



## APPLICANT'S CHECKLIST

### APPLICATION

- Please complete the application using a pen and PRINT legibly. For any item which does not apply to you write, "Does not apply," or "None." All address and phone number fields should be complete, including zip codes. Be sure they are correct to avoid unnecessary delays.
- Sign and date the application form. Unsigned applications cannot be processed.
- A check or money order in the amount of \$40, payable to Baptist Bible College, must accompany the application. (Note: BBC alumni: your application fee is waived.) Please write the full name of the applicant in the "memo" portion of the check. The application fee is non-refundable.

### TRANSCRIPT

- All applicants must arrange to have an official copy of your transcripts from **the college where you received your bachelor's degree and any graduate schools** you have attended sent to the BBC Graduate Studies Admissions Office.

### REFERENCE FORMS

Complete the top of the reference forms and distribute them to the individuals you list as references on your application. Encourage each reference to return the completed forms to BBC **within a week**. These forms can be completed online at [www.bbc.edu/graduate/admissions](http://www.bbc.edu/graduate/admissions).

- Pastor's Reference form—completed by all applicants
- Teaching Performance Reference Form—completed by applicants to the M.Ed. program
- Counseling Experience Reference Form—completed by applicants to the M.S. in Counseling Ministries program

### MAILING ADDRESS

Return all admission forms and credentials to:  
BBC Graduate Studies, 538 Venard Road, Clarks Summit, PA 18411

Application materials become the property of Baptist Bible College.

In order to satisfy the requirements of the Family Education Rights and Privacy Act, once submitted, these materials cannot be returned, transferred, or duplicated for use at other institutions.

Our Admissions Counselors are available from 8 a.m. to 5 p.m. Monday through Friday (EST) to answer your questions. Please call us at: 570.585.9604 or email [gradadmissions@bbc.edu](mailto:gradadmissions@bbc.edu). Website: [www.bbc.edu/graduate](http://www.bbc.edu/graduate).

Baptist Bible College admits students without regard to race, color, physical handicap, and national or ethnic origin.

## PERSONAL INFORMATION

Mr.  Mrs.  Miss  Ms.

Full Name \_\_\_\_\_ Gender  Male  Female

Current Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Daytime Phone ( \_\_\_\_\_ ) \_\_\_\_\_ Evening Phone ( \_\_\_\_\_ ) \_\_\_\_\_

E-mail Address \_\_\_\_\_

Permanent Home Address (if different than above) \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Place of Birth \_\_\_\_\_ Date of Birth (mm/dd/yyyy) \_\_\_\_\_

Social Security Number \_\_\_\_\_ — \_\_\_\_\_ — \_\_\_\_\_

Occupation \_\_\_\_\_ Citizenship \_\_\_\_\_

Ethnic Background\*:  Hispanic  Asian-Pacific Islander  African American/Black  
 American Indian/Alaskan  White, non-Hispanic  Other \_\_\_\_\_

\*Requested by the U.S. Department of Education. This information will not be used to determine eligibility for admission.

If not a U.S. Citizen, please indicate current visa status:  Visitor  Permanent Resident  
 F-1 Student  Other \_\_\_\_\_

Marital Information:  Married  Single  Engaged  Widowed  Separated  Divorced

Spouse's Name \_\_\_\_\_ Number of children under 18 yrs. of age \_\_\_\_\_

Spouse's Educational Background \_\_\_\_\_ Spouse's Employment \_\_\_\_\_

Have you or your spouse been divorced or had a marriage annulled?  Yes  No

Church Where You are a Member \_\_\_\_\_

Pastor's Name \_\_\_\_\_

Denominational Affiliation \_\_\_\_\_

Church Address \_\_\_\_\_

If accepted, when do you plan to enroll?  Summer  Fall  Spring Year \_\_\_\_\_

Which program are you applying for?

Master of Arts

ABWE/Missions

Counseling

Professional Writing

Urban Ministry

Bible

Intercultural Studies

Organizational Leadership

Worldview Studies

Church/Ministry Education

Literature

Social Entrepreneurship

Master of Education

Educational Administration

Music Education

Curriculum & Instruction

Health, Physical Education, & Sport

Reading Specialist

Secondary English/Communications

Master of Science in Counseling Ministries

**ACADEMIC PREPARATION**

Schools attended after high school	Date Entered	Date Graduated	Degree & Major

If you have not yet completed your program of studies, please indicate on a separate sheet the course work not appearing on your transcripts which you intend to complete before formal acceptance into the program.

**MINISTRY/EMPLOYMENT INFORMATION**

Please list significant employment and/or professional ministry experience:

Employer	Nature of Work/Ministry	Dates Employed

**PERSONAL PROFILE** (Use additional sheets if necessary.)

Please describe your salvation testimony (include Scripture references).

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How does your life demonstrate a desire for personal spiritual growth?

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Why do you want to enroll in BBC's Graduate Studies?

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Describe your past and present ministry experience.

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What outcomes do you expect to achieve at BBC? (250 words is recommended. If needed, please enclose a separate sheet.)

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Please review the Doctrinal Statement and Standards of Conduct on our website ([www.bbc.edu](http://www.bbc.edu)).

Are you in agreement with the BBC doctrinal statement?  Yes  No If no, list disagreement on separate sheet.

Are you willing to abide by the BBC standards of conduct?  Yes  No If no, list disagreement on separate sheet.

All of the information on this form is true and complete to the best of my knowledge.

Applicant's Signature \_\_\_\_\_ Date \_\_\_\_\_