



mst

Melbourne School of Theology

& **WORLDVIEW**
Centre for Intercultural Studies

Application Form
International

Melbourne School of Theology exists to equip God's people with **transformational theology, biblical depth** and a **missional heart**, to effectively communicate the Gospel of Christ to a diverse and changing world.



APPLY NOW to study with Worldview Centre for Intercultural Studies (WCIS) through MST!

Making Contact

Establishing initial contact with WCIS is an essential part of the application process. Feel free to contact the WCIS Registrar via email: enquiry@worldview.edu.au or phone: (03) 6337 0444 to make an appointment or simply to discuss your options.

Submitting your Application & Reference Forms

When you have completed the MST Application in full, you can then email (Enrolments@mst.edu.au) or post (MST, PO Box 6257, Vermont South, VIC 3133, Australia) your application along with your transcripts, a copy of your Passport to MST, and IELTS results (if required - please see English Language requirements on Page 6 of this application form). **Applications are due by 25th January/30th June respectively for the following semester each year.** WCIS also require a copy of your National Police Clearance.

You will also need to provide evidence that you or a suitable sponsor will be able to pay for your tuition and living costs. Evidence required will depend on your visa assessment level. Your assessment level can be confirmed at this webpage: <http://www.border.gov.au/Trav/Stud>.

It is also important for you to give your Pastor the *Pastoral Reference Form*, your employer the *Work Reference*, and a friend/mentor/elder the *Personal Reference*. These forms need to be emailed to Enrolments@mst.edu.au, or sent to MST via post, as part of your application process.

Processing your Application

Once our MST Enrolment Coordinator has received your application form (completed in full), with all reference forms, transcripts, certificates, and other documentation, your application will be reviewed by the Applications Committee. WCIS will usually arrange an interview with you, either in person or via skype.

Overseas Agreement

If the Applications Committee approves your application, you will be sent a formal Overseas Agreement by email to be reviewed and signed. You will need to fill out this form and return this to the college before you receive your Confirmation of Enrolment (COE) and official Acceptance letter.

VISAS & Insurance

Please note that it is your responsibility to apply for the correct Visa, health insurance, flights, accommodation, etc. in accordance with Australian Government Visa regulations. Visit the website here for more details: <http://www.border.gov.au/Trav/Stud>. However, WCIS and MST will endeavour to support and assist you in this process.

Enrolment

When your acceptance has been confirmed, a copy of your COE will be forwarded to WCIS. Once this has been submitted, you have successfully completed the Application process and will be eligible to commence your studies at WCIS/MST.

If you have any queries regarding the application process, please phone +61 3 6337 0444 to speak with the Registrar at WCIS.

SECTION 1: PERSONAL INFORMATION

Title: _____ First name: _____ Last Name: _____

Other given names: _____ Preferred first name: _____

Address: _____

Country: _____ Post Code: _____

Email: _____ Occupation: _____

TELEPHONE Mobile: _____ Home: _____

DOB: | / / | Gender: Male Female | Are you married? Yes No

Country of citizenship: _____

Country of birth: _____

CHURCH DETAILS

Church: _____ Senior Pastor: _____

Church email: _____ Denomination: _____

Church address: _____

Is the Senior Pastor of your church aware that you plan to study at MST: Yes No

SECTION 2: MEDICAL DETAILS

Nominate a contact person in the case of an emergency:

Please make sure this person is aware you are providing their contact details to us for emergency purposes.

First name: _____ Last name: _____ Relationship: _____

TELEPHONE: Mobile: _____ Home: _____ Work: _____

Email: _____ Address: _____

MEDICAL DETAILS:

Do you have a disability, impairment or long term medical or mental health condition that may affect your studies? **

Yes No

*** MST reserves the right to request medical certification of your fitness to study, to ensure we are able to care for your individual needs.*

If yes, please indicate the area/s of impairment and give further details

Hearing

Learning

Mobility

Vision

Medical

Mental Health

Other:

Further details: _____

Will you require assistance for your condition? _____

Are you addiction free (including tobacco)?

Yes No

If no, please give details:

Do you have any specific dietary requirements?

Are you on any long term medications?

IMMUNISATION CHECK

	Date Immunised	Booster Date
Tetanus		
Diphtheria		
Polio		

	Date Immunised	Booster Date
Hep B		
Hep A		
BCG		

Note: Up to date immunisations are required for Tetanus, Polio, and Hepatitis B.

CHILD SAFETY:

WCIS is a residential campus where families and children are welcomed. Our Child Protection Policy requires that you answer the following:

Have you ever been the perpetrator of child abuse (includes physical abuse, sexual abuse, neglect, emotional abuse and exposure to family violence) or child pornography?

Yes No

If yes, please give details:

POLICE CLEARANCE:

We will also need a copy of your National Police Check/Clearance. This can be obtained from your local police station and is a certificate which states your criminal record.

Please indicate if you have included your Police Clearance:

Yes No

SECTION 3: COURSE OF STUDY

Which course are you applying for?

UNDERGRADUATE¹

- Diploma of Christian Studies
- Advanced Diploma of Ministry
- Associate Degree of Ministry

¹Students intending to complete a Bachelor Degree first complete a Diploma at WCIS, and then apply to transition to MST main campus in Wantirna, Victoria, Australia.

I intend to study:

- Full time (3 or 4 subjects) Part Time (1 or 2 subjects)

In which semester do you intend to commence your studies?

- Semester 1 (February - June)
 Semester 2 (July - November)

Are you, or have you been, a student of the Australian College of Theology?

- Yes No

If yes, please provide us with your ACT student number:

If you are applying from another ACT college as a cross institutional student, is your primary sponsoring college aware of your intention to undertake units at MST this semester?

- Yes No

Have you undertaken theological education before at another theological College? If so, what course did you complete and at which College?

SECTION 4: FINANCIAL DETAILS

It is important that you read the MST/WCIS Fee Schedule before completing this section. This can be downloaded from the MST website.

How do you intend to pay your course fees?

- Semester fees paid in advance (due at the time of your enrolment).
- Payment Plan: Initial \$300 instalment paid in advance at the time of your enrolment followed by fortnightly automatic bank transfer payments for the remainder of the semester fees.
- Scholarship (PLEASE INDICATE AND PROVIDE SUPPORT LETTERS FROM YOUR CHURCH, FAMILY, OR INSTITUTION SPONSOR).

Is there anything else that we should know regarding your financial position?

SECTION 5: EDUCATION

As part of your application we require you to indicate your education history to date. For information about entry requirements of the course you're applying for, please contact the Registrar at WCIS to discuss.

SECONDARY/HIGH SCHOOL EDUCATION

Institute:

Town/Country:

Year Commenced:

Graduation Year:

Highest Level Achieved:

Final Score/Mark/Result:

TERTIARY EDUCATION 1 (relevant undergraduate course)

Institute:

Town/Country:

Year Commenced:

Graduation Year:

Highest Level Achieved:

GPA/Final Score:

ENGLISH ASSESSMENT

What is your main language spoken at home:

Please state your English TESOL/IELTS Test result:

If English is NOT your First Language

If English is not your first language we require, by law, to assess your ability to study at an Australian Higher Education institution. MST may require you to complete an [IELTS Academic Version Test](#) which can be taken from most locations in the world.**

To locate an assessor near you, please go to www.ielts.org to book and sit this test. You will need to provide us with a copy of your IELTS test, preferably when you submit your application to study at MST.

Please note: Each course requires a minimum English Test score to gain entry. Each level of study requires a different score, so please be sure to check the course outlines on the MST website www.mst.edu.au.

If you are applying from overseas and require an IELTS test to be completed, we cannot accept you as a student until we have this test in hand. You will not be eligible to apply for a student visa until you are accepted as a student.

**Language Test Exemption

If you have undertaken an accredited course in English from one of the prescribed countries, or have been a resident in Australia for at least 10 years where English is the main language used at home and in your workplace, you may not need to undertake the IELTS test. Please confirm with MST, as you may still be required to sit an IELTS test.

SECTION 6: REFEREES

Please give reference forms to THREE referees (these can be downloaded from the MST website www.mst.edu.au). They will need to have known you for at least 2 years, and not be a close family relative. The first referee must be your Pastor/Minister, and he/she should be given the Pastoral Reference Form. Your other two referees can be selected from your present employer, current/previous lecturer or teacher, a person from your church community, or a friend. Referee forms are tailored to suit each of these categories. References from three people are a requirement to entering your preferred course.

Please supply the name, email address, postal address and phone number of the THREE referees to whom you have given a reference form to:

PASTORAL REFEREE

Name:

Phone:

Email:

Address:

Church:

Position in your church:

WORK REFEREE

Name:

Phone:

Email:

Address:

How long have you known this referee?

In what capacity have you known this referee?

PERSONAL REFEREE

Name:

Phone:

Email:

Address:

How long have you known this referee?

In what capacity have you known this referee?

SECTION 7: ADDITIONAL INFORMATION

GOVERNMENT DEMOGRAPHIC INFORMATION

The Department of Education, Employment and Workplace Relations (DEEWR) requires the following information as their preferred way of improving the method of gathering data on socioeconomic status, resulting from their *Advancing Equity and Participation in Higher Education* study of 2007.

1a. Parent/Guardian #1 is Female Male

1b. What was the highest level of education completed by your parent/guardian #1 (place tick or cross in the appropriate box):

- 1. Postgraduate qualifications (eg masters, PhD)
- 2. Bachelor qualification
- 3. Other post school qualification (eg, VET/TAFE certificate, apprenticeship, associate degree or diploma)
- 4. Completed Year 12 or equivalent
- 5. Did not complete Year 12 or equivalent
- 6. Don't know
- 7. Not applicable

2a. Parent/Guardian #2 is Female Male

2b. What was the highest level of education completed by your parent/guardian #2 (place tick or cross in the appropriate box):

- 1. Postgraduate qualifications (eg masters, PhD)
- 2. Bachelor qualification
- 3. Other post school qualification (eg, VET/TAFE certificate, apprenticeship, associate degree or diploma)
- 4. Completed Year 12 or equivalent
- 5. Did not complete Year 12 or equivalent
- 6. Don't know
- 7. Not applicable

Do you have a sense of where God is leading you to serve Him?

Can you foresee any circumstances that could hinder the completion of your studies?

How would you describe your current level of support/affirmation to study from your church leadership, family, and friends?

Is there anything else you would like to say in support of your application?

SECTION 9: DECLARATION

Please read through the regulations and declaration regarding the conditions of applying.

Closing dates for application: Applications need to be submitted by 25th January/30th June respectively for the following semester. As the application process can take up to 3-4 weeks, it is advised to submit all paperwork as early as possible.

Overseas Students: "The information provided by overseas students to the provider (the Australian College of Theology) may be made available to Commonwealth and State agencies and the Fund Manager of the Educational Services for Overseas Students (ESOS) Assurance Fund, pursuant to obligations under the ESOS Act 2000 and the National Code; and the provider is required, under section 19 of the ESOS Act 2000, to tell the Department about: (i) certain changes to the student's enrolment; and (ii) any breach by the student of a student visa condition relating to attendance or satisfactory academic performance".

Variation of Enrolment: Students who wish to vary their enrolment by addition of or withdrawal from a unit should consult student information distributed by MST for the critical dates that apply to that unit and the procedure to use to apply for a variation. After the Administrative Date and up to the Census Date of a unit, a Variation of Enrolment Fee applies. Withdrawal from a unit after the Census Date will normally attract a fail (FW) grade. [For more information, see <http://www.actheology.edu.au/documents/> > Variation of Enrolment]

Agreement: I have read the regulations and certify that to the best of my knowledge the above details are correct. I understand that: the information on this form is collected for program administration purposes, including the viewing of graduate survey data by relevant parties such as Graduate Careers Australia. Authority to collect this information is contained in the *Higher Education Support Act 2003*; information may be shared between the Australian Taxation Office, DEEWR and the Department of Immigration and Citizenship; and information may not otherwise be disclosed without my consent unless authorised or required by law. Graduates' names are published on the ACT website and manuals. I understand that I may request for my name not to be published. I understand that giving false or misleading information is a serious offence under the Criminal Code.

Please tick:

- I have read the Student Fee Schedule and the Student Fee Policy and I understand my fees for my studies at MST/WCIS will be relative to the MST/WCIS Fee Schedule and are subject to change on an annual basis.
- I have read the Student Handbook regulations and declaration and agree.
- I am in complete accord with the MST and WCIS Mission Statements, Core Values, and Doctrinal Statement.

Signature of Candidate:

Date:

Please forward your completed application to the Enrolment Office by email Enrolments@mst.edu.au. Alternatively, you can fax or post your application. Our contact details are provided for you on the back page of the application form.

CHECKLIST

- I have included a copy of my Photo ID.
- Referee forms have been sent to my elected referees.
- I have included a certificate of my English level (if required).
- I have included a copy of my Police Clearance.

Enrolments@mst.edu.au

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**MST is an affiliated college of the Australian College of Theology,
CRICOS code: 02650E**

