

## Doctor of Philosophy (PhD) – English program

### 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

**2. International Admission Qualifications:** “International Admission” is for foreign applicants, Korean Nationals Residing Abroad, and North Korean refugees.

A. Must be one of the followings:

- a. Applicant and both of parents hold foreign citizenships. (Koreans who hold multi-citizenship cannot apply through International Admission, but General Admission.)
- b. Internationals/Korean Nationals Residing Abroad who has been educated in a foreign country entire of 16 years, from elementary school to university.
- c. North Korean refugees

B. Must be a confessing and mature believer who was baptized 5 years ago (before Feb 28, 2017) and has assurance of salvation (or infant baptism and confirmation).

C. 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.

D. “Intercultural Studies” applicants must have minimum 3 years of intercultural ministry experience.

### 3. International Admission Language Proficiency

A. TOEFL-iBT 71/ IELTS 5.5 / TEPS 327 (including S&W) is required. (taken after Oct. 1, 2019)

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.

B. However, applicants for the PhD TSMS Scholarship must submit the English score even if they are from country where English is the official language.

C. TTGU graduates from country where English is the official language can apply for PhD TSMS

Scholarship without English score if they have obtained a bachelor's degree or higher in English and achieved GPA 3.75/4.0 or higher from the latest degree in TTGU.

- D. English-speaking countries are determined by the "Country and Region" of the Foreign Ministry of the Republic of Korea (mofa.go.kr).

#### 4. Admission Procedure

Procedure	Date	Venue
Application	Oct 11 - Oct 15, 9:30-17:00	See "5. Application Guidelines"
Personal Inventory Test	Oct 22 - Oct 24	Individual test (online)
Interview	Nov 5 - Nov 6, 9:00-17:00	On site

- ✓ 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.
- ✓ Additional admissions shall be conducted if the admission quota is not filled. (additional admissions application period: 2022.1.10 -12)

#### 5. Application Guidelines

- A. **Online Application:** Visit school website ([www.ttgu.ac.kr](http://www.ttgu.ac.kr)), click the "Application for Admissions 2022" banner, enter the online application, and print out the verification slip.
- B. **Requirements Submission:** Submit the requirements (see "6. Required Documents") by mail or in person to the Admissions Office. **Arrivals after the deadline cannot be accepted.**  
Address: Admissions Office, 70 Baumero 31-gil, Seocho-gu, Seoul 06752, Korea
- C. **Application Fee Payment: 105,000 KRW**  
Account No: Woori bank 1005-602-443681 / Account Holder: Torch Trinity Graduate University  
 The admission fee must be transferred to the school account in the name of the applicant.  
 See <Appendix 2: SWIFT CODE> for international transfer.

#### 6. Required Documents

<Precautions for submitting documents>

- ✓ **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 application:** Print out the application form after applying online at school website ([www.ttgu.ac.kr](http://www.ttgu.ac.kr)).

- B. Personal Statement [school form]**
- C. One Pastoral Reference Letter [school form]:** by Senior pastor or applicant's spiritual mentor
- D. Two Academic Reference Letters [school form]:** by former professor or supervisor 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.
- E. Graduate Certificate(s) of Undergraduate and Graduate Degree(s)**
- F. Official Transcript(s) of Undergraduate and Graduate Degree(s)**
- 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>.
- 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:
- Do I have a clear thesis statement, or have I identified my primary research questions?
  - Have I stated why this research is important or what this research will accomplish?
  - Have I demonstrated my knowledge of the field by interacting with other scholarly works?
  - Have I stated how I will approach the project (at least a cursory explanation of the method)?
  - Do I have the following elements in my research plan? Tentative Title, Abstract (300 words max), Tentative Chapter Outline, Introduction, Body, Conclusion
- H. PhD Scholarship Application:** scholarship applicants only (See "7. PhD Scholarship".)
- I. PhD Required documents**
- TOEFL-iBT/ IELTS/ TEPS (including S&W) score (taken after Oct 1, 2019)  
\*Refer to the "3. International Admission Language Proficiency" for a possible exemption.
  - Thesis or research paper written in English from the master's program
  - Certificate of Ministry (minimum 3 years): for 'Intercultural Studies' applicant only
- J. <Foreign Nationality Applicants Only> Required Documents**
- A copy of Passport**
  - A copy of alien registration card** (domestic residents only)
  - A copy of National Health Insurance Service (NHIS) membership** (domestic residents only)
  - 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.
  - Korean program applicant: TOPIK level 4** required (taken after Oct 1, 2019)

- f. **Evidence of eligibility for International Admission-** Submit only your applicable document.
- 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".)
  - Internationals/Korean Nationals Residing Abroad: Graduation certificates and official transcripts each from throughout elementary to university. For Korean Nationals Residing Abroad, submit "재외국민등록부등본" also.

K. **<North Korean refugees Only>** A certificate of North Korean refugee

## 7. PhD Scholarship

A. PhD Torch Strategic Mission Scholarship (PhD TSMS)

- a. PhD TSMS applicants must submit the form, "PhD TSMS Application"; it is applicable only for foreign applicants of English program living overseas or in a mission field.
- b. PhD TSMS applicants must submit English test scores of TOEFL-iBT 71/ IELTS 5.5 / TEPS 327 (including S&W) or higher. Refer to the "3. Language Proficiency" for a possible exemption.
- c. PhD TSMS recipients must agree with the TSMS Covenant.
  - All of the above conditions must be met for an application to be considered.
  - Successful applicants receive full tuition and lodging (Giheung dormitory) for three years.

B. 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.

## 8. Exams and Interview

Exams and Interview	Setup	Score
Personal Inventory Test	Online link will be sent by email one day before.	(P/NP)
Interview	One-minute speech and interview	(130)

- A. **Personal Inventory Test** is a test through personality test questionnaire and takes 1~2 hours depending on individual differences. Applicants can take the test in either Korean or English, whichever is more convenient.
- B. **Interview** is conducted individually. Applicants should present a "one-minute speech" on their prospective area of research.

## 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	Nov 17, 9:00	School website
Deposit Payment	Nov 29 - Dec 2	Individual virtual account
Tuition Payment	Jan 11 - Jan 14, 2022	Individual virtual account
New Student Orientation	Jan 25 or Feb 22, 2022, 13:00-16:00	Attendance required once
First day of Spring Semester	Mar 2, 2022	-

- A. "Certificate of Admission" for a student-visa will be sent after the tuition payment is completed.
- 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.

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

\* Please make a reservation by phone 2 days in advance to visit our school.

**<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