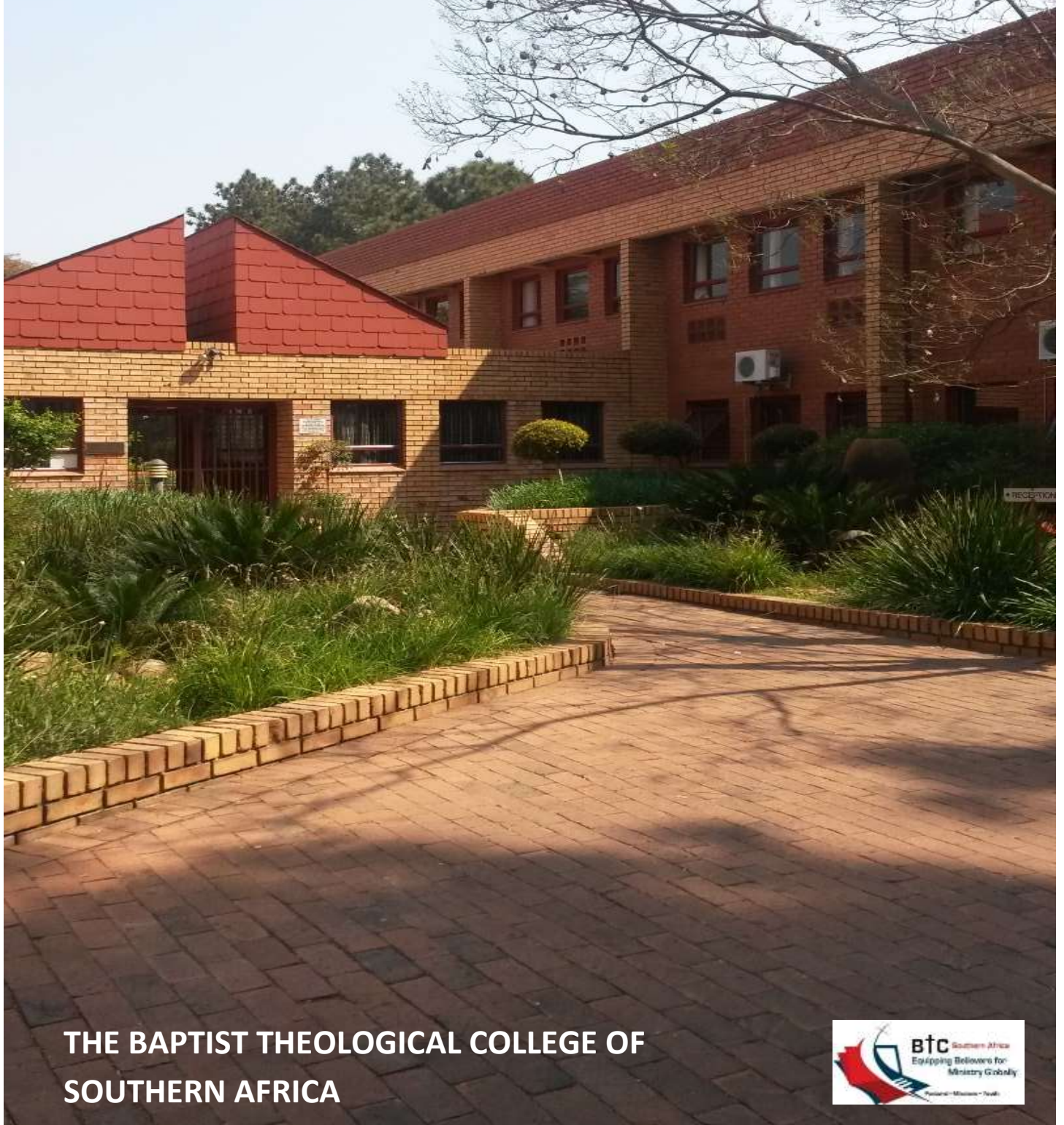


APPLICATION FOR ADMISSION: CONTACT LEARNING



**THE BAPTIST THEOLOGICAL COLLEGE OF
SOUTHERN AFRICA**



APPLICATION PROCESS

1. Please complete this form in CAPITAL LETTERS.
2. Complete ALL sections.
3. Submit proof of registration fee with your Application form. Your application will not be processed if not paid.
4. Please ensure that your Application form is complete. Your application will not be considered if incomplete.
5. Return the completed form and supporting documents to **admissions@btc.co.za**

CHECKLIST (for office use only)

NO	DOCUMENTATION FOR REGISTRATION	RECEIVED	OUTSTANDING
1	Complete Application form		
2	Registration fee: Proof of payment attached		
3	Signed Student Declaration		
4	Signed Financial Declaration		
5	Signed Confirmation of Study programme		
6	RPL Application form - If applicable		
7	RPL Assessment fee: Proof of payment attached		
8	Referee reports (3)		
9	Certified copy of ID/Passport document		
10	Certified copy of matric certificate		
11	Certified copy of Highest Academic		
12	Copy of Baptist Certificate Membership (If applicable)		
13	Foreign students: Valid study permit		

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STUDENT NUMBER



Reg # 2003/019542/08

APPLICATION FORM

The Baptist Theological College of Southern Africa
 260 Oak Avenue, Randburg, 2125
 P.O. Box 50710, Randburg, 2125
 Tel.: 011 886 0421 www.btc.co.za

ENCLOSE THE FOLLOWING WITH YOUR APPLICATION FORM AND TICK THE APPROPRIATE BOX:

1. A certified copy of your identity document	<input type="checkbox"/>	3. Baptist membership certificate (if applicable)	<input type="checkbox"/>
2. Certified copies of all academic qualifications	<input type="checkbox"/>	4. Completed Referee reports (3 x Contact)	<input type="checkbox"/>
		5. RPL Form (if applicable)	<input type="checkbox"/>

APPLICATION FOR ENROLMENT FOR THE FOLLOWING PROGRAMME (Office use only)

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SECTION A: PERSONAL INFORMATION OF APPLICANT

Title Gender Male Female

Surname

First Name(s)

Maiden Name (if applicable)

Population group Indian Asian Black Coloured White

ID/Passport number Age

Date of Birth Home Language

Marital status Single Married Widow/Widower Divorced

Contact details Home Tel:

Work Tel:

Cell no:

E-mail address:

Postal Address

Province

Postal Code

Physical Address

Province

Postal Code

Relative Details:

Surname

First Name(s)

Postal Address

Province

Postal Code

Relationship

Home Tel:

Work Tel:

Local church

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Contact details

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Which area of Christian service are you seeking to equip yourself for:
Pastorate Youth Missions Other _____

SECTION B: CHEATING, PLAGIARISM AND COLLUSION DECLARATION

I have read and accepted the College's Rules and Regulations as outlined in the prospectus and website and agree to comply with, and if I failed to comply, I understand that I will be liable for disciplinary action.
Student signature: _____ Date: _____

SECTION C: CHOOSE YOUR STUDY PROGRAMME (Tick the appropriate box)

C.1 Bachelor of Theology (BTh) (NQF 8) Only offered to 4th Year Contact Students in 2019

Students who still need to complete their 4th year of studies in 2019.
Entrance Qualification:
Diploma in Theology (NQF Level 7) or equivalent.
Graduation Requirements:
Forty subjects / 480 credits total.
Study Articulation:
To Masters Degree level studies

C.2 Bachelor of Theology (BTh) (NQF 8)

The Bachelor of Theology is the premier study programme of the College, designed to train Christians in the areas of church ministry, cross-cultural missions and youth ministry.
Entrance Qualification:
Matriculation or equivalent.
Graduation Requirements:
480 credits total.
Study Articulation:
To Masters Degree level studies

SECTION D: CONFIRMATION OF STUDY PROGRAMME

I, hereby _____ (student name), _____ (ID number) am fully aware that the programme I have enrolled for, that is, the _____ (full title of study programme) with SAQA / Qualification number: _____ (see table below) is registered with the Department of Higher Education and Training as the Baptist Theological College of Southern Africa (NO: 2000/HE8/004), as indicated on the registration certificate dated 12 December 2017.

Student signature: _____ Date: _____

Registrar signature: _____ Date: _____

SAQA QUALIFICATION CODES

Bachelor of Theology (old Curriculum)	Prior 2017	50354
Bachelor of Theology – Contact students in 2019	Post 2017	50354

SECTION E: I have access to the following: (Mark with X)

Computer		E-mail		Internet		Cellphone	
Facebook		Twitter		Telephone			

SECTION F: HOUSING APPLICATION (Applicable only to Contact students)

Please tick the appropriate box to apply for BTC Accommodation (refer to Institutional Prospectus)

I wish to apply for student housing: I do not wish to apply for student housing:

SECTION G: FINANCE

1. BTC will send a regular statement of account to the registered email address provided on registration.
2. Responsibility rests with both the student and the person responsible for the account, that this statement is checked on a regular basis for correctness.
3. Your student-specific statement of account is to be referred to, to calculate the amounts.

Conditions of Study

1. To the best of my/our knowledge, the statements are true and that no information has been withheld with regard to the National Credit Act. (View full Act at http://www.gov.za/sites/www.gov.za/files/38557_rq10382_gon202.pdf)
2. I/we acknowledge that I/we have read and accept the terms and conditions of payment as outlined in the institutional Prospectus.
3. I/we agree that I/we will be liable to settle all charges incurred while the student is in attendance at The Baptist Theological College. I/we acknowledge that I/we have seen the study fees.
4. I/we understand that all charges for the current term must be paid in full before the beginning of the next semester.
5. I/we confirm that I/we are not currently over indebted, under administration, sequestration, debt review or a restructuring order and have not been declared mentally unfit by order of court.
6. I/we agree that The Baptist Theological College may conduct an enquiry into my/our financial stability and payment history with **Trans Union ITC**, an Independent Credit Bureau we have contracted to, to assist with our debtors from January 2016.

Breach

1. Should you omit to pay the balance of 50% payment on the agreed date, and the total amounts owing, you will be in breach of this agreement.
2. You will then be sent a Section 29 notice within 7 days which will give you a 20 days grace period to pay the outstanding amount.
3. Should you still be in default after this time, and have failed to respond to the default letter (without a mutually acceptable, payment offer) your account will be handed over to **Trans Union ITC Credit Bureau** after which you will be blacklisted. Please take the time to realize the impact this would have on your future finances, and ensure that you are able to afford your fees before committing to this agreement.

Cancellation policy

1. Should you cancel your studies within 30 days of the start of the semester, 50% of the study fees is refundable. Registration fee is non-refundable.
2. No refund on study fees should you cancel after 30 days of the start of the semester. Registration fee is non-refundable.
3. No penalty applicable to study fees should you cancel your studies during the registration period. Registration fee is non-refundable.

PERSON RESPONSIBLE FOR ACCOUNT

Title Gender Male Female

Surname

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First Name(s)

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ID/Passport number

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 Age

Contact details

Home Tel:

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Work Tel:

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Cell no:

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

E-mail address:

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Postal Address

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

State/Province

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Signature of person responsible for the account: _____ **Date:** _____

If the student is under the age of 21 years at the time of application a parent or guardian must also sign.

I, _____ (name of parent/guardian) acknowledge and confirm the above conditions.

Parent/Guardian signature (if applicable): _____ **Date:** _____

BANK ACCOUNT DETAILS:

The Baptist Theological College of Southern Africa
 Standard Bank
 Randburg Branch
 Branch code: 018005 Account type: Current
 Account number: 2200 973 80
 SWIFT code (international payments): SBZAJJ



I, _____ (student) hereby certify that by signing this agreement

I, the student in attendance at The Baptist Theological College, acknowledge that if my financial responsibility is not met by the above named person/company/church, I will ultimately be responsible for all charges incurred, as well as all costs related to collection of unpaid balances, including attorney fees, collection costs. I furthermore acknowledge that I if my account is not paid in full I will be in breach of my financial liability and will handed over to **Trans Union ITC Credit Bureau** where after I will be blacklisted.

Signed at _____ on this _____ day
 of _____ 20_____

SECTION H: COMPLETE THE FOLLOWING:

H.1 A brief account of your background and conversion

H.2 A brief account of your spiritual growth

H.3 A brief account of your sense of call

H.4 A brief account of your experience in Christian service

H.5 Describe your spouse's/fiancé's attitude to your call to ministry and his/her preparation for your ministry.

SECTION I: STUDENT DECLARATION

I have read and accepted the College's Rules and Regulations as outlined in the prospectus and website.

The information given on this form is complete and correct.

Student signature: _____ Date: _____

How does the applicant get on with people?

At church _____

At work _____

At home _____

Do you consider the applicant a suitable candidate for Christian ministry? If yes, in what type of ministry to you see the applicant being successful? _____

Are there any reasons why you consider the applicant an unsuitable candidate for Christian ministry?

What would you consider the applicant's strengths to be?

What would you consider the applicant's weaknesses to be?

Is there evidence that the applicant's spouse/fiancé/family is supportive of them studying at the college?

Please make any other comments which will assist the College in making a decision about this application.

Signature: _____ Date: _____

At church _____

At work _____

At home _____

Do you consider the applicant a suitable candidate for Christian ministry? If yes, in what type of ministry to you see the applicant being successful? _____

Are there any reasons why you consider the applicant an unsuitable candidate for Christian ministry?

What would you consider the applicant's strengths to be?

What would you consider the applicant's weaknesses to be?

Is there evidence that the applicant's spouse/fiancé/family is supportive of them studying at the college?

Please make any other comments which will assist the College in making a decision about this application.

Signature: _____ Date: _____

At church _____

At work _____

At home _____

Do you consider the applicant a suitable candidate for Christian ministry? If yes, in what type of ministry to you see the applicant being successful? _____

Are there any reasons why you consider the applicant an unsuitable candidate for Christian ministry?

What would you consider the applicant's strengths to be?

What would you consider the applicant's weaknesses to be?

Is there evidence that the applicant's spouse/fiancé/family is supportive of them studying at the college?

Please make any other comments which will assist the College in making a decision about this application.

Signature: _____ Date: _____

RPL APPLICATION FORM

* Return the completed form, proof of payment and supporting documents to
admissions@btc.co.za

INTRODUCTION

In terms of the requirements of the relevant statutory bodies, The Baptist Theological College of Southern Africa will consider applications for the Recognition of Prior Learning, being formal and informal, from any learner who submits the required documentation, in accordance with the stipulated process.

ENQUIRIES

Any enquiries regarding the process are to be directed to either the College Registrar or the Dean of Studies.

ENCLOSE THE FOLLOWING WITH YOUR APPLICATION FORM AND TICK THE APPROPRIATE BOX:

- | | |
|---|--|
| 1. Certified copies of all academic qualifications <input type="checkbox"/> | 3. Proof of payment: Evaluation fee of R500,00 <input type="checkbox"/> |
| 2. Transcripts of previous formal studies <input type="checkbox"/> | 4. Completed application form <input type="checkbox"/> |

APPLICATION FOR ENROLMENT FOR THE FOLLOWING PROGRAMME (Office use only)

SECTION A: PERSONAL INFORMATION OF APPLICANT

Title	<input type="text"/>	Gender	Male <input type="checkbox"/>	Female <input type="checkbox"/>
Surname	<input type="text"/>			
First Name(s)	<input type="text"/>			
Maiden Name (if applicable)	<input type="text"/>			
ID/Passport number	<input type="text"/>	Age	<input type="text"/>	
Date of Birth	<input type="text"/>	Home Language	<input type="text"/>	
Contact details	Home Tel:	<input type="text"/>		
	Work Tel:	<input type="text"/>		
	Cell no:	<input type="text"/>		
	E-mail address:	<input type="text"/>		

In the event of any false declaration, the College will take whatever remedial action is deemed necessary.

CONTACT STUDENT: APPLICANT INTERVIEW

COMMENTS:	
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Final decision or Conditions of Acceptance: _____

Signature: _____ Staff member: _____

Signature: _____ Staff member: _____

2019 STUDY FEES

DESCRIPTION		COMMENT
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Contact Student Fees			
Registration fee	R450	Per application: Non-refundable	
Late registration fee	R800	Once-off: Non-refundable	
Student Representative Council (SRC) fees	R300	Annually	
Technology fee	R300	Annually	
Bachelor of Theology	Non-partner Churches	R3100	Per course
	Partner Churches	R2900	Per course

Distance Student Fees			
Registration fee	R450	Per application: Non-refundable	
Late registration fee	R800	Once-off: Non-refundable	
Library usage on Campus	R750	Annually	
Technology fee	R300	Annually	
Higher Certificate in Ministry	Non-partner Churches	R2200	Per course
	Partner Churches	R1950	Per course
Bachelor of Biblical Studies	Non-partner Churches	R2300	Per course
	Partner Churches	R2050	Per course
Bachelor of Theology	Non-partner Churches	R2500	Per course
	Partner Churches	R2150	Per course
Master of Theology	Annual Registration fee	R3000	Annually with year escalation based on performance*
	Non-partner Churches	R16500	Annually
	Partner Churches	R14500	Annually

General Fees (for Contact and Distance students)		
Special letter	R80	Per letter (including postage)
Penalty for incorrect referencing on payments	R100	Per entry
Admin fee for payment plan	R100	Per month plan
Change of subject registration (48hrs after reg)	R100	Per course
Reprinting of lost certificates	R250	Per copy
Reprinting of lost / additional transcripts	R200	Per print
Remarking of exams	R100	Per exam
Recognition of prior learning	R500	Per print