

Torch Trinity Graduate University

# **International/Expat Admissions for Spring 2024 (*Master's Programs*)**

## 1. Degree Programs

- English Programs are conducted in English only.

Degree Programs	Area/Specialization	Program Language		Duration
		English	Korean	
Master of Divinity (MDiv)	-	●	●	3 yrs (6 sem)
Master of Theological Studies (MTS)	-	●	●	2 yrs (4 sem)
Master of Arts (MA)	Christian Education	●		
	Christian Counseling	●	●	
Master of Education (MEd)	-	●		
Master of Worship and Christian Music (MWCM)	-		●	
Master of Theology (ThM)	Old Testament, New Testament, Church History, Systematic Theology, Practical Theology, Mission & Intercultural Studies, Christian Education	●		
	Evangelical Christian Spirituality		●	

## 2. Admission Types and Qualifications

Type	Qualification
Common Requirement	<p><b>Applicants must meet one of the following criteria:</b></p> <ul style="list-style-type: none"> <li>- An applicant and both parents hold foreign citizenship (Korean nationals with multiple nationalities are not eligible to apply.)</li> <li>- An international or Korean national residing abroad who has received education in a foreign country for a minimum of 16 years, from elementary school to university</li> <li>- A North Korean refugee</li> </ul> <p>※ Applicants who do not meet the criteria above must apply for General/Special admissions.</p>
International Admissions	<p>A. A mature believer with the assurance of salvation is required The applicant for MDiv must have been baptized (or, in case of infant baptism, confirmed) at least two years (five years for ThM) ago.</p> <p>B. Must hold a bachelor's degree. A ThM applicant must also hold an MDiv degree from an accredited university or the legal equivalent</p>
Expat Admissions	Expat applicants must hold a valid residence visa other than a student visa and an alien registration card remaining valid for at least six months as of the application deadline in addition to the requirement for International Admission.

※The Expat program is designed for expatriate professionals who wish to pursue theological education during their stay in Korea. Expat students enjoy flexible registration and are charged tuition on a credit basis.

### 3. Procedures and Schedule

#### 1) Entrance Exams and Admission Types

Types of Admission	1. Paper Screening	2. Personal Inventory Test	3. Language Proficiency Test TOEFL-iBT/IELTS/TEPS or TOPIK	4. Music Performance	5. Interview
International	●	●	○	★	●
Expat	●	●	○	★	●

★Only for MWCM

1. Paper Screening	– Evaluation of submitted documents		
2. Personality Test	<ul style="list-style-type: none"> <li>– Online test</li> <li>– Respond honestly to questions about various experiences</li> <li>– Required to secure test time and a quiet place (about one hour)</li> <li>– Applicants may take the test in either Korean or English, whichever is more convenient</li> </ul>		
3. Language Proficiency Test	<p>The format of the language proficiency test varies depending on the language of the applied program.</p> <p><u>English program:</u></p> <ul style="list-style-type: none"> <li>– Must submit an official English score with a minimum of TOEFL-iBT 71/IELTS 5.5/TEPS 326 (w/ S&amp;W) obtained within two years as of the application deadline (October 25, 2023)</li> <li>– [Exemptions] International applicants from countries where English is the official language will be exempt from the English score if they obtained a bachelor's degree or higher in English. English-speaking countries are determined by the "Countries and Regions" of the Ministry of Foreign Affairs of the Republic of Korea (<a href="http://www.mofa.go.kr">www.mofa.go.kr</a>).</li> </ul> <p><u>Korean program</u></p> <ul style="list-style-type: none"> <li>– Must submit a minimum of TOPIK level 4 obtained within two years (October 25, 2023, for MWCM, November 29, 2023)</li> <li>– [Exemptions]: Overseas Koreans, who obtained a bachelor's degree in Korean from a university in Korea, will be exempt from the TOPIK score by submission of a graduate certificate, an official transcript, and a certificate of domestic residence report.</li> </ul>		
4. Music Performance	<p>Performance of two actual instrumental pieces by major</p> <table border="1"> <tr> <td>Major</td><td>Content</td></tr> </table>	Major	Content
Major	Content		

★Only for MWCM	(Piano)	1) One movement from a classical sonata 2) One piece of hymn improvisation or variation
	(Organ)	1) One of Bach's works 2) One piece of hymn improvisation or variation
5. Interview	<ul style="list-style-type: none"> <li>Applicants must start and end their performances according to the faculty's instructions</li> <li>The performance may be interrupted in the middle of the performance or resume from the middle of the performance at the judges' discretion</li> </ul>	
	<ul style="list-style-type: none"> <li>Interview is conducted individually</li> <li>Applicants must present a "one-minute speech" on any topic of their choice (e.g., current events, personal stories, the book that impressed them, the reasons for choosing TTGU, what Jesus Christ means in their lives, how to do missions, what the church should be like, etc.)</li> <li>Interviews are conducted in the language of the applied program <a href="#">The interviews will be conducted in English and Korean for the English and Korean programs, respectively.</a></li> </ul>	

## 2) Schedule for Entrance Exam

Exams	International/Expat Admissions	MWCM Admissions	Place/ Note
Personal Inventory Test	Sat, Oct. 28 – Tue, Oct. 31	Sat, Dec. 2 – Tue, Dec. 5	Online
Music Performance		Mon, Dec. 18	TTGU Campus
Interview	Fri, Nov. 10	Tue, Dec. 19	TTGU Campus
Admission Result	Mon, Nov. 20	Tue, Dec. 26	<a href="http://www.ttgu.ac.kr/apply">www.ttgu.ac.kr/apply</a>

- ✓ Exams and interviews will be conducted on-site. Only applicants residing abroad or in self-quarantine due to COVID-19 will be allowed to participate in online exams and interviews.
- ✓ If an applicant is disqualified after the paper-screening stage, they will be notified, and no interview will be conducted.

## 4. Application Information

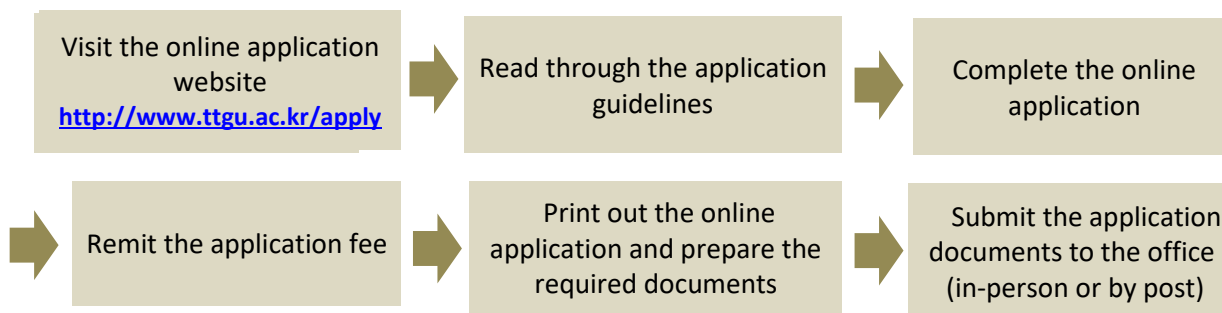
### 1) Application Procedure

Procedure	International/Expat Admissions	MWCM Admission
Online Application	<b>Fri, Sept. 1</b> – Wed, Oct. 25 by 5 pm	<b>Fri, Sept. 1</b> – Wed, Nov. 29 by 5 pm
Documents Submission	Mon, Oct. 16 – Wed, Oct. 25 by 5 pm	Mon, Nov. 20 – Wed, Nov. 29 by 5 pm
Payment for Application Fee	Wed, Oct. 25 by 5 pm	Wed, Nov. 29 by 5 pm

★ Admissions for the MWCM program will be conducted separately.



## 2) How to Apply



### Application Submission (by post /in person)

► Address: Torch Trinity Admissions Office

70 Baumoe-ro 31-gil, Seocho-gu, Seoul, 06752, Korea

► **Application Fee Payment:** Please remit the fee in the applicant's name.

- **Master Program: 90,000 KRW** (20,000 KRW for Personal Inventory Test included)
- **MWCM: 110,000 KRW** (20,000 KRW for Personal Inventory Test included)
- **Account Information:** Woori Bank /1005-602-443681/Torch Trinity Graduate University

**Arrivals after the application deadline cannot be accepted.**

## 3) Notice for Applicants

- ① The English name and date of birth must be identical to those on the passport.
- ② Applicants must provide a valid email address.
- ③ Any incomplete application will not be processed. Application or admissions will be automatically canceled if the applicant's submitted documents are found to be forged, falsified, or altered.
- ④ If an applicant decides to withdraw the application before the deadline, the application fee will be refunded after the deduction of the remittance fee. However, after the deadline, the submitted application documents and application fee will not be returned.
- ⑤ If an applicant with disability requires any assistance or support during the admissions process, he or she must inform the office in advance with a copy of their disability registration card.
- ⑥ Applicants **must bring both their identification card and the verification slip** on the day of entrance exams and interview.
- ⑦ If an applicant misses any of the exams or cheats during the exams, he or she will be automatically disqualified.
- ⑧ If an applicant is deemed to be inadequate to become a pastor/Christian minister after the interview, the applicant may be disqualified.

## 5. Required Documents

No.	Requirement	International Admissions	Expat Admissions
1.	Application	●	●
2.	Personal Statement	●	●
3.	Graduate Certificate	●	●
4.	Official Transcript	●	●
5.	Pastoral Reference letter	●	●
6.	Academic Reference letter	●	●
7.	Copy of Passport/ARC	●	●
8.	Financial Statement/Bank Account	●	
9.	Official Language Proficiency Score	●	●
10.	Documents for proof of eligibility for International Admission	●	●

- ✓ **Submit the original copies issued within three months. (At the request of the applicant, only documents that cannot be reissued will be returned.)**
  - ✓ **Applicants to the English program must submit all documents in English.**
  - ✓ **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:** after submitting the online application at [www.ttgu.ac.kr/apply](http://www.ttgu.ac.kr/apply), print out one copy to submit to the Admissions Office along with other required documents.
- B. **Personal Statement [school form]**
- C. **Graduate certificates of undergraduate degree**
- For graduates from Korean universities, the degree registration number must be provided.
  - ThM applicants must also submit an MDiv graduation certificate.
  - Graduates of overseas universities must submit the degree certificate referred to in <Appendix 1: Accreditation Certification Approval of Overseas University>.
- D. **Official transcripts of undergraduate degree**
- ThM applicants must also submit an MDiv official transcript.
  - For transfer students, please submit transcripts from all previous colleges/universities attended.
- E. **One pastoral reference letter [school form]:** by the senior pastor or applicant's spiritual mentor
- F. **One academic reference letter [school form]:** by a former professor, work supervisor, or Bible teacher who is well-acquainted with the applicant's academic qualifications

- Referees should complete the reference letter form and directly e-mail it to [admissions@ttgu.ac.kr](mailto:admissions@ttgu.ac.kr) or mail it in a sealed and signed envelope.
- Applicant's family or relatives are ineligible to write a reference letter, so a different referee must be chosen.
- If the referee for an English program applicant is unable to write a letter in English, it should be translated by a translator and sent together with the original letter via email

or mailed in a sealed and signed envelope.

- References must be delivered by the application deadline.

**G. A copy of passport or alien registration card**

**H. A financial statement (school form) and bank statement** (for student-visa applicants only)

Please submit proof of a balance of at least 20,000,000 KRW issued within the last three months.

For applicants sponsored by a church, school, or scholarship foundation, please submit proof of the sponsor's representative balance of at least 20,000,000 KRW issued within the last months.

**I. Official language proficiency scores**

- **English program applicant:** An official English test with a minimum score of TOEFL-iBT 71/IELTS 5.5/TEPS 326 (w/ S&W) obtained within two years of the application deadline (October 25, 2023)
- International applicants from countries where English is the official language will be exempt from the English score if they have obtained a bachelor's degree or higher in English. English-speaking countries are determined by the "Countries and Regions" of the Ministry of Foreign Affairs of the Republic of Korea ([www.mofa.go.kr](http://www.mofa.go.kr)).
- **Korean program applicant:** TOPIK level 4 obtained within two years of the application deadline (October 25, 2023, for MWCM, November 29, 2023).
- Overseas Koreans, who obtained a bachelor's degree in Korean from a university in Korea, will be exempt from the TOPIK score if they submit a graduate certificate, an official transcript, and a certificate of domestic residence report.

**J. <Evidence of international eligibility>** Please submit the applicable documents only.

- Applicants whose parents hold foreign citizenship: A copy of the passport of both parents and the applicant's birth certificate/certificate of family relations (For Chinese applicants, please submit the "Family Register-戶口簿".)
- Internationals/Korean Nationals Residing Abroad: Graduation certificates and official transcripts from elementary to university For Korean Nationals Residing Abroad, please submit "재외국민등록부등본" as well.
- North Korean refugees: A certificate of North Korean refugee status

**6. New Student Registration**

Procedure	Schedule	Note
Deposit Payment	Mon, Nov. 27 – Wed, Nov. 29	Individual virtual account
Tuition Payment	Mon, Jan 8 – Thu, Jan. 11, 2024	
New Student Orientation	[1 <sup>st</sup> ] Tue, Jan. 30, 2024 [2 <sup>nd</sup> ] Tue, Feb. 20, 2024	TTGU Campus (Mandatory)
First day of Spring 2024	Mon, Mar. 4, 2024	-

- 1) Deposit payment is applicable only to successful candidates residing in Korea.
- 2) Foreign students residing overseas must pay the full tuition fees for the first semester by Saturday, December 9<sup>th</sup>, and obtain the 'Certificate of Admission' to proceed with the application for the student visa (D-2).

- 3) New students are not allowed to stop out in the first semester, except for illness, military duty, or maternity.
- 4) Prospective graduates must submit their final graduate certificate and official transcript before matriculation.

## 7. Tuition Information

Degree Program	Entrance Fee (KRW))	Tuition (KRW)	In total (KRW)
MDiv	800,000	3,460,000	4,260,000
MTS	800,000	3,460,000	4,260,000
MA (Christian Counseling / Christian Education)	830,000	3,620,000	4,450,000
MEd	830,000	3,620,000	4,450,000
MWCM	800,000	4,248,000	5,048,000
ThM	830,000	3,620,000	4,450,000

- 1) The above amount is for the 2023 academic year and may be slightly increased for the 2024 academic year.
- 2) The tuition fee listed above is per semester, and the entrance fee is only charged for the first semester.
- 3) In the master's program of Christian Counseling, an additional counseling practicum fee is charged during the semester in which the counseling practicum is conducted.

## 8. Scholarship

Various scholarships are available after admission. (See the school website for eligibility and conditions of each scholarship).

## Contact Information

Ms. Whe Jin Lee, Admissions Office

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

Address: 70 Baumoe-ro 31-gil, Seocho-gu, Seoul 06752, Korea

(Revised on Aug 21, 2023)



### <Appendix 1: Accreditation Certification Approval of Overseas University>

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 where the degree was obtained.

For documents not written in Korean or English, a notarized translation in Korean or English must be attached. If you are applying through an agency in Korea, it may take up to two months. We recommend that you apply well in advance of the admission deadline to avoid delays.

#### 1. Graduates from a university in Apostille convention Country([www.hcch.net/en/home](http://www.hcch.net/en/home))

- Submit the graduate certificate with an Apostille.
- Apostille issuance procedure:  
Issuance of graduate certificate (or transcript) in the relevant country → (Notarized by the notarized office in case of private documents) → Visit Apostille issuing organization → Apply for Apostille issuance → Review by Apostille issuing agency → Issuance of Apostille
- See [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 confirmed by the Consular of the Korean Embassy in the country where the certificate is issued or the foreign embassy in Korea.

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

- Submit the 'Degree Certificate' issued by CHSI ([www.chsi.com.cn/en](http://www.chsi.com.cn/en))
- If you want to get the documents in Korea, contact Confucius Institute in Seoul.  
Website: <https://renew.kongzi.co.kr> > Chinese academic credentials certification  
Phone: 82-2-554-2688, Email: [cis88@cis.or.kr](mailto:cis88@cis.or.kr)

### <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	YANGJAE NAM BR.
Branch Address	60 YANGJAE-DONG, SEOCHO-GU, SEOUL 06752, KOREA
Account Number	1005-602-443681
Account Holder	Torch Trinity Graduate University
SWIFT CODE	HVBK KRSEXXX

#### 2. PayPal payment information

If you intend to pay your application fee via PayPal, please contact us at [admissions@ttgu.ac.kr](mailto:admissions@ttgu.ac.kr) with your name, the program you are applying for, and your email address for further guidance.