

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

### 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:** “General Admission” and “Special Admission” are for Korean applicants, Korean Nationals Residing Abroad and Foreigners of Korean origin.

General Admission applicants:

- 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.

Special Admission applicants should be qualified for General Admission and also:

- C. Must be one of the followings:
  - a. Full-time missionary served for 5 years or more
  - b. Bachelor or higher degree holder from an English-speaking country or institution with a minimum GPA of 3.0/4.0 (B grade, English program applicants only)
  - c. TTGU graduate with a GPA of 3.3/4.0 or higher (Korean program graduates are not eligible for English program through Special Admission)
  - d. Doctoral degree holder (honorary doctorates and non-academic degrees are not eligible)
  - e. A person who has worked five years or more in the professional fields recognized by TTGU and has a calling in Christian ministry (medical professional, legal professional, Public official of Grade 3 or higher, executive officer, university professor, Representatives or deputy representatives of missionary organization/Christian institution/NGO organization, school principal or vice-principal, soldier lieutenant colonel or higher)

### 3. Admission Procedure (Common to General/Special admission)

Procedure	Date	Venue
Application	Oct 11 - Oct 15, 9:30-17:00	See “4. Application Guidelines”
Personal Inventory Test	Oct 22-24	Individual test (online)
English Test	Oct 29, 13:00-14:00	<u>On site, General Admission Korean program only</u> ※ For General Admission English program, TOEFL-iBT/IELTS/TEPS(w/ S&W) is required. ※ It is exempted for Special Admission applicants.
Bible Exam	Oct 29, 14:00-15:00	<u>On site, General Admission applicants only</u> ※ It is exempted for Special Admission applicants.
Interview	Nov 5 - Nov 6, 9:00-17:00	On site

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

### 4. 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 “5. 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: 85,000 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.

### 5. 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.)
- ✓ English program applicants 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 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. **Pastoral Reference Letter [school form]:** by senior pastor or applicant's spiritual mentor
- D. **Academic Reference Letter [school form]:** by former professor or work 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.
  - 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.
- 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. **<General Admission Applicants Only> English Test Score** (taken after Oct 1, 2019):
- English program applicants must submit TOEFL-iBT/ IELTS/ TEPS (including S&W) score.
- H. **<Special Admission Applicants Only> Evidence of eligibility for application** - Submit only your applicable document.
- Full-time missionary: missionary certificate containing sending organization, mission field, ministry language and ministry duration (minimum 5 years)
  - Bachelor or higher degree in English, TTGU graduate, Doctoral degree holder: official transcript and degree certificate (overseas university graduates must submit the degree certificate referred to the <[Appendix 1: Apostille Approval Instructions](#)>.)
  - Professional recognized by TTGU: certificate of employment, certificate of career (minimum 5 years), a copy of professional license
- I. **<Foreign Nationality Applicants Only> Required Documents**
- a. **A copy of Passport**
  - b. **A copy of alien registration card** (domestic residents only)
  - c. **A copy of National Health Insurance Service (NHIS) membership** (domestic residents only)
  - d. **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.

- e. **English program applicant: TOEFL-iBT 71/ IELTS 5.5 / TEPS 327 (including S&W) required** (taken after Oct 1, 2019)
  - Special Admission 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).
- f. **Korean program applicant: TOPIK level 4 required** (taken after Oct 1, 2019)

## 6. 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	(100)
General Admission Only	English Test	English Program	TOEFL-iBT/ IELTS/ TEPS (including S&W) score	(100)
		Korean Program	TTGU English test	(50)
		Bible Exam	Old Testament and New Testament	(50)

- 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” 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.)
- C. **Bible Exam** consists of 50 multiple-choice questions of Old Testament and New Testament. Questions come from the “Bible Exam Study Guide” (published by the Bible Research Center).

## 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. 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.

### 8. 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. 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.

### 9. New Student Scholarship

Program	Scholarship
English MA	1 Top student- 1,000,000 KRW
Korean MA	1 Top student- 1,000,000 KRW

- A. New student scholarships are awarded to freshmen selected in the General Admission (except for Special Admission).
- B. 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](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