Please read carefully and complete this supplement packet if any of the following statements apply to you:

- English is not your native language
- You are seeking Foreign Student Status
- You desire financial aid from RTS as an international student

Please note, in order to study at RTS as an international student, you will need demonstration (documentation) of three things:
1. Acceptance into an RTS degree program based on general admission requirements as listed in the current RTS catalog
2. Demonstration of English language proficiency (for all non-native English speakers)
3. Appropriate documentation of full financial resources for at least the first year of studies (this particular element applies only if you plan on applying for a student visa).

Please complete the STATEMENT OF FINANCIAL RESOURCES form, the FINANCIAL AID SUMMARY, and the EDUCATIONAL BACKGROUND form and return them to our Admissions Office. Please understand that every student must be prepared to provide a substantial portion of his or her financial support from sources that do not include the grants and scholarships available through RTS.

Mail all forms to: RTS Orlando Admissions Office
1231 Reformation Drive
Oviedo, FL 32765
USA

I. Admission to a Masters Degree Program

Applicants must complete the following to apply for admission and send to the Student Affairs office no later than six months prior to the expected date of entry. RTS prefers, but does not require, international students to begin their study with the Fall Term, starting in the month of August. If you wish to begin a degree program sooner than six months, please contact the Admissions Office to discuss your options.

Master of Divinity Students:

RTS recommends that international students pursue the four year Master of Divinity degree program beginning in the month of August. However, if a student receives a 600 or higher on the paper-based TOEFL (or an equivalent score on the IBT or computer-based test) he/she may choose to pursue the three year Master of Divinity degree program beginning with Summer Greek in July.
1. Application Form, including essay portions
2. Application Fee: USD $60.00
3. Academic, Pastoral and Personal References
4. Transcripts from all colleges and universities attended showing degrees earned.
5. Approval for Study: Applicants outside of the United States and Canada must provide an official letter or statement from your local or regional denominational body indicating their desire for you to pursue theological education
6. TOEFL/TWE score (see Section II for explanation)
7. Documentation of financial support (required to obtain an I-20 for student visa)
8. Submit a recent photograph to be placed in your file
9. Form 1 (Statement of Financial Resources), Form 2 (Financial Aid Summary), and Form 3 (Educational Background)

II. Establishing English Language Proficiency

The value of the educational experience at RTS is dependent upon the student’s ability in the use of the English language. The Seminary is a graduate school of theology and the lectures and assignments require an adequate level of English language proficiency. RTS Orlando provides no testing to meet admission requirements in English language. All international students applying for admission to the M.A. or M.Div. programs must submit at the time of application a score of not less than 550 (600 for the Master of Arts in Counseling) on the paper-based Test of English as a Foreign Language (TOEFL), or not less than 213 (250 for the Master of Arts in Counseling) on the computer-based TOEFL. The test must include the writing section (TWE), which is included in the September, October, March, and May administrations. If you are taking the TOEFL IBT, the score required is IBT= 79-80.

A. To register for the TOEFL/TWE test, applicants may contact:
   TOEFL/TWE SERVICES
   P.O. Box 6151
   Princeton, NJ 08541-6151
   USA
   Telephone: 609-771-7100
   Website: http://www.ets.org/toefl/

B. The institutional code for RTS Orlando is 9771

C. RTS provides no English language testing to meet admissions requirements. The Certificate of Eligibility (I-20) needed for obtaining a student visa in the United States requires certification that the admitted student is proficient in English. This certification must be on the I-20 form at the time the student appears at the Embassy for a visa. The Admissions Office at the seminary will document this certification based on the scores reported for the TOEFL/TWE.

D. Students scoring between 550 and 600 on the TOEFL must begin their studies at RTS at the beginning of the Fall Semester. Students who score 600 or more may enroll at the beginning of any semester.

E. Continued English language education is strongly recommended for non-native speakers. The following colleges and university offer courses near the RTS Orlando campus. Please contact the Admissions Assistant for more information.
• **Seminole Community College:** [http://www.scc-fl.edu/adulted/els/](http://www.scc-fl.edu/adulted/els/)
• **Valencia Community College:** [http://www.centerforgloballanguages.com/iep.htm](http://www.centerforgloballanguages.com/iep.htm)
• **University of Central Florida:** [http://www.studyusa.com/factshts/ucf.asp](http://www.studyusa.com/factshts/ucf.asp)

### III. Applying for Financial Aid

*The Admissions Office must receive documentation of financial support for at least 50% of the amount needed for one year of study before an applicant will receive consideration for financial aid.*

An applicant is cannot be considered for financial aid until after he or she has been admitted to a degree program. After notification of acceptance to a degree program, the applicant may fill out the **on-line Financial Aid Application** at:

http://www.rts.edu/site/rtsnearyou/orlando/admissions/finances.aspx

If Reformed Theological Seminary provides a scholarship, the student’s native church or missionary society should provide equal financial support. This arrangement allows for maximum accountability to the sending church or organization and efficient stewardship of both the sending church’s resources and those of the Seminary.

Applicants outside of the United States and Canada who are applying for financial aid are strongly encouraged to provide an *official letter or statement from your home church* or regional denominational body. **The home church letter should indicate your church’s desire for you to pursue theological education; and their support of you to serve and minister in your home country when you complete your degree program.** Applicants who show evidence of substantial support from their native sending churches/organizations will be more likely to receive financial aid from the Seminary. Due to the number of students receiving financial aid it is unlikely that any student will be awarded financial aid beyond tuition costs alone.

An international student who is awarded Financial Aid in his/her first year of study at the Seminary may anticipate a similar award each subsequent year until the student’s academic program has been completed. However, each international student will be required to submit an on-line Financial Aid Application **each year** through the Admissions Office. The minimum requirements for completion of the various programs of study are:

- Master of Arts – 2 years
- Master of Divinity - 3 years

### IV. Financial Support Requirements

The estimated totals of monetary requirements for *each year* of study are listed below. These amounts include tuition for the regular academic year (summer tuition not included) and all living expenses such as housing, insurance, fees, books, food, and personal expenses are:

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Revised 02/2009

- 3 -
ANNUAL EXPENSES:

Single Student

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
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</thead>
<tbody>
<tr>
<td>Tuition and Fees</td>
<td>$11,820</td>
</tr>
<tr>
<td>Living Expenses</td>
<td>$16,728</td>
</tr>
<tr>
<td><strong>Total Annual Expenses</strong></td>
<td><strong>$28,548</strong></td>
</tr>
</tbody>
</table>

Married Student

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition and Fees</td>
<td>$11,860</td>
</tr>
<tr>
<td>Living Expenses</td>
<td>$25,092</td>
</tr>
<tr>
<td><strong>Total Annual Expenses</strong></td>
<td><strong>$36,952</strong></td>
</tr>
</tbody>
</table>

Married Student/Family

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition and Fees</td>
<td>$11,860</td>
</tr>
<tr>
<td>Living Expenses</td>
<td>$25,092</td>
</tr>
<tr>
<td>Dependent Expenses (1 child)</td>
<td>$12,900</td>
</tr>
<tr>
<td><strong>Total Annual Expenses</strong></td>
<td><strong>$49,852</strong></td>
</tr>
</tbody>
</table>

For each additional dependent add $12,900.

<table>
<thead>
<tr>
<th></th>
<th>Single</th>
<th>Married</th>
<th>Family</th>
</tr>
</thead>
<tbody>
<tr>
<td>Expenses</td>
<td>$28,548</td>
<td>$36,952</td>
<td>$49,852</td>
</tr>
</tbody>
</table>

An F-1 student is eligible for a campus work scholarship job, however positions are limited. This involves working 10-15 hours each week during the academic year. This will provide the applicant a small source of income during their studies at RTS Orlando.

V. Obtaining a Student Visa

To be eligible for entry into the United States for Seminary study, the completed Statement of Financial Resources (Form 1) with the attached documentation must be sent to the Admissions Office.

If you are the one providing the balance of your support, you must submit official bank certification* of funds on deposit in a readily accessible account. If other sources are providing that support, those individuals, churches or organizations must submit the following information directly to the Admissions Office:

1) bank certification* of funds available for your use, and
2) a letter specifying both the amount in USD$ that they are committing to your support and the duration of that support.

After all financial documentation has been received and reviewed by the Admissions Committee, and the applicant has been admitted to a degree program, then an I-20 will be issued. International students are required to pay all fees charged to obtain the F-1 Visa. The following web site provides helpful information for the consular interview: http://www.ice.gov/sevis/index.htm.

* Bank certification is an official document that must be issued by the bank or other financial institution where the funds are deposited.

VI. Preparing for and Arriving in the United States
Upon arrival in the U. S., the student should make an appointment with the Director of Admissions to receive basic orientation to the Seminary campus and have Visa documents checked. Questions regarding U. S. immigration laws and procedures may be clarified at that time. Prior to arrival in the U. S., questions of this nature may be clarified by calling or emailing the Admissions Assistant. We eagerly look forward to your arrival and time of study here with us!

There are a few things to remind you of as you are planning your move. There are transition costs for moving to the United States. Here are a few expenses that you will need to plan for:

1. **Travel**: Plane ticket to and from the U.S.
2. **Moving Possessions**: Extra cost for sending additional boxes of personal items (if applicable).
3. **Bank Account**: You will need cash to start a bank account ($100 U.S.). If you bring additional money, Traveler’s Checks are best.
4. **Transportation**: A used bike might cost $50-$150 and an inexpensive, used car might cost $3000.
5. **English Classes**: (if applicable). Please refer to websites in Section II.
6. **Apartment or Room rent**: Please contact the Community Affairs Coordinator at orlandocommunity@rts.edu if you need help with housing. RTS-Orlando does not have on-campus housing at this time.

PLEASE KEEP THIS PAGE AND ANY OTHER INFORMATIONAL PAGES THAT YOU WILL NEED AS A REFERENCE. ALSO, PLEASE KEEP A COPY OF THE FORMS THAT YOU SEND TO RTS IN CASE THE FORMS GET LOST IN THE MAIL. YOU MAY ALSO NEED A COPY OF THESE FORMS TO SHOW THE U.S. EMBASSY.
Form 1
Statement of Financial Resources

1) Complete this form and return it to the Admissions Office. Please be precise, as this information will be used to complete U.S. Immigration and Naturalization Service Form I-20. This form is only necessary for students who wish to obtain an F-1 student visa.

2) Attach a bank statement or official letter verifying the personal financial resources listed below.

3) Attach letters of verification from all persons and organizations that will be providing financial resources during your time of study in the U.S. These letters must specify the amount of money and number of years for which the support will be given (See Section V Obtaining Student Visa).

| 1. Name ________________________________ | 7. Marital Status __________________________ |
| 2. Address ______________________________ | 8. If Married, Spouse’s Name ____________________ |
| 3. Country of Residence __________________ | 9. Spouse’s Family Name, (if different from yours) |
| 6. Date of Birth (month/day/year) ____________ | 12. Spouse’s Date of Birth ________________________ |

| 13. Number of Children __________________ |

14. For Each Child, List The Following:

| 1. | Family Name | First Name | Date of Birth | Country of Birth | Relationship to you (son or daughter) |
| 2. | Family Name | First Name | Date of Birth | Country of Birth | Relationship to you (son or daughter) |
| 3. | Family Name | First Name | Date of Birth | Country of Birth | Relationship to you (son or daughter) |

Attach a separate sheet for additional children.

15. Degree Program _________________________

16. Expected Date of Arrival in the US ________________

17. Expected Date of Graduation _______________________

Revised 3/2007
**Form 1 continued**

### Current Resources
- Cash/Savings account
- Checking account
- Aid from family
- Aid from churches
- Other gifts
- Loans
- Scholarships (non-RTS)
- Grants (non-RTS)

Any other source (Please Specify)

### TOTAL RESOURCES

### Assets
(All items owned by you or your spouse with a value over $500 USD.)
- Home
- Computer
- Car
- Other property
- Stocks
- Bonds
- Money market

Other investments (Please Specify)

### TOTAL ASSETS

---

### Projected Expenses per Month

Please fill in your estimates of what you think you & your family will spend on each category.

<table>
<thead>
<tr>
<th>Budget Item</th>
<th>Your Current Monthly Budget</th>
<th>Your Projected Monthly Budget (at start of 09-10 school year)</th>
<th>Estimate Single</th>
<th>Estimate Married</th>
<th>Estimate Family w/ 1 or 2 Children</th>
<th>Estimate Family w/ 3+Children</th>
</tr>
</thead>
<tbody>
<tr>
<td>RTS Tuition = $345/hr</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Student Activities Fee</td>
<td></td>
<td></td>
<td>$8</td>
<td>$11</td>
<td>$11</td>
<td>$11</td>
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<tr>
<td>Books</td>
<td></td>
<td></td>
<td>$90</td>
<td>$90</td>
<td>$90</td>
<td>$90</td>
</tr>
<tr>
<td>Rent/Mortgage</td>
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<td></td>
<td>$425</td>
<td>$900</td>
<td>$1200</td>
<td>$1400</td>
</tr>
<tr>
<td>Food</td>
<td></td>
<td></td>
<td>$250</td>
<td>$450</td>
<td>$560</td>
<td>$615</td>
</tr>
<tr>
<td>Utilities (power, water, phone, trash)</td>
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<td></td>
<td>$100</td>
<td>$180</td>
<td>$210</td>
<td>$325</td>
</tr>
<tr>
<td>Medical Insurance</td>
<td></td>
<td></td>
<td>$68</td>
<td>$204</td>
<td>$300</td>
<td>$440</td>
</tr>
<tr>
<td>Life Insurance</td>
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<td></td>
<td>$16</td>
<td>$28</td>
<td>$42</td>
<td>$58</td>
</tr>
<tr>
<td>Auto Insurance</td>
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<td></td>
<td>$85</td>
<td>$85</td>
<td>$150</td>
<td>$150</td>
</tr>
<tr>
<td>Auto Payment</td>
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<tr>
<td>Auto Expense</td>
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<td></td>
<td>$120</td>
<td>$180</td>
<td>$200</td>
<td>$240</td>
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<tr>
<td>Laundry</td>
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<td>$32</td>
<td>$42</td>
<td>$52</td>
<td>$62</td>
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<tr>
<td>Medical</td>
<td></td>
<td></td>
<td>$100</td>
<td>$110</td>
<td>$180</td>
<td>$270</td>
</tr>
<tr>
<td>Incidentalals</td>
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<td></td>
<td>$100</td>
<td>$200</td>
<td>$300</td>
<td>$400</td>
</tr>
<tr>
<td>Tithes/Offerings</td>
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<tr>
<td>Taxes</td>
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<tr>
<td>Other (specify)</td>
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</tbody>
</table>
Form 2
Financial Aid Summary
FINANCIAL SUMMARY
for International Applicants

Please read the entire International Student Application Supplement before completing this form.

Name: ____________________________________________________________

Postal Address: ____________________________________________________

_________________________________________________________________

_________________________________________________________________

E-mail Address: _____________________________________________________

Degree Interest: ____________________________________________________

Please check one:

☐ I have sufficient financial resources to pay for all my expenses while studying at RTS.

☐ I plan to apply for financial aid from RTS, and I have sufficient money to provide for the additional expenses that I will need to pay for while attending RTS.

☐ I do not have sufficient financial resources to pay for my expenses while studying at RTS.

Indicate which (if any) RTS financial aid programs for which you wish to receive consideration.

☐ I wish to receive consideration for financial aid. I have also requested aid from a sending church or denomination in my home country.

☐ I wish to participate in the Church Partnership Program. I understand that I will be ineligible for additional grants.

☐ I wish to apply for a work study scholarship. I understand that I need to contact the Admissions Office about available jobs (which are not guaranteed).

I certify that this is an accurate reporting of my finances for the period specified above and that I will notify the Student Affairs Office of any changes with regard to this report. I have also read and understand the above information and instructions:

Signature: __________________________________________________________ Date: ________________________________

I certify that I am not a citizen or resident of the United States or Canada and that I will return to my country of citizenship upon graduation from Reformed Theological Seminary to serve the Christian church there. (Students from Canada do not need to sign below.)

Signature: __________________________________________________________ Date: ________________________________
# Form 3

## EDUCATIONAL BACKGROUND

Applicants must complete columns 1 through 9 (**IN FULL**) to be considered for admission. Name: ___________________

*Instructions to fill out this page are on the next page.*

<table>
<thead>
<tr>
<th>1</th>
<th>2</th>
<th>3</th>
<th>4</th>
<th>5</th>
<th>6</th>
<th>7</th>
<th>8</th>
<th>9</th>
</tr>
</thead>
<tbody>
<tr>
<td>Calendar Year</td>
<td>Age</td>
<td>Year in School</td>
<td>Level</td>
<td>Type of School</td>
<td>Full Name of School</td>
<td>Location of School</td>
<td>Language of Instruction</td>
<td>Certificates, Diplomas, or Degrees Earned</td>
</tr>
<tr>
<td>_____ to _____</td>
<td>1</td>
<td></td>
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<td>_____ to _____</td>
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<td>_____ to _____</td>
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<td>_____ to _____</td>
<td>13</td>
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<td></td>
</tr>
</tbody>
</table>
Instructions for completing the Educational Background form

**Column 1:** On each line write the appropriate calendar years (e.g. 1970-1971) for every school year you attended.

**Column 2:** Write your age at the time you attended each school. If you were 6 years old when you attended school for the first time, write “6” on the first line. Continue by writing your correct age for each grade you attended.

**Column 3:** Number the years you attended school. Your first year in number 1, your second year in number 2, etc. You must account for every year. If you were out of school for a length of time it must be noted. Allow one line for each year.

**Column 4:** For each school year enter the standard grade, form, class, sixième, cinquième, dixième, or whatever may be the name of the class level that you attended that year.

**Column 5:** Write the kind of school you attended (e.g., Kindergarten, Elementary, Grammar School, Secondary School, Grundschule, Volkschule, Mittelschule, Gymnasium, Lycee, Colegio, Ecole Superieur, Teacher’s College, University, etc.)

**Column 6:** Enter the name of each school you attended.

**Column 7:** Write the city, town, or village where each school you attended is located. Include country as well if school is located in another country other that your citizenship.

**Column 8:** Write the language used in class by teachers.

**Column 9:** Write the name of any examinations you passed or certificates, diplomas, or degrees you obtained at the end of that school year

Certified English translations of supporting documents from the secondary level and above must be sent directly to RTS.