

Taught Master's Degree Programmes

MA in Christian Studies / Master of Divinity

Notes for Applicants (2024-25 Entry)

I. APPLICATION GUIDES

Please visit the Graduate School admissions website

(https://www.gs.cuhk.edu.hk/admissions/admissions/how-to-apply) before completing the online application as the website contains important information and guidelines that will assist you in completing and submitting your application.

You may visit our **School's website** (https://www.theology.cuhk.edu.hk/tc/admissions) to know more about the programme information.

II. IMPORTANT DATES

Programme	Application Deadline	Interview Day	Release of Results	
MA Christian Studies	2nd round: 11 April 2024 (Thur)	13 & 20 April 2024	By May/June 2024	
Master of Divinity	2nd round: 11 April 2024 (Thur)	13 & 20 April 2024	By May/June 2024	

III. SUBMISSION OF APPLICATION FORM

Applicants should create an account to submit online application via *Online Application System for Postgraduate Programmes* (https://www.gradsch.cuhk.edu.hk/OnlineApp/login_email.aspx)

1. Create an account

2. Upload mandatory doc.

3. Settle application fee 4. Submit application 5. Upload supporting doc.

Notes:

- **1.** Applicants must complete and submit the application(s) within one month from the save date or before the application deadline, whichever the earlier.
- 2. Academic Transcripts and Identity Documents (HKID Card/Passport) are <u>mandatory items</u>, applicants must upload these 2 types of document before submitting the applications.

IV. APPLICATION FEE

The (non-refundable and non-transferable) application fee is **HK\$300** per programme. Failure to pay the application fee will result in delay in processing of the application.

V. ADMISSIONS REQUIREMENTS

Candidates for admission into the Taught Master's Programmes should meet all Graduate School qualification criteria as stipulated at admissions website

(https://www.gs.cuhk.edu.hk/admissions/admissions/requirements).

VI. SUPPORTING DOCUMENTS

After having submitted the application via the *Online Application System for Postgraduate Programmes*, applicants are required to **upload scanned copies of the following supporting documents** to the *Online Application System for Postgraduate Programmes* (https://www.gradsch.cuhk.edu.hk/OnlineApp/login_email.aspx). AND **send the original official transcripts** to the Divinity School before the application deadline. Please always quote the application no. in your future correspondences.

Late submission of supporting documents will delay the consideration of your application.

Documents required: For details, please see

https://www.gs.cuhk.edu.hk/admissions/admissions/documents-required

- Official Transcripts[^] and grading schemes of all tertiary level studies, with official signature/stamp from Registry and sealed with official envelope (original official transcripts issued by the applicants' former/current university must be sent DIRECTLY from the university to the Divinity School) [Appendix 1];
- 2. A valid Online Verification Report of **Higher Education Qualification Certificate** 教育部學歷證書電子註冊備案表 and valid Online Verification Report of **Higher Education Degree**Certificate 中國高等教育學位在線驗證報告 issued by the CHESICC 學信網

 (https://www.chsi.com.cn/xlrz/index.jsp) (for students who obtained degrees from universities in Mainland China);
- Copies of Degree Certificates;
- **4.** Documents showing that the applicant has fulfilled the English Language Proficiency Requirement*. Please see http://www.gs.cuhk.edu.hk/page/EntryRequirements for details;
- 5. Assessment Report from the **HKCAAVQ** 香港學術及職業資歷評審局 (https://www.hkcaavq.edu.hk/) on the level of qualification obtained (for students with degrees awarded by overseas universities by distance learning or by completing a curriculum of short duration);
- **6.** Confidential Recommendations* from **TWO referees** respectively (via Online or Hardcopy) [Appendix 2]
 - MACS: i) a church-related person; and
 - ii) an undergraduate/ postgraduate teacher or the department of university concerned
 - MDiv: i) an official of the church; and
 - ii) an undergraduate/ postgraduate teacher or the department of university concerned
- 7. Copies of applicant's HKID card/ Passport or other identity document;
- 8. Online Form(s)
 - MACS: i) Personal Info Form 個人資料表 (click here to submit)
 - MDiv: i) Personal Info Form 個人資料表 (click here to submit); and
 - ii) Purpose of Study 個人心志書 (click here to submit)

Notes:

^For **non-CUHK** qualifications: photocopies will not be accepted. For **CUHK** qualifications: photocopies of transcripts issued by CUHK are accepted (not applicable to CUHK (Shenzhen) qualifications).

*All TOEFL/IELTS/GMAT score report must reach the Divinity School before the application deadline. If the original score report issued by the test centres is not yet available before the deadline, applicants may first send us a photocopy of the score report before the deadline and submit the original score report as soon as possible. In any case, applicants must submit the original score report within one month after the application deadline.

*Applicants must provide two references from appropriate individuals. A referee CANNOT be a family member or

*Applicants must provide two references from appropriate individuals. A referee CANNOT be a family member or relative.

VII. MAIL THE DOCUMENTS

To complete the admission application, you are reminded to send the **original official transcripts** to the Division before the application deadline.

The official transcripts together with the grading scheme should be sent DIRECTLY to the School in a sealed envelope from the issuing university.

Divinity School of Chung Chi College LG1/F, President Chi-tung Yung Memorial Building, The Chinese University of Hong Kong Shatin, N.T., Hong Kong (Please always quote the application no.)

VIII. SELECTION PROCESS AND ANNOUNCEMENT OF RESULTS

Applicants will be shortlisted for an **admission interview**. Individual e-mail notifications will be sent to the shortlisted applicants **two days prior** to the scheduled interview.

Application results will be posted on the Online Application System for Postgraduate Programmes (https://www.gradsch.cuhk.edu.hk/OnlineApp/login_email.aspx) by **May/June 2024**. Applicants can login the Online Application System for Postgraduate Programmes to check their application results. **NO** Admission Notification will be sent to applicants.

Successful candidates are required to **indicate acceptance** of admission offer online and **pay a deposit** by the payment due date to confirm offer acceptance.

IX. HOSTEL RESIDENCE

To enhance interactions among students, residence in student hostels is mandatory for the following students.

- Unmarried students of the MDiv Programme; and
- Unmarried non-local full-time students of the MACS Programme

For hostel fee at CUHK, please see https://www.theology.cuhk.edu.hk/en/students/fees. Due to limited hostel places, on-campus accommodation would NOT be arranged for married students and their family members normally.

X. FINANCIAL AID

Hong Kong residents may be eligible to apply for the **Extended Non-Means-Tested Loan Scheme (ENLS)** administered by the Student Finance Office (SFO) of the Working Family and Student Financial Assistance Agency (WFSFAA). Please visit the WFSFAA website for further information on this source of financial assistance:

https://www.wfsfaa.gov.hk/sfo/en/postsecondary/enls/overview.htm

XI. ENQUIRIES

Please contact the Divinity School of Chung Chi College for enquiry:

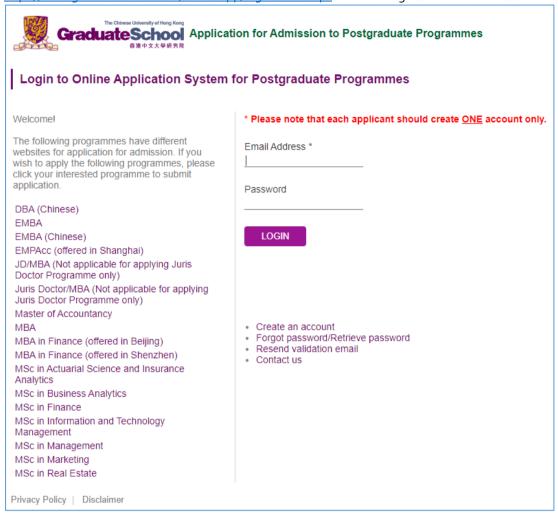
Website: https://www.theology.cuhk.edu.hk/en

Contact person: Jodi Yu Tel: (852) 3943 4789 E-mail: jodiyu@cuhk.edu.hk

1.1 Login

Applicants can login Online Application System for Postgraduate Programmes at

https://www.gradsch.cuhk.edu.hk/OnlineApp/login_email.aspx with their registered email address.



1.2 Manage Application

Applicants can click "Manage" to view or manage the details of that application; click "Amend" to amend the details inputted in the application (Personal Particulars are not allowed to change).

Yo	Your Application List								
After	After submission of your application(s), you can click your application(s) to upload the supporting documents and submit nomination(s) of your referee(s).								
R	*Please be reminded to disable the popup blocker of your browser to access your application(s).							N* A**** 🔘 🕨	
1 <u>2 3 4</u>									
#	Year	Application Number	Programme	Degree	Time Basis	Status	Application Fee	Amend Application	Manage
1	2023/24	23300006	ANTHROPOLOGY	DOCTOR OF PHILOSOPHY	Full- time	Submitted (paid)		Amend	Manage

1.3 View Application

Applicants can view the application, pay the application fee online and check the payment status of application fee by using "Manage" function.

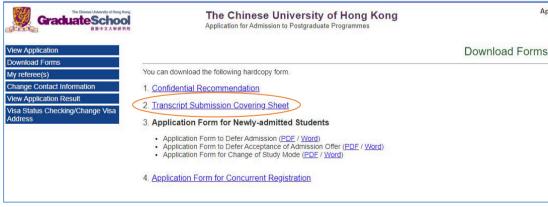


1.4 Download Forms

Applicants can download the "Transcript Submission Covering Sheet" in the section "Download Forms".



- a) Applicants should send the "Transcript Submission Covering Sheet" to their universities to apply for official transcripts. Certificates and transcripts, which are not in English or Chinese, should be accompanied by an official certified translation in English.
- b) Official transcripts should be returned DIRECTLY to the School in a sealed envelope from the issuing university.



(2024.3.26)

[Appendix 2]

2.1 My referee(s)

All applicants must provide **TWO** references. Please enter the contact information (including the email address) of your referee in the section "My referee(s)".

a) Without paying the application fee, applicants would NOT be able to input referee's information.



b) After applicants have **paid** the application fee, they can input the referee's information online. To add a referee, click the "Add a referee" button.



2.2 Submission method - via online system

Applicants can only choose "Submission Method = **Online**", an invitation email and a separate email with login ID & password will be sent to the referee at every night-job. Referees can login the system to complete the Confidential Recommendation.

The Chinese University of Moog Kong Graduate School B與女文人學研究院	The Chil	nese University of Hone Admission to Postgraduate Programm		
View Application Download Forms	Add a referee			
My referee(s) Change Contact Information	Please fill in the referee's information b	elow. You can check the referee submi	ssion status in the secti	on "My referee(s)" after submission.
View Application Result Visa Status Checking/Change Visa Address	Title Family Name Given Name Prefered Name Contact Email Institution/Company Name Position Relationship to Applicant Submission Method # Submit # An invitation will be sent to the reference. Please seek your referee's permission	Prof Chan Chris Chris Chris Chan Chrischan@cuhk.edu.hk CUHK Professor Tescher Online eree to complete the Confidential Record]]] mmendation via	

a) Applicants can check the referee submission status online.



b) Applicant is not allowed to add referee if the maximum number of referee is reached.



2.3 Submission method - by hardcopy

If your referee prefers to submit in hardcopy, please print the "Confidential Recommendation" in the section "Download Forms" and send one to each of your referees.

The completed form must reach our School DIRECTLY from the referees in a sealed envelope by postal mail (or via email to: jodiyu@cuhk.edu.hk) as soon as possible or not later than the application deadline.

