

## Doctor of Philosophy (PhD)

### 1. Degree Available

Language	Degree Programs	Duration	Credits
English Program	PhD in Theology Specialization: - Biblical Studies - Historical/Theological Studies - Intercultural Studies - Educational Studies	3 yrs (6 sem)	23 credits & 5 units

\* In the fall semester, we do not accept new students majoring in Christian Counseling in the Korean program. Applicants for this major should apply for the spring semester of 2023.

**2. General Admission Qualifications:** “General Admission” is for Korean applicants, Korean Nationals Residing Abroad, and Foreigners of Korean origin.

- A. Must be a confessing and mature believer who was baptized 5 years ago (before Jun. 1, 2017) and has assurance of salvation (or infant baptism and confirmation).
- B. Must hold a bachelor's degree and an MDiv degree or master's degree in related studies with a minimum GPA of 3.3/4.0 from an accredited university or equivalent as recognized by law.
- C. “Intercultural Studies” applicants must have minimum 3 years of intercultural ministry experience.

### 3. General Admission Language Proficiency

- A. One of TOEFL-IBT 71, IELTS 5.5, TEPS 326 (w/ S&W) or higher is required (taken after Jun. 1, 2020).
- B. [Exemption for Korean Applicants] Official English test scores are exempted if Korean applicants obtained GPA of 3.75/4.0 or higher in English-speaking countries and graduate schools in English.
- C. [Exemption for Foreign Applicants] Applicants from countries where English is the official language will be exempted for English score if they have obtained a bachelor's degree or higher in English. English-speaking countries are determined by the "Country and Region" of the Foreign Ministry of the Republic of Korea (mofa.go.kr).

### 4. Application

- A. **Application Period:** Thu. Jun. 2, 2022 – Thu. Jun. 23, 2022 (until 5:00PM)

## B. How to Apply

- a. **Submit the Online Application** at the TTGU Online Application website ([www.ttgu.ac.kr/apply](http://www.ttgu.ac.kr/apply), available from Mon. May 2).
- b. **Submit the Documents** referring to the “5. Required Documents” by mail or in person to the Admissions Office. **Arrivals after the deadline cannot be accepted.**  
Address: Torch Trinity Admissions Office, 70 Baumero 31-gil, Seocho-gu, Seoul 06752, Korea
- c. **Pay the Application Fee 105,000 KRW** by the applicant’s name.  
Account No: Woori bank 1005-602-443681 / Account Holder: Torch Trinity Graduate University  
See <Appendix 2: SWIFT CODE> for international transfer.

## 5. Required Documents

- A. **Printed Copy of the Online Application:** Print out the application at [www.ttgu.ac.kr/apply](http://www.ttgu.ac.kr/apply).
- B. **Personal Statement [school form]**
- C. **Graduate Certificates of Undergraduate and Graduate Degrees**
- D. **Official Transcripts of Undergraduate and Graduate Degrees**
  - If the name of the degree, degree conferred date, and the degree registration number are specified on the transcript, graduation certificate submission is exempted.
  - Transfer students must submit their previous college/university transcripts together.
  - Overseas university graduates must submit the degree certificate referred to the <Appendix 1: Apostille Approval Instructions>.
- E. **One Pastoral Reference Letter [school form]:** by senior pastor or applicant’s spiritual mentor
- F. **Two Academic Reference Letters [school form]:** by former professor who knows the applicant’s academic aspects well
  - Referees fill out the reference letter and send it by e-mail ([admissions@ttgu.ac.kr](mailto:admissions@ttgu.ac.kr)) directly or mail it in a sealed and signed envelope. **Arrivals after the deadline cannot be accepted.**
  - Applicant’s family/relatives cannot write a reference and should be replaced by another referee.
  - If the referee of the English program applicant is unable to write the letter in English, it should be translated through a translator and the original and translated copy of the reference must be sent together by e-mail ([admissions@ttgu.ac.kr](mailto:admissions@ttgu.ac.kr)), or mailed in a sealed and signed envelope.
- G. **PhD Research Plan** should be not more than 2,000 words (not counting the bibliography).  
In your tentative plan, please clearly answer the following questions:
  - a. Do I have a clear thesis statement, or have I identified my primary research questions?
  - b. Have I stated why this research is important or what this research will accomplish?
  - c. Have I demonstrated my knowledge of the field by interacting with other scholarly works?
  - d. Have I stated how I will approach the project (at least a cursory explanation of the method)?
  - e. Do I have the following elements in my research plan? Tentative Title, Abstract (300 words max), Tentative Chapter Outline, Introduction, Body, Conclusion

- H. **One of TOEFL-iBT 71, IELTS 5.5, TEPS 326 (w/ S&W) or higher** (taken after Jun. 1, 2020):
- I. **Thesis or research paper** written in English from the master’s program
- J. **Certificate of Ministry** (minimum 3 years): for ‘Intercultural Studies’ applicant only
- K. **PhD Scholarship Application**: scholarship applicants only (See “8. PhD Scholarship”.)
- L. **<Foreign Nationality Applicants Only> Required Documents**
  - a. **A copy of Passport**
  - b. **Alien registration card copy and National Health Insurance Service (NHIS) membership copy** (domestic residents only)
  - c. **Financial Statement [school form] and bank statement** (student-visa applicant only)
    - Submit a proof of balance of the applicant or parents of US \$20,000 or more.
    - For church/school/scholarship foundation sponsorship, submit a proof of the sponsor’s representative balance of US \$20,000 or more.

<Precautions for submitting documents>

- ✓ Download the [School Form] from the Online Application site ([www.ttgu.ac.kr/apply](http://www.ttgu.ac.kr/apply)).
- ✓ Submit the original copies issued within 3 months. (At the request of the applicant, only documents that cannot be reissued will be returned.)
- ✓ Documents issued in foreign languages other than Korean/English (e.g., Chinese) must be translated into Korean or English, notarized, and submitted.

## 6. Admission Schedule

Type	Exam	Schedule	Venue/Note
General Admission	Personal Inventory Test	Mon. Jun. 27 – Tue. Jun. 28	Online individual test (Internet access link will be sent.)
	English/Interview	Fri. Jul. 8, 1:00-5:00PM	On site (Time/place will be notified individually.)
* General Admission English Test: English program PhD applicants must submit one of TOEFL-iBT 71, IELTS 5.5, TEPS 326 (w/ S&W) or higher taken within the past two years.			

- ✓ All exams and interviews are conducted on site; ONLY applicants living abroad or in self-quarantine due to covid-19 are allowed to participate in ONLINE exams and interviews.
- ✓ If there is any reason for disqualification after paper-screening, it will be notified and the interview will be canceled.

## 7. Exams and Scores

Exams	Setup	Time	Score
Personal Inventory Test	It consists of questions on various experiences, and applicants can honestly mark one's experiences. - Applicants can take the test in either Korean or English, whichever is more convenient. - Applicants must set up a quiet place and individually complete the test through the internet access link received by e-mail.	About 1 hour	(P/NP)
English	Submit one of TOEFL-iBT 71, IELTS 5.5, TEPS 326 (w/ S&W) or higher taken within the past two years.	-	(P/NP)
Interview	Interview is conducted individually. Applicants should present a " <u>one-minute speech</u> " on their prospective area of research.	-	(130)

## 8. PhD Scholarship

- A. PhD scholarship
  - a. PhD Scholarship applicants must submit the form, "PhD Scholarship Application"; both Korean and foreign applicants of English or Korean programs may apply.
  - b. PhD Scholarship applicants committed to mission service are given priority.
    - Successful applicants receive up to 50% of tuition and must reapply and renew the scholarship each semester.

## 9. Notice for applicants

- A. The English name and date of birth must be same as the passport.
- B. Applicants should provide a valid own email address.
- C. Admission may be canceled if the documents are found to be forged, falsified, or altered.
- D. If an applicant cancels to apply before the deadline, the application fee will be refunded excluding the remittance fee. After the deadline, the received application documents and application fee will not be returned.
- E. If an applicant has a disability and need help during the admission process, he/she should submit a copy of disability registration card and inform the Office what he/she needs help with.
- F. Applicants must bring ID card and verification slip for entrance exams and interview.
- G. If an applicant does not take any of the entrance exams or commit cheating during the exams, he/she will be disqualified.
- H. If an applicant is judged to be inadequate to become a pastor/Christian minister as a result of the interview, the applicant may be disqualified.

**10. Announcement for Successful Applicants**

Announcement	Date	Note
Admission Result	Fri. Jul. 15, 2022	Announced on the Online Application site ( <a href="http://www.ttgu.ac.kr/apply">www.ttgu.ac.kr/apply</a> )
Tuition Payment	Mon. Jul. 25 – Thu. Jul. 28	Payment to individual virtual account
New Student Orientation	Tue. Aug. 9, 1:00-4:00PM	On-site
First day of Fall Semester	Mon. Aug. 29, 2022	-

- A. New students are not allowed to stop-out in the first semester, except for the reason of illness, military duty, or maternity.
- B. Prospective graduates should submit the final graduate certificate and official transcript before matriculation.
- C. For international students, “Certificate of Admission” for a student visa will be sent after the tuition payment is completed.
- D. International students must hold a membership of National Health Insurance Service (NHIS) during their study at TTGU.

**Contact Information**

Ms. Wonhee Lee, Admissions Office

E-mail: [admissions@ttgu.ac.kr](mailto:admissions@ttgu.ac.kr) / Tel. +82-(0)2-570-7375

Address: Torch Trinity Admissions Office, 70 Baumoe-ro 31-gil, Seocho-gu, Seoul 06752

**<Appendix 1: Apostille Approval Instructions>**

If an applicant has obtained a degree from an overseas university, an Apostille certificate or consular confirmation must be issued and submitted to prove that the graduate certificate (or transcript) is an official document of the country.

For documents not written in Korean or English, attach a notarized Korean or English translation.

If you are applying from Korea through an agency, it will take about 2 months. Please apply in advance and be careful not to be late for the admission deadline.

**1. Graduates from a university in Apostille convention country ([www.hcch.net](http://www.hcch.net))**

- Submit the graduate certificate (or official transcript) with an Apostille.
- Apostille issuance procedure  
 Issuance of graduate certificate (or transcript) in the relevant country → (Notarized by notarized office in case of private documents) → Visit to Apostille issuing organization → Apply for Apostille issuance → Review by Apostille issuing agency → Issuance of Apostille
- See [http://www.hcch.net/index\\_en.php?act=conventions.authorities&cid=41](http://www.hcch.net/index_en.php?act=conventions.authorities&cid=41).

**2. Graduates from a university in other countries**

- Submit the graduate certificate (or official transcript) confirmed by the Consular of the Korean Embassy in the country where the certificate is issued, or Foreign Embassy in Korea

**3. Graduates from a university in China**

- Submit the “Degree Certificate” issued by the China Academic Degrees and Graduate Education Information, <http://www.cdgd.edu.cn>.

**<Appendix 2: SWIFT CODE for International Transfer of Application Fee>**

Bank Name	WOORIBANK
Bank Address	WOORIBANK, 1585, SANGAM-DONG MAPO-GU, SEOUL, KOREA
Branch Name	YANGJAENAM BR.
Branch Address	60 YANGJAE-DONG SEOCHO-GU SEOUL 06752 KOREA
Account Number	1005-602-443681
Account Holder	Torch Trinity Graduate University
SWIFT CODE	HVBKKRSEXXX