



Knox College Checklist for BD Application

CHECKLIST FOR BD APPLICATION			
1	Online Application Form	<input type="checkbox"/>	
2	Statement of Purpose	<ul style="list-style-type: none"> - approximately 300 words, stating purpose and intent for applying for the specific program at Knox College - may be mailed or emailed 	<input type="checkbox"/>
3	Letter of Reference: Pastoral Reference	<ul style="list-style-type: none"> - Provide your referee with the Reference Letter Request Form which needs to be submitted with the reference letter - Must be mailed or emailed by the referees <i>directly</i> to Knox College. Applicants cannot submit the reference letters - Pastoral Reference: 	<input type="checkbox"/>
4	Letter of Reference: Academic or Employment	<p>All MDiv and CTS PL applicants should provide a reference letter from a minister. It does not have to be the current minister. If you are not able, please contact the Admissions Counsellor & Recruitment Coordinator.</p> <p>All other BD applicants may provide a reference letter from a minister or other spiritual care providers</p>	<input type="checkbox"/>
5	Official Transcripts	<ul style="list-style-type: none"> - You must submit for <i>all</i> post-secondary institutions you have attended (college diplomas, university degrees, and any <u>incomplete</u> diplomas or degrees) - Transcripts must be mailed <i>directly</i> from the issuing institution to Knox College - E-transcripts can be emailed - Copies are not acceptable - Emailed PDF files are acceptable if this is the only method available. Emails must come directly from the institution - We allow unofficial transcripts to be placeholders until the official transcripts arrive. This does not mean that your application will be complete with unofficial transcripts. If you are having difficulty submitting the official transcript in time, please contact the Admissions Counsellor & Recruitment Coordinator. 	<input type="checkbox"/>
6	Student Information Form	- mail the original or email a scanned copy	<input type="checkbox"/>
7	Professional CV/Resume	- mail the original or email a scanned copy	<input type="checkbox"/>
8	English Proficiency (if applicable)	<ul style="list-style-type: none"> - Please see the website for details about who needs to submit proof of English Proficiency (https://knox.utoronto.ca/english-proficiency/) - Test results that are older than two years at the time of submitting application cannot be accepted - ELP from University of Toronto is recommended 	<input type="checkbox"/>

Address all documentation to: **The Admissions Counsellor & Recruitment Coordinator, Knox College, 59 St. George St., Toronto, ON, M5S 2E6** or to knox.admissions@utoronto.ca