



Checklist for Basic Degree Applications			✓
1	Online Application Form	-Submit an Online Application Form for Basic Degree programs (CTS, MDiv, MPS, or MTS).	
2	Statement of Intent	- Submit 500 words (approximately) in a word document (.doc) or PDF (.pdf). - This file is submitted within the Online Application Form. This should not be submitted separately.	
3	Professional CV/Resume	- Submit 1-2 pages in a word document (.doc) or PDF (.pdf). - This file is submitted within the Online Application Form. This should not be submitted separately.	
4	Online Student Information Form	- Submit an Online Student Information Form for Basic Degree programs (CTS, MDiv, MPS, or MTS).	
5	Letter of Reference: Pastoral Reference	- All MDiv and CTS PLS applicants should provide a reference letter from a Minister. It does not have to be the current Minister. - All other BD applicants may provide a reference letter from a Minister or other spiritual care providers. - The reference cannot be a family member.	
6	Letter of Reference: Academic <u>or</u> Employer Reference	- All applicants must provide a reference letter from either an academic <u>or</u> employer. - The reference cannot be a family member.	
7	Official Transcripts	- Copies of transcripts are <u>not</u> acceptable. - You must submit official transcripts for all post-secondary institutions you have attended (ex. college diplomas, university degrees, and any <u>partial/incomplete</u> studies). - Official transcripts must be mailed directly from the issuing institution to Knox College. - Official e-transcripts can be emailed directly from the issuing institution.	
8	English Proficiency (if applicable)	- English Proficiency results should be mailed or emailed directly from the testing center. - If a letter certifying English Proficiency is being provided, this should be sent either by mail or email directly from the institution to Knox College.	

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

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