>For <b>Master of Theology</b> and <b>Doctor of Theology</b> programmes: Describe aptitude and motivation for graduate study in the chosen area of specialization and future career goals.</li> </ul>
7 Proof of baptism	<ul style="list-style-type: none"> <li>A scanned copy of the proof of baptism</li> </ul>
8 Research proposal	<ul style="list-style-type: none"> <li>Applicable to <b>Doctor of Theology</b> programme only</li> <li>The content of the proposal should be limited to 4000 words in English or 5000 characters in Chinese 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.</li> </ul>
9 Writing Sample	<ul style="list-style-type: none"> <li>Applicable to <b>Master of Theology</b> and <b>Doctor of Theology</b> programmes only</li> <li>Length of the academic paper, which must be solely written by the applicant, should not exceed 25 pages</li> </ul>

## 2.3 Contact Referees

Applicants should contact their referees and request their referees to complete recommendation forms. As a general principle, the referee should not be an immediate family member of the applicant.

Bachelor of Divinity	Master of Theology	Doctor of Theology
One recommendation from each of the referee below (3 referees in total): <ol style="list-style-type: none"> <li>Church Minister</li> <li>Former Teacher</li> <li>Other Referee (including but not limited to employer, etc.)</li> </ol>	One recommendation from each of the referee below (2 referees in total): <ol style="list-style-type: none"> <li>Church Minister</li> <li>Former Teacher</li> </ol>	One recommendation from each of the referee below (3 referees in total): <ol style="list-style-type: none"> <li>Church Minister</li> <li>Former Teacher</li> <li>Employer</li> </ol>

Applicants should download the recommendation form at the School's [webpage](#). **Part I** should be completed by applicants while **Part II** should be completed by referees.

Referees must return the duly completed forms to the Admissions Panel of Divinity School directly by e-mail (e-mail address: [admissions@theology.cuhk.edu.hk](mailto:admissions@theology.cuhk.edu.hk)) or by post (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).

## 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 documents would not be accepted.

- **Cheque**

Submit a crossed cheque payable to “The Chinese University of Hong Kong” with the applicant name and programme applied on the back by mail.

- **Overseas Remittance**

Payee Information	
Name of Account	The Chinese University of Hong Kong
Account Number	293-005005-001 (for HKD)   293-005005-201 (for USD)   293-005005-280 (for RMB)
Bank Name	Hang Seng Bank Limited
Bank Code	024
Swift Code	HASE HKHH
Bank Address	83 Des Voeux Road Central, 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 **original(s)** MUST be sent to Divinity School by mail before the application deadline. Otherwise, the applications may not be further processed.

- Cheque or the **original** of the payment receipt in an amount of HK\$300 (Please do NOT send cash by mail)
- The **original(s)** of official transcript(s) sent from post-secondary educational institutions or theology schools (if any)
- The **original(s)** of official IELTS/TOEFL score report(s) sent from the examination authorities (if any)^

✉ **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

Applicants who cannot submit their proofs of English proficiency by the application deadline must provide the documents concerned within one month from the due date.

## 3 Points to Note

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### 3.1 Interview Arrangements

The Divinity School will thoroughly review the application documents of each applicant. Shortlisted applicants will be invited for interviews scheduled on 13 April 2024 or 20 April 2024. We may arrange face-to-face interview or online interview for applicants. Generally speaking, e-mail invitations will be sent to shortlisted applicants individually around 3-5 working days before the said interviews. Applicants should check their mailboxes regularly to receive up-to-date information from the Divinity School.

### 3.2 Student Hostel Arrangements

To enhance interactions among students, residence in the student hostel is mandatory for (i) unmarried students of the full-time Bachelor of Divinity programme and (ii) unmarried non-local students unless otherwise approved. Due to limited hostel places, on-campus accommodation would not be arranged for married students and their family members normally.

### 3.3 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.

### 3.4 Fees

The annual tuition fee for full-time students in the 2024-25 academic year is HK\$58,000. 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.

### 3.5 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.

## 4 Enquiries

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- **Programme Information, Application Procedures & Online Forms:**

<https://www.theology.cuhk.edu.hk/tc/admissions>

- **Phone:**

(852) 3943 1091 [BD]

(852) 3943 1034 [MTheol/DTheol]

- **E-mail:**

[admissions@theology.cuhk.edu.hk](mailto:admissions@theology.cuhk.edu.hk)

