



BLACK MINISTRIES PROGRAM: APPLICATION INSTRUCTIONS

- ☞ Completed applications for the Black Ministries Program (BMP) and all supporting materials are accepted on a rolling admissions basis. Decisions on applications submitted take approximately 6-12 working days after all the materials are received. All admission decisions are made by the program directors. Students will be notified of their status by mail.
- ☞ The BMP welcomes all students of all religions and denominational backgrounds. A baccalaureate degree is not required for admissions; however, credits from the program can be used toward an undergraduate degree through Charter Oak Community College. Other undergraduate institutions may award credit for ministry certificate program courses at their discretion. *Students who think they may want to seek undergraduate credit for their courses must opt for letter grades.* Students with advanced degrees can earn CEU credit for the courses.
- ☞ The applicant must supply the following:
 - 1) The completed application form and application fee of \$40.
 - 2) A personal statement of one to two pages in length. (Details outlined on application).
 - 3) Two letters of recommendation from persons able to assess the applicant's academic and professional potential: at least one letter needs to be from a minister or official of the denomination with which the applicant is affiliated. In order to facilitate this process, we recommend that you provide these persons with a stamped, pre-addressed envelope.

GENERAL INFORMATION

- ☞ Admission is granted only on the basis of the terms stated in the [Hartford Seminary 2011/2012 Catalogue](#) and in the admission letter.
- ☞ Tuition, fees, other related costs, and financial aid information are outlined in the [Hartford Seminary 2011/2012 catalogue](#), which can be made available at Hartford Seminary's Admissions or BMP offices. The cost of tuition for the Black Ministries Program is: \$210 per course (payable at the beginning of each course).
- ☞ Hartford Seminary's Certificate Programs provide limited, need-based financial aid assistance of up to 50% of the tuition (financial aid is not given for books). The financial aid section of the application must be complete in order to be considered.
- ☞ To check on the status of your application, please contact Marcia Pavao, Admissions Office, at (860) 509-9512 or email: mpavao@hartsem.edu.

Hartford Seminary policy prohibits discrimination against any individual on the basis of race, sex, sexual orientation, religious creed, color, age, national or ethnic origin, ancestry, marital status, present or past history of mental disorder, mental retardation, learning disability or physical disability including, but not limited to, blindness or veteran status, or any other reason prohibited by an applicable law or regulation in the employment of faculty, staff, and students; in the recruitment and admission of students; and in the operation of all Seminary programs, activities, and services. Additionally, the Seminary will not condone acts of violence or harassment reflecting bias or intolerance of any of the above mentioned classes. Evidence of practices that are inconsistent with this policy should be reported to the Office of the Dean.