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Statement of Purpose

Taiwan Theological College and Seminary was founded in 1872 and in 2009 the Post-graduate Department was established to provide programs for the degrees of Master of Theology and Doctor of Philosophy. The establishment of the Post-graduate Department is to prepare the best qualified persons for theological research and education for the area, and designed to connect our faculty members with other theological academicians so that our students are able to engage in advanced academic research in Asia. As such, students are able to acquire well-recognized degrees. When Taiwan Theological College and Seminary was accredited by Taiwan's Ministry of Education, its name was formally changed to "Taiwan Graduate School of Theology." Starting in 2017, Taiwan Graduate School of Theology is officially approved to receive applications for the Master of Theology degree.

- (1) To assist, especially those in the Asian regions, who have acquired basic theological degrees and who possess research abilities that straddle the boundaries of ethnicities, cultures, and nationalities; to offer an environment and resources that enrich one's faith and academic research;
- (2) To nurture potential students who have the ability to do professional theological research, writing and teaching; to provide critical thinking and reflections on the current inter-related socio-cultural thought and trends;
- (3) To provide a platform for networking in the various areas of theology; to have communication regarding studies on Christian Thought with other research organizations, such as colleges and graduate schools.

Faculty

Old Testament

Tsong-sheng Tsan Humboldt, Dr. theol.	Introduction to Old Testament, History of Israelite Religion, Syncretism in Old Testament, Feminist Theology and Study of Old Testament, Bible and Hermeneutics: Studies on Narrative, The Book of Judges, The Book of Genesis
Wan-lin Hsu Sheffield, Ph.D.	Approaches in Biblical Studies, Theology of Old Testament, Deuteronomistic History, Biblical Hebrew, Prophet and Prophecy in Ancient Israel, Interpretations and Applications of the Psalms, The Book of Twelve
Hung-Chuan Lai Union Presbyterian Seminary, Ph.D.	Biblical Hebrew; Ezra–Nehemiah; Isaiah; Ethnicity and Jewish Identity; Intertextuality and Inner-biblical Exegesis; Literary Approaches to the Old Testament (Narrative and Metaphor); Archaeology and Biblical Interpretation

New Testament

Sun Po Ling Southern Baptist Theological Seminary, Ph.D.	Introduction to the New Testament, Gospel Studies, Homiletics, Hermeneutics, Johannine Literature, the Book of Revelation
Chi-jung Chiu SEAGST, D.Th.	Introduction to the New Testament, Biblical Greek, New Testament Theology, Pauline Theology, The Study of Rhetoric in Pauline Letters, Philippians, I and II Timothy, Synoptic Gospels
Menghun Goh Vanderbilt, Ph.D.	Pauline Studies, the Historical Jesus Search, Second Temple Judaism, Semiotics, Continental Philosophy
Chih-wei Chang North-West, Ph.D.	Greek of New Testament, New Testament theology, Pauline theology, Metaphorical Theory in the New Testament, Socio-Historical study in the New Testament, Structural Analysis of Greek in the New Testament.

Church History / History of Christian Thought

<p>Yang-en Cheng Princeton, Ph.D.</p>	<p>History of Christianity, History of Christian Thoughts, Reformation Movements, History of Christian Social Trends, History of Christianity in Taiwan, History of Christianity in Asia, Two-Third World Theologies, Indigenous and Contextual Theologies</p>
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Systematic Theology

<p>Hong-hsin Lin Tuebingen, Dr. theol. Nottingham, Ph.D.</p>	<p>Introduction to Theology; History of Doctrines, Systematic Theology, Doctrine of Church, Doctrine of the Holy Spirit, Images of God, Sin and Shame, Modern Christian Thoughts, Theology of Calvin, Theology of Luther, Reformed Theology, Theology of Paul Tillich, Theology of Moltmann, Theology of C.S. Lewis, Narrative Theology, Sino-Christian Theology, Western Modern Philosophy and Religion, Hermeneutics, Christian Education, Selected Readings of Educational Philosophy, Selected Readings of Theories of Christian Education</p>
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Christian Ethics

<p>Shang-jen Chen Princeton, Ph.D.</p>	<p>Christian Ethics, Sexual Ethic, Life Education, Biomedical Ethics</p>
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Religion and Society

<p>Kai-Li Chiu Princeton, Ph.D.</p>	<p>Womanist and Feminist Theologies, Postcolonial Studies, Third World Theologies, Theology and Taiwan Indigenous Studies, Fourth World Theologies, Theology and Political Theories, Theology and Culture, Postcolonial Theologies</p>
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Practical Theology (Homiletic / Worship)

<p>Tzu-lun Tsai Drew, Ph.D.</p>	<p>American Congregational preacher Horace Bushnell, History of American preaching, Contemporary preaching, History of preaching and worship and issues between Word and Table, Reformed worship</p>
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Practical Theology (Church Musics)

<p>Chen, Shu-fen Viola Southwestern Baptist Theological Seminary, D.M.A.</p>	<p>Philosophy and Practice of Church Music, Congregational Songs, Music in Worship, Accompanying Skills, Piano Literature</p>
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Practical Theology (Christian Spirituality Counseling)

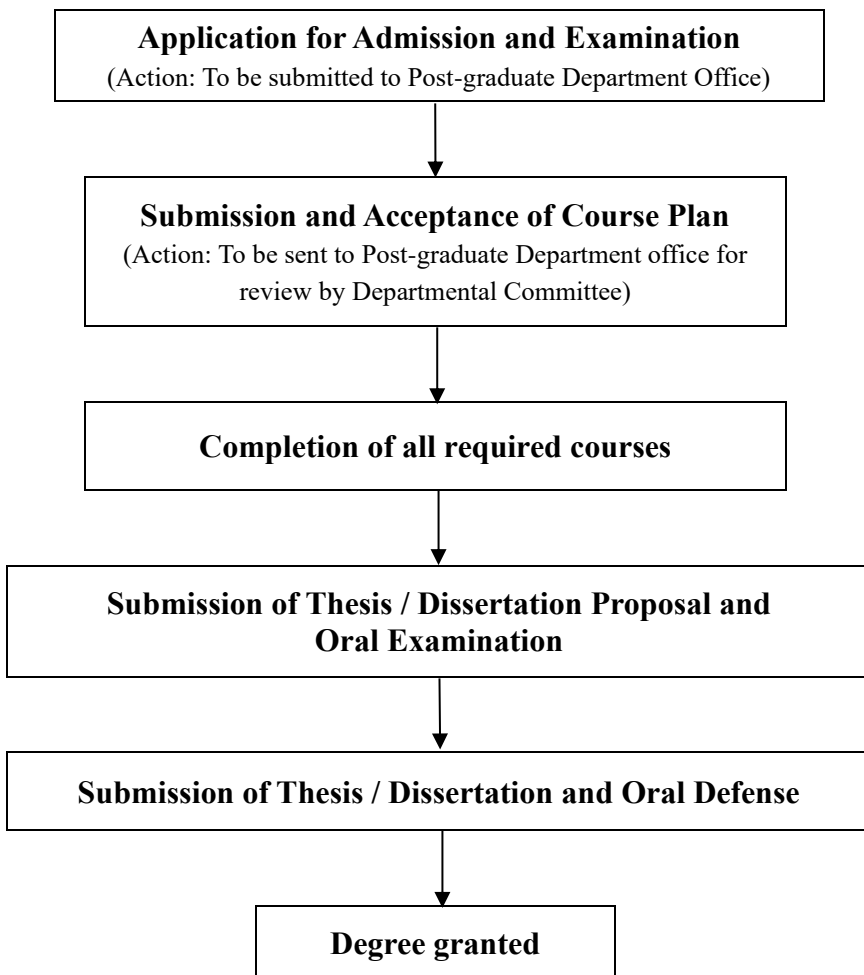
<p>Yu-Fen Chien National Chengchi University Ph.D.</p>	<p>Psychology, Personality Psychology, Holistic Career Development, Psychological Insight and Mental Health, Qualitative Research Methods, Adverse Childhood Experiences, Holistic Integration of the Body, Mind, and Spirit, Pastoral Counseling, Christian Perspective on Mental Trauma and Healing, Reflection and application of counseling theory in pastoral work</p>
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Missions

<p>Jonathan Seitz Princeton, Ph.D.</p>	<p>Mission Studies, History of Religions, Ecumenism, Conversion theory, Christianity in East Asia, World Christianity, Christianity and World History, Christianity and Local Religions, Mission and Evangelism, Pluralism, Witness, and Dialogue, Sinology and Theology, American Presbyterian History, Jonah and the Biblical Theology of Mission</p>
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(I) Education Matters

Procedure of Study



Information on Application for the Post-graduate Programs Master of Theology (Th. M.)

Areas of Research:

Old Testament; New Testament; Church History; History of Christian Thought; Systematic Theology; Christian Ethics; Religion and Society; Practical Theology (Homiletic/Worship/Church Musics/Christian Spirituality Counseling); Missions.

1. Qualifications

- (1) Applicants must have a degree from a national or private university, or other equivalent degree or diploma. Normally the applicants have completed the M.Div. (Master of Divinity) or a similar degree;
 - (2) Those applying for the Th.M. in Counseling must hold a M.A. in Counseling or its equivalence.
 - (3) Those applying for the Th.M. in Music must hold a M.A. in Music or its equivalence.
 - (4) Those with prior graduate degrees must normally have their credentials reviewed by the Department Committee.
 - (5) Applicants need to pass the review of all documents by the Committee of the Post-graduate Department, a written examination, and an oral examination, in order to be accepted.
- ※ To qualify for equivalence to the M.Div degree: applicants must at least hold a two-year M.A. (such as, Master of Biblical Studies) in an accredited seminary. The qualification has to be approved by the Committee of the Post-graduate Department. After entrance, students who are admitted in the capacity of “equivalence to the M.Div. degree” must take additional “M.Div. core curriculum” courses in order to reach the academic level required.

2. Admission Deadlines

- (1) Application submission: January 1-February 26 (must be postmarked by February 26).
- (2) The admission documents should be mailed by post to the Post-graduate Department.

3. Admission Documents

- (1) A completed application should include a copy of admission application, a copy of the questionnaire, two recent, two-inch photographs (headshots), a soft copy of the photograph, and a soft copy of the applicant's information.
- (2) A copy of undergraduate and graduate academic diplomas with their official transcripts.
- (3) Autobiography (less than one page)
- (4) A plan of study of no more than 1,000 words describing the research topic, its methodology, its contribution to scholarship and his/her plan for full-time or part-time study.
- (5) A medical examination report from an accredited hospital. The report is to include Hepatitis B test and Chest X-ray test.
- (6) Recommendation letters from two professors.
- (7) A recommendation letter from an official of a church or a teacher of an academic organization.
- (8) An application fee of NT\$2,500 for a local applicant or US\$120 for an international applicant.
The applicant should pay the complete fee of remittance. When remitting the application fee, please select "Received in Full Amount" or "Full Amount Remittance."
- (9) A copy of receipt for remitting application fee.
- (10) A research paper: e.g. your M.Div. term paper, between 7,000 and 8,000 words.

4. Guidelines for Entrance Examination

◇ Written Examination

- (1) Professional knowledge and argumentation: The applicant needs to have a certain amount of professional knowledge of her/his field. The examination tests the applicant's professional knowledge (50%), articulation (25%), and clear reasoning (25%). Every mid-October, the school's website will list the reference books required for the examination.
- (2) Theological English. Reading comprehension (30%) and proficiency in theological English (70%). Reading comprehension tests the applicant's basic vocabulary and ability to comprehend an article. The question types include single choice (mainly) and short answer. The test questions for theological English come from the

applicant's specialty area (a book excerpt of no more than 6 pages). He/she has to summarize excerpt and articulate its main points. A word-for-word translation is not required. The purpose is to test the applicant's comprehension of the excerpt. If part of the excerpt is finished, it will be graded according to the part in percentage, e.g., if 80% is finished, he/she may receive the most up to 56 points.

- (3) During the professional knowledge and argumentation exam, applicants may use a printed or electronic Bible (only the Bible function may be used). If cell phone is used, only the Bible app/website may be used; use of other functions is considered cheating.
- (4) During the theological English exam, applicants have to complete and turn in the reading comprehension part before writing the proficiency in theological English part. During the reading comprehension session, use of a printed or electronic English-Chinese dictionary is not allowed. During the proficiency in theological English session, applicants are permitted to use a printed or electronic English-Chinese dictionary (only provides dictionary function). If he/she uses a smart phone, the student may only use the dictionary function. Use of other apps is considered cheating.
- (5) The total duration of the examination for each subject is two hours. The applicant needs to write 2200 Chinese characters for the professional knowledge and argumentation exam; he/she needs to write 1400 characters for the proficiency in theological English session.
- (6) Applicants should bring their own pens. The types of pens are restricted to ballpoint pens or fountain pens in black or dark blue.

◇ Oral Examination. The faculty of the Post-graduate Committee will interview the applicant, ordinarily for 30 minutes, and a video will be kept to ensure the fairness of the process.

◇ Admission Standards:

- (1) The written exam is 100 points, with 60 necessary to pass. Applicants with any subject of the written exam scoring under 60 will not be admitted (on the basis of rounding occurs to the second figure after the decimal point). The professional knowledge and argumentation examination counts for 50%, with the theological

English the other 50%. Applicants with lower than 80 points of the oral exam will not be admitted.

- (2)The Committee of the Post-graduate Department will make a decision for the minimal result for the admission. A waiting list might be offered. If the qualified students have not reached the number of the recruited, the admission will be kept insufficient. If there are same results for different applicants, then the decision will depend on the result of the oral exam.
- (3)Applicants absent at any of the subject exam will not be admitted.

5.Academic Policies

- (1)The requirement for a ThM student is: professional courses 12 credits, common courses 18 credits (colloquium 6 credits, thesis proposal 6 credits, seminar on thesis 6 credits) and a thesis. In case a student wants to reach the requirement without thesis, he/she does not need to take the 6 credits of thesis proposal but must take another 18 credits of professional courses as (2)③.
- (2)There are three ways to meet the requirement of the curriculum in addition to the common courses:
 - ①For those who have an academic advisor, the academic advisor will work with the student to determine four professional courses and a direction for the thesis (see (3)).
 - ②For those who do not yet have an advisor, they will first select four Professional courses (see below) and by the end of the first year they will work with an advisor to determine their direction.
 - Topics in Systematic Theology
 - Topics in New Testament Research
 - Topics in Historical Research
 - Topics in Old Testament Research
 - ③Select ten professional courses for study (see below), and before completion of this curriculum, the student will write a short thesis of at least 35,000 characters, which will be graded by three professors (supervising professor, internal professor, external professor).

Topics in Systematic Theology	x2
Topics in New Testament Research	x2

Topics in Historical Research	x2
Topics in Old Testament Research	x2
Electives	x2

Note:

Students who are admitted but during the beginning of the first semester without an advisor yet, should select one of the latter two ways.

(3) For ThM students who already have an advisor selected at the time of entry:

- ◇ Students should select four professional courses in conjunction with their advisor (among these, one course should be outside the major field). Each student should take two courses per semester.
- ◇ In the first year before July the student should meet with her/his advisor, and before August s/he should select the courses. The academic advisor, together with the student, will decide on the courses to take, and the student needs to complete and submit the “Course Selection Form” to the Postgraduate Department.
- ◇ Beginning with the second semester of the first year, the student will meet with her/his academic advisor to discuss her/his progress, and within a month after the exam week, the student will select her/his courses and submit the course registration to the Postgraduate Office.
- ◇ The name of the course needs to be in English and Chinese, and the syllabus needs to list the course contents, dates, and requirements. A copy of the syllabus should be given to the Postgraduate Office.
- ◇ The Postgraduate Committee oversees and reviews the progress of postgraduate students.
- ◇ Each course counts for three (3) credits and follows the method developed by the professor (each course should include at least 15 hours of class time). The course could be conducted in the following manner:
 - (a) Seminar format. Twice monthly sessions of 2.5 hours, eight (8) sessions for one semester;
 - (b) Tutorial format. The teacher and student should meet for six (6) to eight (8) sessions during the semester.

- ◇The professional courses may not include courses that share an identical title; outside courses are limited to one course.
 - ◇The professional courses must be completed with each credit requiring 400+ pages of academic reading.
- (4)For ThM students who do not yet have an academic advisor:
- ◇In the first semester of the first year, by the end of September, the student should complete the course selection and submit the “Revised Course Selection Form” to the Postgraduate Office.
 - ◇Beginning with the second semester of the first year, the student should complete the course selection within a month at the end of the exam week and submit the “Revised Course Selection Form” to the Postgraduate Office.
 - ◇The Postgraduate Committee oversees the course selection of students.
- (5)Term papers are to be submitted within one (1) month after the end of each semester. The papers are to be reviewed and graded by the professor(s) within two weeks.
- (6)Common courses
- ①Colloquium: ThM students take turns for the work of presentation and comment, 3 credits for each semester, totally 6 credits for 2 semesters.
 - ②Thesis proposal: The completion of thesis proposal under the supervision of the academic advisor, 3 credits for each semester, totally 6 credits for 2 semesters.
 - ③Seminar on thesis : The presentation of a ThM thesis or PhD thesis and discussions thereafter, 3 credits per semester, totally 6 credits for 2 semesters.
- (7)For those required by the Committee, the ThM students in Counseling must complete one year of MDiv courses or one year of MA courses in Counseling, and the ThM students in Music must complete one year of MDiv courses or one year of MA courses in Music.
- (8)ThM students must attend class at least one year, and the study period is limited to four years (including any periods of withdrawal, which are limited to at most two years).
- (9) If he/she cannot enroll the same year of being admitted, a student can apply to retain his/her admission status for two years at the most.

- (10)ThM students must be in residence at least one year, according to the following standard:
- (a)Students must do the full time study under their advisor.
 - (b)During the period of study, the student must take two professional courses a semester.

6.Submission of Master’s Thesis Proposal and Oral Examination

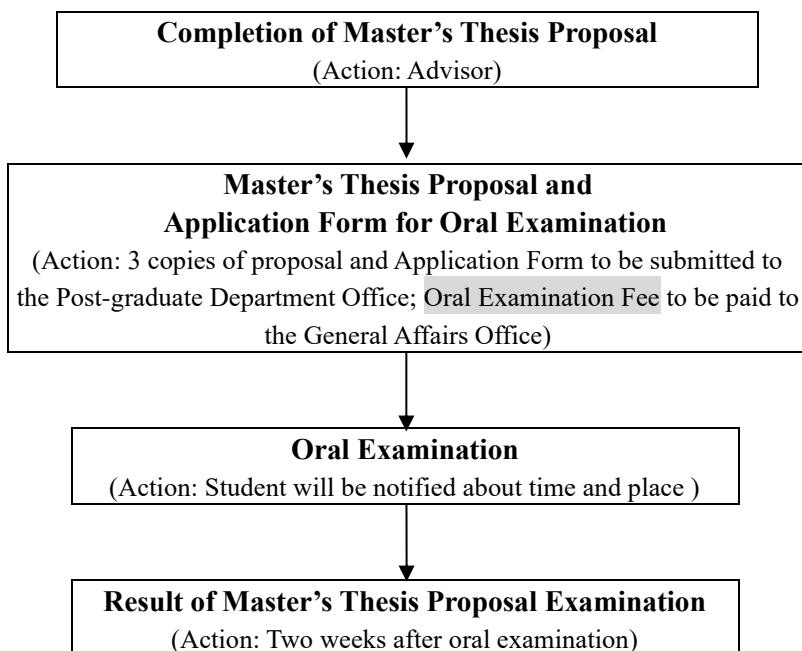
- (1) The prerequisites for submission of a Master’s thesis proposal are: completion of four professional courses (each reaching at least 80 points), six times of colloquium on the attendance record, four times of thesis symposium on the attendance record. Having completed all the prerequisites, the student must submit her/his Master’s Thesis Proposal within one year, guided by the advisor. For students admitted with conditions, they must complete all the required courses (whether in MDiv, MA in Counseling or Music) before they can apply for examination of their Master’s Thesis Proposal.
- (2)The standard length of the proposal must be no less than thirty (30) pages (excluding bibliography), and including:
- 1.Topic
 - 2.Purpose and research methodology
 - 3.Overview of relevant research
 - 4.Contents (including details of chapters and sections)
 - 5.Major bibliography
 - 6.Chapter Sample: one chapter of the thesis.
- (3)An application for an oral examination form is to be filed by the student. Three professors will be appointed to be his/her examiners, of which one is his/her advisor, a second is from within the seminary, and the third is an external examiner. The internal (second) examiner will be appointed as chair of the committee.
- (4)The deadline for the submission of the Master’s Thesis Proposal and application for approval is as follows:
- First Semester: September 1st.** If it is a holiday, the deadline will be postponed until the first workday following. (If one fails to turn in the final draft on the deadline, a grace period of one month is allowed, though one still has to send a penultimate draft and an application for delayed submission form).

Second Semester: The first class day of this semester. (If one fails to turn in the final draft on the deadline, a grace period of one month is allowed, though one still has to send a penultimate draft and an application for delayed submission form. For those who do so, the department does not guarantee that the oral examination can be scheduled for earlier than June).

At the time of submission the student shall pay an assessment fee and submit three paper copies of the thesis.

※The “penultimate draft” can be either paper copy or electronic copy (pdf).

(5) Procedure for the submission of Master’s Thesis Proposal



(6) The grades given by evaluators for the Th.M. will be:

- (a) Pass
- (b) Pass with revisions: revisions must be completed within one month.
- (c) Revise and resubmit: revisions must be completed in three months.
- (d) Fail: must resubmit dissertation within half a year and retake oral defense.

7. Submission of Master's Thesis and Oral Defense

- (1) The thesis is to be supervised by his/her advisor.
- (2) In principle, the word count of the thesis should be 30,000~50,000 words in English (excluding footnotes). However, with the advisor's consent, the student may request in writing for an increase in the word count. The request is to be submitted to the Post-graduate Committee.
- (3) An application for an oral examination is to be filed by the student. The three examiners who participated in the proposal together with the chairperson are appointed to participate in the oral examination.
- (4) The deadline for the submission of the Master's Thesis Oral Defense and application for approval is as follows:

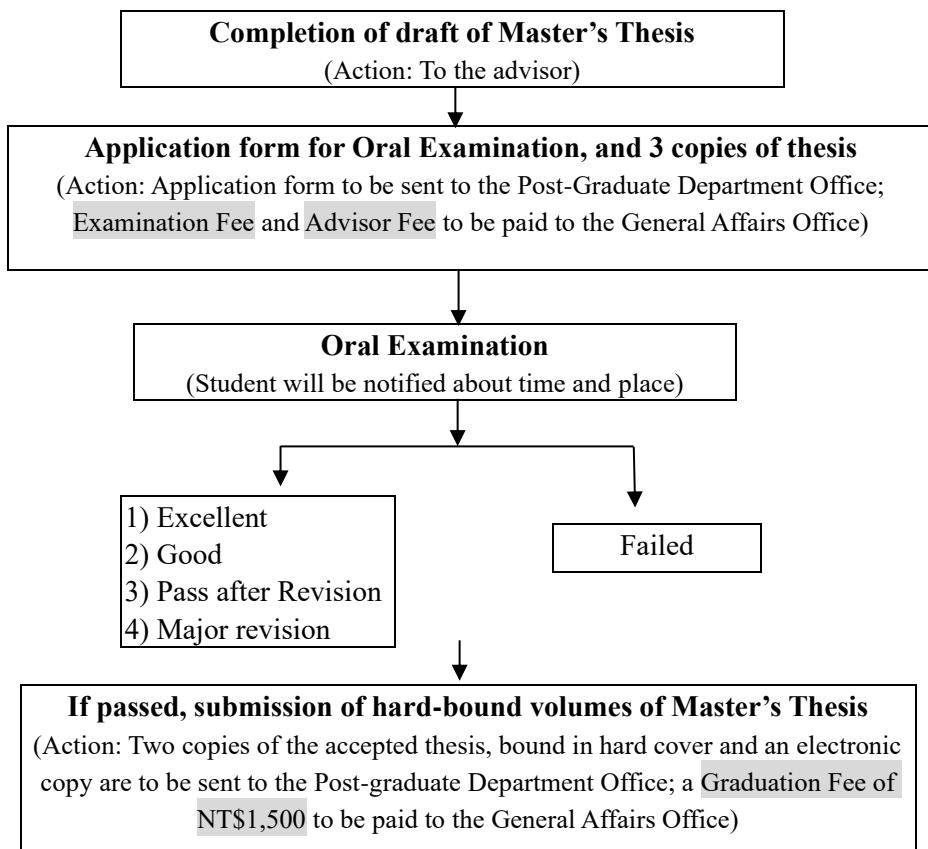
First Semester: September 1st. If it is a holiday, the deadline will be postponed until the first workday following. (If one fails to turn in the final draft on the deadline, a grace period of one month is allowed, though one still has to send a penultimate draft and an application for delayed submission form).

Second Semester: The first class day of this semester. (If one fails to turn in the final draft on the deadline, a grace period of one month is allowed, though one still has to send a penultimate draft and an application for delayed submission form. For those who do so, the department does not guarantee that the oral defense can be scheduled for earlier than June).

At the time of submission the student shall pay an assessment fee and submit three paper copies of the thesis.

※The “penultimate draft” can be either paper copy or electronic copy (pdf).

(5) Procedure for the submission of the Master's Thesis



(6) The thesis in Oral Defense may be graded as follow:

- Excellent
- Good
- Pass after Revision (the revisions must be made within a month and resubmitted to the thesis advisor and chair of the oral exam)
- Major revision (the revisions must be made, e.g. constructional revision and whole chapter revision, within three months and resubmitted to the thesis advisor and chair of the oral exam)
- Fail

8. Graduation

In order to graduate within the duration of study (four years in total), the student must make sure to submit two hard-bound volumes of the master's thesis, authorization form for the school library, and an electronic copy of the thesis as required by the digital archives of the school library by July 31 (for those who first enrolled in September) or January 31 (for those first enrolled in February) of the fourth year. Only when the student is certain to fulfill these requirements and to complete the procedure to leave school can he/she graduate in time and attend the commencement ceremony in June.

9. Semester Grading Scale

百分制分數	等級	GPA	備註
93-100	A	4.0	
90-92	A-	3.7	
87-89	B+	3.3	
83-86	B	3.0	
80-82	B-	2.7	* 神博及格標準
77-79	C+	2.3	
73-76	C	2.0	
70-72	C-	1.7	
67-69	D+	1.3	
63-66	D	1.0	

If the student disagrees with her/his grade, s/he could appeal with the advisor's consent to the Post-Graduate Committee. The Committee then will meet to discuss the appeal.

10. Regulation on Observing the Proposal or Thesis Examination

Auditing members are open to the Post-graduate Department students and professors. Except them, one has to apply with an official written form by the application deadline, acquire the approval of the program director, and notify the chair of the examination so that he/she can sit in the examination.

11. Colloquium

- (1) The colloquium is a required course for first-year students. First-year students must attend and sign in each time (six times in total). Those who cannot attend must receive permission from the program director and submit the permission to be absent form. They must make up for the required number of attendance before they can submit the application for thesis proposal examination.
- (2) The colloquium is held at Room 115 (Grand Meeting Room). Make sure to sign the attendance sheet each time on the table near the entrance.
- (3) The student reading the paper must send a condensed form of the paper (not exceeding 10 pages) a week before the colloquium. He/she is allotted a 15-minute presentation time and required to present with Powerpoint.
- (4) The responding student is given a 10-minute response time.

12. Thesis Symposium

- (1) Objective: The thesis symposium invites scholars with a Ph.D. or a Th.M. degree to present on how they formulated, structured, wrote, and revised their dissertations or theses. The presentation is followed by an open discussion. The objective is to help students develop their own theses through concrete examples.
- (2) This is a required course for first-year students. First-year students must attend and sign in each time (four times in total). Those who cannot attend must receive permission from the program director and submit the permission to be absent form. They must make up for the required number of attendance before they can submit the application for thesis proposal examination.
- (3) The symposium is held at Room 115 (Grand Meeting Room). Make sure to sign the attendance sheet each time on the table near the entrance.

13. Forum for First-Year Students upon Admission

- (1) First-year students must attend. Those who cannot attend must receive permission from the program director and submit the permission to be absent form.
- (2) The forum is held at Room 115 (Grand Meeting Room). Make sure to

sign the attendance sheet on the table near the entrance.

(3) Following the forum, the student will have a meeting with the advisor.

14. Forum for First-Year Students upon Registration

(1) First-year students must attend. Those who cannot attend must receive permission from the program director and submit the permission to be absent form.

(2) The forum is held at Room 115 (Grand Meeting Room). Make sure to

(3) sign the attendance sheet on the table near the entrance.

15. Workshop on Thesis Writing and Format

(1) First-year students must attend. Those who cannot attend must receive permission from the program director and submit the permission to be absent form.

(2) The workshop is held at Room 115 (Grand Meeting Room). Make sure to sign the attendance sheet on the table near the entrance.

(3) All students must submit the required assignment before the workshop.

16. Guided Tour to the School Library

(1) First-year students must attend. Those who cannot attend must receive permission from the program director and submit the permission to be absent form.

(2) The tour is held at Room 115 (Grand Meeting Room) and the School Library. Make sure to sign the attendance sheet on the table near the entrance to Room 115.

(3) All students must bring with them the required assignment and equipment.

(II) Finance

1. Tuition and Regulations

Registration Date: In mid-September and mid- February (Announced by the School). The Post-graduate Department will notify with an email.

Registration Method: Please print the tuition fee notice from Taiwan Graduate School of Theology's administration system, or inquire the office about the registration fee and registration account.

Ways of Payment:

- (A) ATM or Online Payment: Pay with a credit card / debit card using an ATM machine; or pay using online ATM transfer. The school cashier counter provides a credit card reader. Note: A processing fee will be charged for those using ATMs or credit /debit cards not authorized by E. Sun Bank.
- (B) Transfer the registration fees to the school account at E. Sun Bank, Songjiang Branch. Please provide the registration account on the tuition fee notice. Note: A processing fee will be charged for those paying at a bank other than E. Sun Bank.

Taiwan Theological College and Seminary Account
Bank: E. Sun Commercial Bank, Songjiang Branch
Beneficiary's Name: Taiwan Graduate School of Theology
Beneficiary's Account: 1056-940-014045
(Bank Code: 808; Branch Code: 1056)

Tuition Fees and Other Costs (estimated) for Th.M.

Items	Amount	Description	Payment
Application fee	NT\$2,500 for local applicant	US\$120 for international applicant	Pay at time of application
Miscellaneous Fee	NT\$9,500 per semester	Four (4) semesters for the Th.M. program.	At registration
Tuition	NT\$32,700 per semester	Four (4) semesters for the Th.M. program.	At registration

Fee for Proposal Examination (Thesis/Dissertation Proposal)	NT\$8,200	Three examiners, and an examination chair (acting)	On submission of application
Fee for Oral Defense Examination (Thesis/Dissertation)	NT\$14,200	Three examiners, and an examination chair (acting)	On submission of application
Advising Fee	NT\$12,000		On submission of application
Make-up Credit Fee	NT\$2,000 per credit		
Student miscellaneous basic fee	NT\$1,500 per semester	From the third year, to retain enrollment	At registration
Retaining Enrollment Fee	NT\$1,000 per time	limited to at most two years	
Student Insurance Fee	NT\$280 per semester		At registration

Notes:

- 1.Th.M. students must pay the tuition, registration, and miscellaneous fees in full amount at registration in the first and second years of their study. For students required to take make-up courses in the M.Div., M.A. in Counseling, or MA. in Music, they must pay for each credit to the Office of Academic Affairs. If a student needs to re-take or to take additional Th.M. or Ph.D. courses, s/he needs to pay additional course fees.
- 2.In the first and second years of enrollment, the students should pay the following fees each semester: miscellaneous fee, tuition, student insurance fee.
- 3.When an enrolled student cannot complete registration and payment on time due to some special conditions, a written notice should be submitted to the Admission Committee to ask for leave of absence. The overdue fee for late registration is NT\$100 per day (the maximum duration of leave of absence is one week, except for those who are granted a longer period).
4. After the period of “add/drop courses,” students should pay the credit fee for the additional courses they take before the announced deadline. The deadline is strictly enforced. A fine of NT\$100 per day will be charged for those who fail to do so.

5. The admitted students who cannot enroll in the same year of admission: they can apply for retention of student status (free of charge) if they meet the conditions specified in the sixth article of the School Constitution (serious illness, low-income, compulsory military service, inability to enroll in time for international students, other force majeure conditions, or pregnancy and childbirth). If a student does not meet the conditions above but still wants to delay enrollment, he/she needs to be registered first and then apply for withdrawal (up to two years at most.) He/she also needs to comply with other rules in the School Constitution.
6. For the financially challenged, they can apply to pay the tuition and fees in installments. The application form can be obtained from the cashier counter at the Joint Administration Office. One needs to obtain the signatures of the advisor and the chaplain and submit the form by the specified date. A delayed application will not be considered.
7. A note for international students: after holding the residence permit for six months, an international student can apply for National Health Insurance in Taiwan at the Shilin District Office. The conditions are that one may only leave Taiwan once (for 30 days at most) within the six months. The insurance fee is NT\$749 per month.
8. For application for scholarship and student grants and other information, please see the announcement of the Post-graduate Department Office.
9. For those taking the course as elective or auditing the course, they must receive the professor's permission, and pay a fee of elective (NT\$11,300) or a fee of auditing (NT\$5,650).

2. Fees for Room and Board and other Regulations

- (1) Application. The assistant will send an email to survey the need to apply for a dormitory before the end of May.
- (2) If successful, the newly enrolled students need to complete the necessary documentation: housing fee, housing fee deposit, and a room checklist. After which, the warden of the dormitory will dispense the house key.
- (3) Winter and summer vacations. Single dormitory rooms are not available during the summer vacation; however, under special circumstances, students can apply to the Post-graduate Department.

- (4) For other housing policies, please refer to “Regulations on Room and Board” in the Handbook of Taiwan Graduate School of Theology.
- (5) Meals on campus are on an individual and cash basis. For breakfast, each meal costs NT\$45; for lunch and dinner, each meal costs NT\$65/NT\$70 (guest).
- (6) Meal plans for students living on-campus: for Th.M. and Ph.D. students in single dormitory, at least six meals per week are required; for Th.M. and Ph.D. students in family flats, at least three meals per week are required. Family members of the enrolled student could dine at the dining hall but will be charged on individual and cash basis. For Th.M. and Ph.D. students who commute, they are exempt from the meal plan requirement.
- (7) Students living on-campus need to go to the seminary web system to register for the next week’s meals before 12:00 pm each Wednesday. For those who fail to do so or do not meet the meal plan requirement, the web system will automatically register their meals next week according to this week’s pattern.
- (8) At the end of each semester, the Post-graduate Department will inform students about the dining fee. Please go to the Cashier and pay the fee.
- (9) Time of meals.
 Breakfast: Tuesday to Friday from 7:30am to 8:30am.
 Lunch: Monday to Friday from 12:00pm to 12:50pm
 (meals are not served after 1:20PM).
 Dinner: Monday to Thursday from 5:30pm to 6:00pm
 (meals are not served after 6:20PM).
- (10) Students are responsible for their own dining utensils which are to be kept in the allocated place in the cafeteria.
- (11) The following are room and board and other costs (estimated):

Items		Amount
Housing fee	Single dormitory room	NT\$8,100 per semester with a deposit of NT\$2,000. An additional NT\$1,600 for the summer and NT\$1,600 for the summer
	Family Flat	from NT\$2,200 to \$3,600 per month (A two-month rental deposit)

Internet cost	Resident	NT\$1,000 per semester
	Non-resident	NT\$250 per semester
Water cost	Family Flat	NT\$100 per month
Electricity cost	As per usage recorded by the electric meter.	
Board costs	Resident	A deposit of NT\$6,000 per semester.* At least six meals per week are required for student in single dormitory; at least three meals per week are required for student in family flat.
		*The deposit will be adjusted against the dining costs incurred by the enrolled student for the semester. Any adjustment will either be paid by the student or refunded to him/her.
Parking cost	Motorcycle	NT\$200 per school year
	Motor Car	NT\$500 per school year

(12)Boarding Limitation: Th.M. students no more than 2 years.

3. Application for Scholarship and Student Grant

- (1)Basic qualifications: after completing the basic courses for residency and receiving grades, the student may apply for scholarship aid.
- (2)The Post-graduate Committee will assess the application based on the applicant's academic studies, his/her code of conduct, and his/her family's financial condition.
- (3)Priority of scholarship and student grant is given to students who are not supported by any church or organizations. However, students who are under difficult circumstances and special needs, could apply.
- (4)Application for scholarships and student grants will be announced at the beginning of every school year. All the applications should be submitted before the deadline. The Post-Graduate Committee will assess the applications and announce the award accordingly.
- (5)The awarding of scholarship(s) and the student grant(s) are subject to the availability of funds.

- (6) In the course of their studies, if students who have been awarded scholarships and grants withdraw from their studies and are unable to complete their graduation requirements, they are obligated to reimburse the cost of the award to the Post-graduate Department.
- (7) To encourage applicants from the school's M.Div. program, the Post-graduate Department awards five special scholarships for alumni of the MDiv program who enter the Th.M. program right after they graduate from the M.Div. program. The alumni of the school's M.A. program in Christian Spirituality and Counseling or in Church Music who become Th.M. students right after graduation are also eligible for this special scholarship. The scholarship, however, is open only after they complete the make-up courses for "M.Div. core curriculum."

(III) Library Facilities

The library of Taiwan Graduate School of Theology is a specialized academic library whose collection focuses primarily on Christian theology. In addition, being affiliated to the Presbyterian Church in Taiwan, the Post-graduate Department is Reformed in nature and therefore, the library holds a prominent collection of materials regarding the theologies of John Calvin and Martin Luther. Furthermore, to meet the needs of teaching and academic research, the library holds collections of books on Christian education, social work, church music, practical theology, religious studies, history of Taiwan, and philosophy.

The library also provides the following services:

1. Interlibrary Services

To expand the collection resources of the library and to support teaching and research-doing, the library offers interlibrary services. For detailed information, please refer to the Interlibrary Service Policies formulated by the School's library.

2. Multimedia Information and Equipment

Responding to the many forms of media, the library is equipped with multimedia and audiovisual equipments.

3. Information of Borrowing Books

	Number of Books that may be borrowed	Length of loan	Number of times may be renewed	Length of each renewal
ThM	30 volumes	30 days	2 times	30 days

(IV) Space for Research

The School provides rooms for research work. They are:

◇ Small Discussion Room

A small room is available for discussion. If a need arises for teaching and academics, a request could be made. Regulations for the use of the room are in accordance to the Library's "Policies for the use of Multi-function Discussion Room."

◇ Closed Study Carrels

There are seven (7) closed study carrels available for graduate students. The approval of the application is subject to the graduate student's need of this kind, such as the hours of usage, the progress of his/her research work, and his/her year of enrolment into the program. For other information, please refer to the Post-Graduate Department's "Policies for Closed Study Carrels."

◇ Exclusive Study Room

The Center for the Study of Christian Thought (CSCT) has three study rooms are reserved for graduate students. For details, please refer to Post-Graduate Department's "Policies for Study Room at CSCT."

◎ Regulations for the allocation and use of closed study carrels

1. The allocation of a study carrel is valid for four (4) months. The periods of use and the deadlines for applications are: October to January (deadline: 15th September), February to May (deadline: 15th January), June to September (deadline: 15th May).

2. Each carrel is allocated on condition that the student will use it regularly - a minimum use of fifteen (15) hours per week is required. Every student must complete the sign-in and sign-out form. The completed form will be examined when considering the next application.
3. The window on the door should not be covered. Any poster that blocks visibility is not allowed.
4. The maximum number of applications for use: Three (3) times within two (2) years for Master students.
5. Application forms are available at the Post-Graduate Department Office.

(V)Other Regulations

School's Activities

- (1) Students are not required to do an internship during the course of their study. However, internships are possible in many cases.
- (2) Students are also members of the wider faith community of the Seminary. Therefore, students are encouraged to participate in the life of the school such as chapel services and other student activities.

Master of Theology (Th.M.)

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