

 **Recoletos School of Theology, Inc.**

81 Alondras St., Miranila Homes

Congressional Avenue Extension, Quezon City

Telephone/Fax No. 8 951-2861 to 62

**CHECKLIST OF REQUIREMENTS**

**Bachelor in Sacred Theology and**

**Master of Arts in Theology Programs**

LAST NAME

MIDDLE NAME

FIRST NAME

**NAME:**

**Applying for School Year:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Semester:** **First**  **Second**

**Program: Field of Study or Specialization:**

Baccalaureate in Sacred Theology Systematic Theology Augustinian Studies and Spirituality

(STB) Church History Moral Theology

Master of Arts in Theology (MAT) Biblical Catechesis OT (Hebrew) Translation to Mother Tongue

Thesis NT (Greek) Translation to Mother Tongue (MT)

**UPON APPLICATION**

*Please submit this form to the RST office of records with the other requirements*

 *upon enrolment or before the opening of classes*

 **Date Submitted**

1. Duly accomplished RST application for admission form \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. One ID picture (“2x2”) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
3. Photocopy of Original Transcript of Records (TOR) from previous school (undergraduate or graduate) and

its English translation if the TOR is in a foreign language \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Photocopy of Original Diploma or Certificate of Graduation \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. Letter of Recommendation from the Religious Superior, Bishop, or Superior Representative Institution \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
3. Personal Essays on:
4. Choosing RST for your theological studies
5. Personal qualities as a student
6. Projected contribution to the Church and to the society after your studies at RST \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
7. Results of RST Entrance Test (Dean’s Office) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
8. Results of RST English Language Enhancement Program (ELEP) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
9. For international applicants, photocopies of passport and visa or Alien Certificate of registration (ACR) card. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**UPON ADMISSION**

*The following requirement must be submitted to the RST’s Dean’s Office*

***not later than one month*** *after provisional admission.*

Original TOR (graduate or undergraduate) bearing the school seal and the original signature of the Registrar or the Dean. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Honorable Dismissal from previous school attended \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Certificate of Good Moral Character \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Response Letter from the OAR Prior Provincial or his representative \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Signature of Applicant Date**

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Comments:

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**Registrar’s Signature**