

1. **Application Form:** Answer each question applicable to you.
2. **Application Fee:** The \$45 application fee may be submitted online with your application form or paid via phone by calling 1-800-777-2227, extension 5024.
3. **Christian Experience Essay (2,000 word minimum, typed) addressing the following:**
 1. Your conversion
 2. Your call to ministry or cross-cultural experience
 3. A summary of your ministry experience
 4. Your concept of your ministry
 5. Your reasons for desiring to enter the D. Min. program at Columbia International University
 6. The anticipated impact of the program on your ministry
 7. A listing of your recent reading in theology/leadership/missions or ministry related areas
4. **Reference Forms:** Three references are required: one church leader reference from your pastor, denominational leader, or mission agency leader; and two general references (family members or spouse may not be used). References should have known you for several years.
5. **Academic Transcripts:** Request official, final transcripts of your completed Master of Divinity to be sent directly to Seminary and Graduate Admissions. *Note: Students who have attended a school outside of the United States must have transcripts validated through WES. See WES information under International Citizens for details.*
6. **Interactive Article Review:** Submit an interactive review of the [article provided](#). The review is to consist of no more than two pages, and will enable Columbia International University to assess your readiness to benefit from doctoral study. [The Interactive Review Instructions](#) document provides the criteria necessary to complete your article review.

Entrance Postponement: If you choose to delay entrance more than one year, you will be required to complete the application process in its entirety.

International Citizens

Academic Transcripts: Must be validated through World Education Services (WES). The student must request the WES ICAP credential package. If not in English, the transcript must be accompanied by an official English translation.

World Education Services

Postal Address:
Bowling Green Station
PO Box 5087
New York, NY 10274-5087

Courier Address:
64 Beaver Street
New York, NY 10004

(212) 966-6311
(212) 739-6100 Fax
www.wes.org

Test of English as a Foreign Language (TOEFL): A minimum score of 79 is required on the TOEFL iBT exam. The computer and paper exams will also be accepted, with a minimum score of 213 on the computer exam and a minimum score of 550 on the paper exam. The TOEFL is available through the American Consular Office. Our TOEFL code is 5116. The TOEFL is waived if you have completed a degree in which English was the medium of instruction. You must complete the Educational Background form however.

Educational Background: Fully complete the form. Directions are on the back of the form.

Financial Certification of Funds: The United States Immigration and Naturalization Service require proof of finances for international students. Complete the Financial Certification form in its entirety. You must include a statement from your bank that certifies the funds listed. If accepted, you must send a deposit to receive an I-20 to obtain your visa (see Financial Certification information). *Please note: The school is not able to grant full scholarships or put prospective students in touch with potential supporters in the United States.*