



**Required Application Materials for
Doctor of Ministry in Preaching
COHORT PROGRAM OF STUDY BEGINNING JULY 2018**

APPLICATION DEADLINES

To ensure the integrity of doctoral level studies in our cohort format,
we admit a limited number of students.

*Priority Application Deadline: **November 15, 2017.*** For applicants who meet this deadline, admissions decisions will be announced by February 1, 2018. A second round of applications will be considered if received by March 15, 2018, and if there is still room for more students in the cohort.

After March 15, 2018: Applications will be considered on a space-available basis.

All materials should be sent to admissions@ai.edu or to the Admissions Office at:

Aquinas Institute of Theology
23 South Spring Ave.
St. Louis, MO 63108-3323

Fax 314.256.8888
Telephone 314.256.8800 | 800.977.3869

1. A completed application for Admission to the Doctor of Ministry Program, using the form provided. Please print and submit to the address above or save and attach to an email to admissions@ai.edu.
2. Official transcripts from all graduate coursework, sent directly by the institution(s) you attended.
3. Three letters of recommendation attesting to personal character, academic ability, and ministerial skill from the following persons: your most recent employer, supervisor, or pastor; a colleague in ministry; and an individual who has heard you preach frequently. Please use the forms provided.
4. Nonrefundable application fee of \$100.00.
5. For international students:
 - Please provide evidence of financial support for the duration of studies in accord with U.S. Immigration regulations.
 - Proficiency in speaking, reading, and writing English is required. Proficiency will be assessed based on the Preaching Case Study video and written documentation, as assigned below.
6. Submit the following on single-spaced pages with one-inch margins and twelve-point font.
 - a. An essay of no more than two pages, describing your understanding of preaching, your strengths and weaknesses as a preacher, personal and professional influences that have shaped your desire to pursue a Doctor of Ministry in Preaching, and how you foresee Doctor of Ministry in Preaching study affecting your growth as a preacher and your future personal and professional life.

- b. Additional essay questions to be answered in brief
- *Dedicated Study Time:* Participants will be required in the midst of fulltime ministry to set aside approximately one day per week to study during the full course of the program. Demands can be greater if English is your second language. Additionally, participation in all St. Louis intensive seminars is of utmost priority. Applicants are asked to discuss these demands upon their time with their families or communities and with sponsors, supervisors, and colleagues in ministry at the time of application. In your own words, tell us how you initially plan to set aside study time. To what extent do you have the endorsement or support of the stakeholders listed above?
 - *Pulpit Access:* It is important that participants have access to pulpit preaching in conjunction with their study in the program. What pulpits or other preaching opportunities are available to you, and with what frequency do you presently preach?
 - *Change of Ministry:* Although this program allows for doctoral study in the midst of fulltime ministry, a change of ministry in the course of the program can impede a student's ability to focus on his or her studies. Do you anticipate a change of ministry in the next four years and, if so, when?
 - *Computer Proficiency and Internet Access:* At a minimum, you must have a Pentium PC or Macintosh multimedia computer, internet access (most students prefer a high-speed connection), a recent version of Word, and up-to-date anti-virus protection. In your own words, tell us the extent to which you presently meet these requirements.

7. Please submit a Preaching Case Study, as assigned below. If you are accepted as a member of the Doctor of Ministry in Preaching cohort, this case study will be retained as part of your student Learning Portfolio.

- Submit a video recording of your own preaching in English in a live liturgical setting. It is the applicant's responsibility to submit in VHS or VHS-C videocassette or in CD or DVD digital .avi or .mov format. It is best to use a stationary camera which is positioned close to the preacher. Please test equipment ahead of time in order to assure that we can hear the preaching. Audience shots are not needed.
- To accompany the video-recording, submit a written case study in English of no more than five single-spaced pages with one-inch margins and twelve-point font. Include the following elements in clearly marked sections:
 1. **HEADING:** List name of preacher, date, congregational setting, liturgical context, and references for lectionary or scriptural texts for this preaching.
 2. **JOURNAL:** Include a brief journal of your preaching preparation process, taking into account steps in preaching preparation, including prayer, study, and collaborative preparation.
 3. **ANALYSIS OF CONGREGATION:** Include a brief description of the congregation—integrating understandings of social and cultural analysis in terms of the socio-cultural makeup of the congregation and significant events pertinent to congregational life.
 4. **BIBLICAL HERMENEUTICS:** Write a one-page exegesis of at least one of the preached scriptural texts, with references to source material.
 5. **PREACHER'S REFLECTIONS**
 - a. In what way do you think your preaching from these Scriptures makes a difference in the everyday faith life of your congregation?
 - b. How does this preaching reflect the theological tradition of your denomination?
 - c. Reviewing your videotape, what would you consider to be your greatest strength? Describe also at least one important area where you need further growth.



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Admissions Office: admissions@ai.edu

Application for Admission to Doctor of Ministry in Preaching Program

PERSONAL INFORMATION

Title:

Name

Last Name (Surname)

Maiden

First

Middle

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.)

How do you plan to finance your education?

I need financial aid applications for: Aquinas Institute Aid

Federal Loans

Have you applied to Aquinas Institute of Theology previously? No

Yes, when?

Please check all that apply:

(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.)

Non-Resident Alien

Asian

Native Hawaiian or other Pacific Islander

Black or African American

Hispanic

American Indian or Alaskan Native

White

Further Self-Identification

Please check all that apply:

Female

Male

Married

Single

Lay

Priest

Seminarian

Minister

Vowed Religious

Deacon

Place of Birth

Date of Birth

Country of Citizenship

Religious Denomination

If Lay Person: Parish/Church

Diocese (if applicable)

If Vowed Religious: Community/Order

Province

Initials of Order

Ordained? No Yes: Date of Ordination

Place

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

Spouse's Name (if applicable)

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

Do you have any disabilities that require special attention? *Please describe. (This information is used only to facilitate services.)*

Yes No

EDUCATIONAL BACKGROUND

Colleges/Graduate Schools Attended

College/University	Field of Study	Dates of Enrollment	Degree
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EMPLOYMENT/PROFESSIONAL BACKGROUND

Place of Employment	Dates	Position
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Present Position

LANGUAGES AND LIBRARIES

In what languages do you speak or read fluently? In what languages do you preach?

What university or theological libraries are in your area?

REFERENCES

Individuals who will be writing letters of recommendation for you:

Your most recent employer, supervisor, or pastor

Name			Occupation
Address			Email
City	State	Zip	Phone

A colleague in ministry

Name			Occupation
Address			Email
City	State	Zip	Phone

An individual who has heard you preach frequently

Name			Occupation
Address			Email
City	State	Zip	Phone

As a preacher, what are the main websites you visit, and what are the main magazines or journals you read?

Why did you select this program for your doctoral study?

Date

Signature

INFORMATIONAL DATA: How You Learned about the D.Min. in Preaching

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 Catholic Reporter America Commonweal Christian Century Diocesan Paper
Parish Bulletin Radio TV Other

Website: Aquinas Website Other Website(s) Search Engine: *Phrase used to search:*

Publication: Aquinas Newsletter or Magazine Aquinas Brochure Other

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 alumna/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 reputation/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.

NOTICE OF NONDISCRIMINATORY POLICY

Aquinas Institute of Theology does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs or activities. The following persons have been designated to handle inquiries regarding the non-discrimination policies:

Office of the Academic Dean
Fr. Gregory Heille, O.P.
23 S. Spring Ave.
St. Louis, MO 63108
314-256-8881

Office of the Director of Student Services
Kevin Sweeney
23 S. Spring Ave.
St. Louis, MO 63108
314-256-8803