

APPLICATION FORM
TEACHING ENGLISH AS A SECOND
LANGUAGE CERTIFICATE PROGRAM



OFFICE OF ADMISSIONS

INTERNATIONAL GRADUATE SCHOOL OF LEADERSHIP

12 Daisy Road, Sauyo, Novaliches, Quezon City, Philippines 1116

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Email: admissions@glg-igsl.org

Website: www.glg-igsl.org



Please attach your most recent 5 cm x 5 cm (2 in. x 2 in.) photograph here. A close-up of head and shoulders is preferred. Do not use picture cutouts.

IDENTIFICATION

Title: ☐ Mr. ☐ Mrs. ☐ Miss ☐ Rev. ☐ Bishop ☐ Other _____

Full Name: _____
FAMILY/LAST NAME GIVEN/FIRST NAME MIDDLE NAME (if any)

Present Mailing Address:

NUMBER/STREET CITY STATE/PROVINCE POSTAL CODE COUNTRY

Address in Home Country:

NUMBER/STREET CITY STATE/PROVINCE POSTAL CODE COUNTRY

Phone number: _____ Fax: _____ Pager/Cell Phone: _____
COUNTRY AREA NUMBER COUNTRY AREA NUMBER COUNTRY NUMBER
CODE CODE CODE CODE CODE

E-mail Address: _____ Date of Birth: _____ Age: ____ Citizenship: _____
MONTH/DAY/YEAR

Language(s) Proficient in: _____

Hobbies: _____

NOTE: Be sure to follow the guidelines given in the *Application Information Sheet* when filling out this form and other application materials.

ENROLLMENT INFORMATION

What academic year would you like to begin studies at IGSL? Academic Year: 20____ - 20____

What type of study load do you plan to take? ☐ Full-time (>10 hours per term) ☐ Part-time (≤10 hours per term)

What program of study do you plan to pursue?

- ☐ TESL
- ☐ 1 year non-certificate with TESL only
- ☐ 2 year certificate with TESL and Missions

ACADEMIC BACKGROUND**Transcripts**

List all schools attended at the college/university level and beyond, beginning with the most recent. As proof of attendance, provide clear photocopies of: (1) official transcripts or certified mark sheet — with grading system defined and (2) diplomas, certificates, awards, and/or professional licenses from all of these schools. Filipino applicants must submit original transcripts of all records.

Name of Institution (School)	Location (Country)	Year Attended From/To	Degree/Diploma or Certificate	Year Degree was/will be received
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Undergraduate Major _____ Were you ever placed on Academic Probation for any reason? ☐ Yes ☐ No

If yes, explain _____

Special honors conferred _____

Have you applied or are you applying to any other seminary, graduate or professional school? ☐ Yes ☐ No

If, yes where? _____

Have you ever been denied admission or been dismissed from any seminary or graduate school? ☐ Yes ☐ No

If yes, give details _____

SPIRITUAL STATUS

1. Do you know Jesus Christ as your personal Savior? ☐ Yes ☐ No ☐ Uncertain

2. When were you saved? _____

3. Do you believe that the Lord has called you into full-time Christian service? ☐ Yes ☐ No ☐ Uncertain

4. Are you pursuing this program as preparation for a new ministry role? ☐ Yes ☐ No

If so, what is that expected role? _____

5. Read the *Statement of Faith* enclosed with this form and respond to the following questions:

Are you in general agreement with the doctrinal statements expressed herein? ☐ Yes ☐ No

Are there areas of disagreement? ☐ Yes ☐ No

If yes, on a separate sheet of paper, state with which areas you disagree and explain why.

CHURCH AFFILIATION

Name of current church _____

Address _____

How long have you been at this church? _____ Tel./Contact Nos. _____

Denominational affiliation _____

Your denominational preference _____

Are you a licensed minister? ☐ Yes ☐ No If yes, in which denomination? _____

Are you ordained? ☐ Yes ☐ No If yes, in which denomination? _____

CHRISTIAN MINISTRY EXPERIENCE

List all paid and volunteer positions you have held (pastor, para-church ministry staff member missionary, elder, Sunday school teacher, youth leader, etc.), beginning with the most recent employer and/or position:

	Church/Organization	Position/Responsibility	Year (From/To)
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____
4.	_____	_____	_____
5.	_____	_____	_____

EMPLOYMENT STATUS

Present Status: ☐ Employed ☐ Unemployed

Please give employment history beginning with the most recent.

1. Employer: _____ Type of Work: _____ Title/Position: _____

Location: _____ From _____ To _____

Reason for leaving: _____

2. Employer: _____ Type of Work: _____ Title/Position: _____

Location: _____ From _____ To _____

Reason for leaving: _____

3. Employer: _____ Type of Work: _____ Title/Position: _____

Location: _____ From _____ To _____

Reason for leaving: _____

MARITAL / FAMILY STATUS

☐ Single ☐ Married ☐ Widowed ☐ Separated ☐ Divorced ☐ Remarried Spouse ever divorced? ☐ Yes ☐ No

Spouse's Name: _____ Date of Marriage: _____

MONTH / DAY / YEAR

Names and ages of children

_____	_____
_____	_____
_____	_____
_____	_____

Is your spouse in agreement with your plans to study at IGSL? ☐ Yes ☐ No

Spouse's Name: _____

FAMILY NAME

GIVEN (FIRST) NAME

MIDDLE NAME

*I am aware of and agree with my spouse's / fiancée's plan to pursue a program at IGSL.
I hereby affix my signature in the space provided.*

SPOUSE'S OR FIANCEE'S SIGNATURE OVER PRINTED NAME

DATE

FINANCIAL SOURCES

☐ I plan to be financed through _____

☐ I plan to be financed independently (e.g. work, savings, etc.)

☐ I plan to apply for a full-time graduate studies staff assignment (for Campus Crusade staff only).

☐ Other _____

Please state the amount of your anticipated monthly income \$/P _____

What is your present total debt (include deferred college loans, car insurance, etc.) \$/P _____

What are your monthly payments for this debt? \$/P _____

REFERENCES

Print or type the names and complete addresses of two persons who know you well. Include a ministry leader who has a position over you (preferably a board member or denominational official; may be your pastor) and a ministry peer at a level of responsibility similar to yours. Please do not use any relatives as references.

1. _____
Name Address (including postal code and country) Relationship/Position

2. _____
Name Address (including postal code and country) Relationship/Position

☐ I hereby waive my right of access to these references and authorize the above listed persons to provide a candid evaluation and all relevant information to IGSL.

☐ I do not waive my right of access to these references. I do authorize the above listed persons to provide a candid evaluation and all relevant information to IGSL.

DECISION TO APPLY

What factors caused you to consider the International Graduate School of Leadership?

- | | | |
|---|---|---|
| ☐ Present IGSL student | ☐ Letter(s) from IGSL | ☐ IGSL brochure, catalog, Magazine advertisement, or other materials |
| ☐ IGSL Alumni | ☐ Pastor's referral | ☐ IGSL representative visited my college/university/church |
| ☐ CCC Staff | ☐ IGSL faculty contact | ☐ Others _____ |

Whom do you think has most influenced your decision to apply here in IGSL? (e.g. pastor, IGSL faculty, friend, current or former student, admissions, staff, etc.)

	Name	Position/Relationship to you	City/Province/State
1.	_____	_____	_____
2.	_____	_____	_____

I promise, in submission to the Holy Spirit's guidance, that if admitted to the International Graduate School of Leadership, I will at all times conduct myself as a Christian, faithfully and diligently apply myself to the academic and ministry requirements of the Seminary curriculum, promptly meet all financial and other obligations, and carefully observe the rules and regulations as set forth by the Seminary and its faculty.

SIGNATURE OVER PRINTED NAME

DATE

APPLICANT'S CHECKLIST

Before sending in your application, check these items to make sure that you have complied with all IGSL admissions requirements. **Do not send application materials until your application is complete.** If at any point in the application process you encounter difficulty in completing the steps, request clarification on how to proceed from the Office Admissions. The Admissions Committee will not review and act on your application until all of the requirements for application have been fulfilled.

- ☐ Application form fully completed, signed, including a 5cm x 5cm (2in x 2in) photo attached (glued, not stapled)
- ☐ Biographical Questionnaire completed
- ☐ Medical forms completed
- ☐ Doctrinal Survey completed
- ☐ IGSL Statement of Faith read carefully and signed
- ☐ Reference forms: Waivers signed and given to references to be filled out and sent directly to IGSL.
- ☐ Official Transcripts of Academic Records or official summary of marks
- ☐ Application fee included (P150 or US\$4 for developing countries and P400 or US\$10 for developed countries). Payment can be mailed in as check or paid in cash upon registration.
- ☐ Proof of TOEFL score of 550 or a passing score in IGSL's English Proficiency Test (EPT).

