TORCH TRINITY Graduate University
횃불트리니티신학대학원대학교

Master of Arts (MA) in Christian Counseling, Christian Education / Master of Education (MEd)

International · Expat Admission for Spring 2023 (January Admission)

1. Degree Available

Lang.	Degree Programs	Duration	Credits
English Program	Master of Arts (MA) in Christian Counseling	2 yrs (4 sem)	47 credits
	Master of Arts (MA) in Christian Education	2 yrs (4 sem)	45 credits
	Master of Educations (MEd)	2 yrs (4 sem)	36 credits
Korean Program	Master of Arts (MA) in Christian Counseling	2 yrs (4 sem)	47 credits

2. Admission Qualifications

Type	Qualification
Common	International/Expat Admissions applicants must be one of the followings: – Applicant and both of parents hold foreign citizenships (Korean nationals with multiple nationalities are not eligible to apply.) – Internationals/Korean Nationals Residing Abroad who has been educated in a foreign country entire of 16 years, from elementary school to university – North Korean refugees * Applicants who are not eligible for International Admission shall apply for General/Special admissions.
International Admission	A. Must be a confessing and mature believer who is baptized (or infant baptism and confirmation) and has assurance of salvation. B. Must hold a bachelor's degree from an accredited university or equivalent as recognized by law.
Expat Admission	Must be qualified for the International Admission qualifications (A and B) and must hold a residence visa and alien registration card which validity remains at least 6 months or longer. * **The Expat program is** designed for expatriate professionals who want a theological education during their stay in Korea. Flexible registration is allowed for Expat students and tuition will be charged on a credit basis. Also, Expat students are waived to pay the entrance fee while should pay the semester-based enrollment fee.

<Language proficiency requirement>

A. English program applicants: one of the TOEFL-iBT 71/IELTS 5.5/TEPS 326 (w/ S&W) or higher is required (within 2 years).

B. Korean program applicants: TOPIK level 4 is required (within 2 years).

<Conditions for exemption from language proficiency test>

A. Exemption for English (English/Korean program): 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).

B. Exemption for Korean (Korean program): Korean Nationals Residing Abroad and North Korean refugees are exempted for TOPIK. Koreans with foreign nationality who have obtained a bachelor's degree in Korean in a university in Korea, TOPIK is exempted substituting with graduate certificate, official transcript and a certificate of domestic residence report.

3. Admission Procedure

Procedure	International/Expat Admissions	Place/Note
Application	Jan. 16 – Jan. 25, 4:00PM	By post/in hand
Personal Inventory Test	Jan. 27. – Jan. 29	Online test
Interview	Feb. 7	TTGU campus
Admission Result	Feb. 13	School website

✓ 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 no interview will be conducted.

4. Required Documents [School form is available to download at 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.

A. **Printed copy of the online application**: Submit online application at www.ttgu.ac.kr/apply and print out one copy to submit it with other required documents to Admissions Office.

B. **Personal statement [school form]**

C. **Graduate certificate of undergraduate degree**

D. **Official transcript of undergraduate degree**
   - 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. **Pastoral reference letter [school form]:** by senior pastor or applicant's spiritual mentor

F. **Academic reference letter [school form]**: by former professor, work supervisor or Bible teacher who knows the applicant's academic aspects well

- Referees fill out the reference letter form and send it by e-mail (admissions@ttgu.ac.kr) directly or mail it in a sealed and signed envelope. - Applicant's family/relatives cannot write a reference letter, so another referee must be substituted. - 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) or mailed in a sealed and signed envelope. - References must be delivered by the application deadline.

G. **English program applicants: One of the TOEFL-iBT 71/IELTS 5.5/TEPS 326(w/ S&W)** or higher is required (within 2 years).

   Korean program applicants: TOPIK lever 4 is required (within 2 years).

   * Please refer to <Conditions for exemption from language proficiency test> for the exemption.

H. **<International applicants only>** required documents
   a. **A copy of passport /** Domestic residents must submit **alien registration card copy** and **National Health Insurance Service (NHIS) membership copy** also.
   b. **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.

I. **<Evidence of eligibility for International Admission>** Submit only your applicable document.
   a. Applicants whose parents hold foreign citizenships: A copy of passport of both parents and the applicant's birth certificate/certificate of family relations (For Chinese applicants, submit "Family Register-戶口簿".)
   b. Internationals/Korean Nationals Residing Abroad: Graduation certificates and official transcripts each from throughout elementary to university. For Korean Nationals Residing Abroad, submit "재외국민등록부등본" also.
   c. North Korean refugees: A certificate of North Korean refugee

Application Submission

- **Required Documents Submission (by post /in hand)**
  Address: 70 Baumoe-ro 31-gil, Seocho-gu, Seoul 06752 Torch Trinity Admissions Office
- **Application Fee payment: 85,000 KRW**
  Account No: Woori bank 1005-602-443681 / Account Holder: Torch Trinity Graduate University (Please remit the application fee to the applicant's name.)

*Arrivals after the application deadline cannot be accepted.

5. Schedule by Admission Type

Type	Exams	Score	Date/Place
International/ Expat Admission (English program)	Personal inventory test	-	Jan. 27. – Jan. 29, Individual test online during the period *Internet access link will be sent individually by e-mail 1 day in advance.
	English	(P/NP)	Submit one of the TOEFL-iBT 71/IELTS 5.5/TEPS 326 (w/ S&W) within 2 years.
	Interview	(100)	Feb. 7, in TTGU campus *Time/place will be notified by e-mail one week in advance.
	Interview	(100)	

Type	Exams	Score	Date/Place
International/ Expat Admission (Korean program)	Personal inventory test	-	Jan. 27. – Jan. 29, Individual test online during the period *Internet access link will be sent individually by e-mail 1 day in advance.
	English	(P/NP)	Feb. 7, in TTGU campus *Time/place will be notified by e-mail one week in advance.
	Interview	(100)	

6. Exams and Interview

A. **Personal Inventory Test** is conducted through an online test, and applicants answer questions about their various experiences honestly.
- Applicants must prepare a quiet place to take the test individually (takes about 1 hour).
- Applicants can take the test in Korean or English, whichever is more convenient.

B. **Interview** is conducted individually, and applicants should present a "one-minute speech" based on any topic of their choice. (E.g., current news, personal story, the book impressed, the reason choosing TTGU, what Jesus Christ means in their lives, how to do missions, what

the church should be like, etc.)

- Interviews are conducted in English for English program applicants and Korean for the Korean program applicants.

C. **English: English program applicants** must submit one of TOEFL-iBT 71/IELTS 5.5/TEPS 326 (w/ S&W) or higher within 2 years.

D. **English: Korean program applicants** must take TTGU English test which consists of 20 multiple-choice questions (test duration: 50 minutes).

7. 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. If the application documents are not submitted, the application will be canceled, and admission will be canceled if the documents are found to be forged, falsified, or altered, even later.

D. If an applicant cancels to apply before the deadline, the application fee will be refunded excluding the remittance fee. After the deadline, the submitted 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 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.

8. New Student Registration

Announcement	Date	Note
Tuition Payment	Feb. 14 – Feb. 16, 2023	Individual virtual account
New Student Orientation	Feb 21, 2023	TTGU campus
First day of Spring 2023	Mar 2, 2023	-

A. International students residing abroad must pay the full tuition for the first semester and receive a ‘Certificate of Admission’ to apply for a student visa (D-2).

B. New students are not allowed to stop-out in the first semester, except for the reason of illness, military duty, or maternity.

C. Prospective graduates should submit the final graduate certificate and official transcript before matriculation.

D. International students must hold a membership of National Health Insurance Service (NHIS) during their study at TTGU.

9. Student Scholarship

A. Various scholarships are available from the second semester. (See website for details.)

Contact Information

Ms. Wonhee Lee, Admissions Office
E-mail: admissions@ttgu.ac.kr
Tel. +82-(0)2-570-7375
Address: 70 Baumoe-ro 31-gil, Seocho-gu, Seoul 06752

(Revised on Jan 16, 2023)

<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 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)
   - Submit the graduate certificate 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.
2. **Graduates from a university in other countries**
   - Submit the graduate certificate 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 CHSI(学信网) https://www.chsi.com.cn/ or CDGDC(学位网) https://www.cdgdc.edu.cn/.

<Appendix 2: Application fee payment guide>

1. **SWIFT CODE for international transfer**

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

2. **PayPal payment information**

   If you intend to make your application fee payment via PayPal, please contact at admissions@ttgu.ac.kr with your name, applying program, and email address for further guidelines.