Aquinas INSTITUTE OF THEOLOGY
23 SOUTH SPRING AVENUE
ST. LOUIS, MISSOURI 63108
PHONE: 314.256.8800
FAX: 314.256.8888
WEB: WWW.AI.EDU

APPLICATION PROCESS

Electronic submission of all application materials is preferred. Materials should be submitted to:

Admissions Office
admissions@ai.edu

23 South Spring Avenue
St. Louis, MO 63108

PRIORITY DEADLINES March 15 for Fall Semester /November 15 for Spring Semester

International Applicants - Please see our website for requirements regarding:
- Proficiency in the English language
- International transcript verification and translation
- Evidence of financial support documentation

PART I - *Please submit:*

1. **A completed Application for Graduate Admissions**

2. **Non-refundable application fee of $50**

3. **Official transcripts** from schools where any undergraduate and graduate degrees have been completed. These must be sent directly from the institution (electronic submission accepted) or included in a sealed envelope with registrar's signature across the seal.

   International applicants please see special requirements below.

4. **Three letters of recommendation** (forms attached electronically for your convenience):
   - At least one letter from each of three reference areas: academic, ministerial, personal. These should be sent directly by the recommender or included in a sealed envelope with recommender's signature across the seal. (NOTE: Only one letter is required for those not in a degree or certificate program.)
     - APPLICANTS to the GRADUATE CERTIFICATE program in SPIRITUAL DIRECTION: one of these letters should be from your spiritual direction.
     - APPLICANTS for the MA in HEALTH CARE MISSION: Letters should come from colleagues, supervisors, or religious leaders familiar with your experience and leadership potential in Catholic Health Care.
     - APPLICANTS from RELIGIOUS ORDERS: One of these letters must be from your religious superior or current formation director.

5. **Results of the Miller Analogies Test** *or* **Graduate Record Examination**
   Tests may be waived for students with an undergraduate degree in theology or religious studies or for students with a post-baccalaureate degree. See page 5 of application form for testing instructions or request for waiver. This test is not required for non-degree and for international students.

6. **Interview**
   Applicants are asked to schedule an interview with the admissions director.
   - For applicants from out of town this interview may be done by phone.
   - For the MA in Health Care Mission program this interview is with the director of the program: Sr. Jean deBlois, CSJ – 314.256.8874 or deBlois@ai.edu.

PART II – *Written essays* (Applicants for the **MA-HCM** skip to #3 below.)

1. **Personal Assessment** – *This essay is required only for those enrolling a degree or certificate program, except MA-HCM.*
   The Personal Assessment is an important part of your application for admissions to Aquinas Institute of Theology. It should not exceed 1,000 words. Use the essay to
   - Articulate your vocational goals, intellectual and pastoral interests,
   - Assess your personal strengths and weaknesses for theology and ministry,
   - Note theological and ministerial questions that spark your interest and may offer insight into your reasons for applying to Aquinas Institute of Theology.

2. **A Reflection Paper** on one of the quotations presented below that have been taken from "Wellspring of Hope," a chapter in *Sing a New Song* (Templegate, 1999), by Fr. Timothy Radcliffe, O.P. This reflection should be no longer than 700-words. This essay is required of all applicants *(except MA-HCM).*

   Please select any one of the following quotes:

   a. "Study is a way to holiness, which opens our hearts and minds to each other, builds community and forms us as those who confidently proclaim the coming of the Kingdom." (page 54)

   b. "The intellectual discipline of our study has this ultimate purpose, to bring us to this moment of conversion when our false images of God are destroyed so that we may draw near to the mystery." (page 64)

   c. "We can never say an illuminating word about God unless we do theology differently, uncompetitively and with reverence. One cannot do theology alone." (page 70)

   Your reflection should address the following questions:
   - What does this quote mean to you?
   - What do you find challenging about this quote?
   - What do you find comforting?
   - What can this quote mean in your community and/or ministerial context?

3. **MA in Health Care Mission applicants only:** a 1,000 word essay explaining why you are interested in this program and why you believe theological education is important to the future of Catholic health ministry. In addition, explain how you see participation in this program affecting your career goals.

4. **Graduate Certificate in Spiritual Direction applicants**: please ask for the additional 1-page list of questions pertaining to this program.

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PERSONAL & DEMOGRAPHIC INFORMATION

Name _____ _____ _____ _____ _____
Title *Last Name (Surname)* *Maiden* *First* *Middle Initial*

Permanent Address _____ _____ _____ _____
Street *City* *State* *Zip*

Mailing Address (if different from above) _____ _____ _____ _____
Street *City* *State* *Zip*

Telephone: Home (____) _____ Work (____) _____ Cell (_____) _____

Email _____ Social Security Number _____
(Your social security number will be kept confidential.)

Date of Birth _____ Place of Birth _____ Country of Citizenship _____

Please check all that apply:

☐ Female ☐ Male ☐ Married ☐ Single

☐ Priest ☐ Seminarian ☐ Minister ☐ Vowed Religious ☐ Lay

Spouse's Name (if applicable) _____

Religious Denomination _____ Parish/Congregation _____ Diocese _____

Ordained? ◯ No ◯ Yes: Date of Ordination _____ Place _____

For Clergy: Please indicate your diocese/order/synod, etc. _____

Please check one:
(The information in this section is collected for statistical purposes and will not be used in determining your eligibility for admission. Information provided about ethnicity is voluntary.)

☐ Asian or Pacific Islander ☐ American Indian or Alaskan Native ☐ Black Non-Hispanic

☐ Non-Resident Alien ☐ Hispanic ☐ White Non-Hispanic

☐ Further Self-Identification _____

INTERNATIONAL APPLICANTS

If you are not a citizen of the United States, what type of visa will you have at the beginning of the semester?

☐ F-1 Student Visa ☐ R-1 Religious Visa ☐ B Visitor Visa ☐ Permanent Resident ☐ Other

Alien Registration Number _____

Please see Aquinas Institute website (www.ai.edu) for TOEFL or IELTS language testing and international transcript verification requirements.

ACADEMIC PROGRAM

Have you applied to Aquinas Institute of Theology previously? ☐ No ☐ Yes, when?

Semester you plan to begin studies at Aquinas Institute: ☐ Fall ☐ Spring ☐ Summer Year:

I plan to attend ☐ part-time ☐ full-time basis.
(Full-time enrollment requires 12 credit hours on campus for the M.Div. & MAPS programs; 9 credit hours for the MA program. All doctoral students are considered full time enrollees. All online-hybrid students are part-time students.)

I wish to enroll in the following program:

Master's Degree

☐ Master of Arts in Theology - *select one:* ☐ *on campus* ☐ *online-hybrid*

☐ Master of Arts in Pastoral Studies - *select one:* ☐ *on campus* ☐ *online-hybrid*

☐ Master of Arts in Pastoral Studies/Catechesis of the Good Shepherd
select one: ☐ *on campus* ☐ *online-hybrid cohort* – Cohort Year:

☐ Dual Master of Arts in Pastoral Studies/Master of Social Work
(requires concurrent application to St. Louis University School of Social Work)

☐ Master of Divinity

☐ Dual Master of Divinity/Master of Arts in Theology

☐ Master of Arts in Health Care Mission – Cohort Year:

☐ Dual Master of Arts in Theology/Ph.D. in Health Care Ethics
(requires concurrent application to St. Louis University School of Health Care Ethics)

Graduate Certificate

☐ Spiritual Direction
select one:
☐ *on campus*
☐ *online-hybrid*

☐ Biblical Studies

☐ Pastoral Care

☐ Thomistic Studies

☐ **Non-Degree Study**
select one:
☐ *on campus*
☐ *online-hybrid*

Finances

How do you expect to finance your education?

I also wish to apply for: ☐ Aquinas Institute Financial Aid ☐ A Federal Student Loan ☐ Veterans Benefits

*Contact the Admissions Office for information on financial aid, scholarship, and loans: 314.256.8806 or 800.977.3869

Testing Information

MAT/GRE Scores *Test scores must be sent directly from the testing center. The MAT institutional code for Aquinas Institute is 2110. The normal minimum score required by Aquinas Institute is the 50th percentile.*

Non-degree and international students are not required to take the MAT.

Date taken: _____ Date scheduled: _____

☐ I request a waiver from the MAT because (supporting transcripts will be required):
☐ My undergraduate degree is in theology/religious studies.
☐ I have earned a post-baccalaureate degree from an accredited institution.

FOR ALL ONLINE-HYBRID APPLICANTS:

COMPUTER EQUIPMENT, INTERNET ACCESS, AND PROFICIENCY

Since online-hybrid programs are Internet-based, all participants must have sufficient equipment and computer skills to complete the online portion of the courses. This means, at a minimum, that you have a Pentium PC or Macintosh multimedia computer, Internet access (a second or dedicated line is strongly recommended), a solid familiarity with the use of an Internet browser, and a recent version of MS-Word.

In your own words, tell us the extent to which you presently meet these requirements.

LIBRARY ACCESS

Please list the universities or theological libraries available in your area:

_____ _____

_____ _____

FOR CGS APPLICANTS ONLY:

If you have previously taken formation courses in the *Catechesis of the Good Shepherd,* please give information concerning the course level, location, dates, and formation leaders:

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EDUCATIONAL BACKGROUND

Degrees Previously Obtained

College/University	Field of Study	Dates of Enrollment	Degree

EMPLOYMENT

Place of Employment	Date	Position

REFERENCES

- Please list the individuals who will be writing letters of recommendation for you. At least one letter from each of three reference areas: academic, ministerial, personal. *Applicants for the MA in Health Care Mission: Letters should come from colleagues, supervisors, or religious leaders familiar with your experience and leadership potential in Catholic Health Care.

1) Name _____

Address _____ Email _____

City _____ State _____ Zip _____ Phone _____

This letter of recommendation is: ○ Academic ○ Ministerial ○ Personal ○ Other _____

2) Name _____

Address _____ Email _____

City _____ State _____ Zip _____ Phone _____

This letter of recommendation is: ○ Academic ○ Ministerial ○ Personal ○ Other _____

3) Name _____

Address _____ Email _____

City _____ State _____ Zip _____ Phone _____

This letter of recommendation is: ○ Academic ○ Ministerial ○ Personal ○ Other _____

Signature _____ Date _____

RECRUITMENT DATA

In order to assess our communication methods, we would appreciate your response to the following questions:

How did you first learn about Aquinas Institute of Theology?

Personal contact: ☐ Aquinas Alum ☐ Aquinas Student ☐ Aquinas Professor ☐ Pastor ☐ Other

Advertisement: ☐ National publication: _____

☐ Aquinas brochure _____

☐ Diocesan Newspaper: (arch) diocese: _____

☐ Parish Bulletin: name of parish: _____

☐ Other: _____

Website: ☐ Aquinas Website ☐ Other Website(s): _____

Search Engine: *Phrase used to search:* _____

Workshop/Seminar: _____

Other - please specify: _____

Which of the following prompted you to apply to Aquinas Institute of Theology?

Please indicate all that pertain.

☐ Aquinas admissions staff Name: _____

☐ Aquinas program director or faculty Name: _____

☐ An alumnus of Aquinas Institute Name: _____

☐ A friend or associate (non-alumni) Name: _____

☐ Priest, sister, layperson in pastoral ministry Name: _____

☐ A campus visit

☐ Affordability

☐ Program format

☐ Reputation of Aquinas Institute of Theology

☐ Mailing I received from Aquinas

☐ Someone else's referral Name: _____

☐ Faculty member of another school Name: _____

☐ Endorsement by bishop/superior/pastor Name: _____

☐ Other: _____

Please offer other input that may be helpful for us in this context. Thank you.