



APPLICATION FOR ADMISSION MASTER OF PSYCHOTHERAPY AND SPIRITUALITY PROGRAM

APPLICATION PROCEDURE

All documents submitted in support of this application become the property of St Stephen's College and are not returnable to the applicant or transferable to any third party, with the exception of original art work which will be returned to the applicant if digital copies are provided. All materials will be kept strictly confidential. All materials must be received in order for your application to be considered complete. Keep a copy of the completed application packet for your files. For questions, please contact the Registrar's Office: 1.800.661.4956 (in Canada), 780.439.7311 or at st.stephens@ualberta.ca. Prospective students should submit the following documentation, in typed form where applicable:

1. The attached **application form** with required statements.
2. The non-refundable **application fee**.
3. **Transcript(s)**: Official and Complete Transcript issued by the institution awarding the degree and certified by an authorized officer of that institution **mailed directly to St Stephen's College**; includes all courses taken and grades received for all years attended, is complete to the last date of attendance, and where applicable states the degree and the date the degree was or will be awarded. If the degree awarded includes transfer credits from other institutions, a transcript from the credit-granting institution is also required. Baccalaureate Degree in related area must have GPA minimum 72%/B/3.0 during last 60 credits of course weight. Applicants whose transcripts are in a language other than English must submit certified translations of all transcripts being submitted as part of the application. Applicants should submit official transcripts for all academic work put forward in support of the application (including an unofficial transcript of any courses completed at St. Stephen's College).
4. If language of instruction for prior degree was not English, proof of satisfactory score on an approved English language examination, referring to English Language Proficiency policy in Academic Calendar.
5. **Curriculum vitae** in summary form. This document should include:
 - Professional experience: Position, place, and duration
 - Post-secondary education: Degrees, diplomas and certificates held, with institutions and dates
 - Other experience, education or training in art, psychotherapy, counselling and/or spirituality related to proposed program
6. **Personal Statement**: A 3-page (maximum) statement outlining the applicant's reasons for applying to the MPS program, indicating qualifications, qualities, or circumstances the applicant feels to be significant. Within this statement, all applicants are required to address their viewpoint on the integration of psychotherapy and spirituality.
7. **Research Statement**: A 2-page (maximum) statement outlining possible research and potential clinical interests, preparedness for academic writing and completion of a thesis or Capstone Project. Any cited literature should be appropriately referenced (APA format). Please note that this statement will also be used to evaluate your potential for academic writing.
8. A **sample of an academic paper** or published article or other recent professional writing which demonstrates a capacity to integrate theory with practice. This writing should demonstrate ability to write at the Master's level in terms of scholarship. Any cited literature should be appropriately referenced (APA format).
9. **For Applicants to the Art Therapy Specialization Only**: Applicants to the art therapy specialization are also required to submit a 3-5 page document that includes an artist statement and a visual arts portfolio. Examples of expressive arts may also be included. Applicants are asked to address how the arts have influenced their personal development and spiritual journey. Applicants are required to include 5-10 examples of artwork (paper copies and/or digital versions are acceptable) with descriptions. Original art work which will be returned to the applicant if digital copies are provided.
10. **Two letters of reference**, using Reference Form, forwarded directly to St Stephen's College.

Application deadline: Applications can be submitted throughout the year, with an annual application deadline of Feb 1 for Canadian applicants and Nov 1 for international applicants (next business day if date falls on a weekend). Applicants who do not possess a Baccalaureate Degree and who are applying for an evaluation of academic equivalency must submit their completed application to the College by Dec 1 for Canadian applicants and Sep 1 for international applicants. If equivalency is granted, applicants pay the normal application fee by Feb 1.

NOTE

MPS students at St. Stephen's College are not eligible for Government student loan funding.

ST STEPHEN'S COLLEGE
MASTER OF PSYCHOTHERAPY AND SPIRITUALITY
Program Application Form

INDICATE WHICH STREAM YOU ARE APPLYING TO:	MPS Core Program without Specialization
	MPS (Art Therapy Specialization)

GENERAL INFORMATION

Use your legal name as shown on one of the following documents: Birth Certificate, Passport, Canadian Immigration Student Authorization document or Marriage Certificate. This name will appear on your College records and transcripts, and on your degree parchment upon graduation.

Full Legal Name			
	<i>Surname</i>	<i>First</i>	<i>Initial</i>
Preferred Name			
	<i>Surname</i>	<i>First</i>	<i>Initial</i>
Previous Legal Name (if any)			
	<i>Surname</i>	<i>First</i>	<i>Initial</i>
Address			
	<i>Street</i>	<i>City/Province/Postal Code</i>	
Citizenship	<input type="checkbox"/> Canadian Citizen or Permanent Resident	<input type="checkbox"/> International Student (International Students must obtain a Study Permit)	
Email			
Phone			
	<i>Home</i>	<i>Business</i>	
Birth Date			
Religious affiliation if applicable (for statistical use only)			
How did you hear about the program?			
Have you ever been charged for an ethical violation under the codes of ethics of other legislative or institutional policies of a professional association, employer, or under provincial or federal legislation?			Yes <input type="checkbox"/> No <input type="checkbox"/>

LETTERS OF REFERENCE

Name of Referee	Occupation

Letters of Reference are mailed directly to St Stephen's College, using the form appended to this application.

APPLICATION FOR EQUIVALENCY or SPECIAL ADMISSION:

Deadline: Dec 1 Canadian/Permanent Residents; Sep 1 International applicants.

Applications from persons who do not possess a Baccalaureate Degree, or who possess an unrelated Baccalaureate Degree will be considered if the applicant possesses satisfactory alternate educational experience in the area of psychology, pastoral theology, fine arts, counseling, social work, or the humanities and human sciences. In such cases, the Dean will require evidence of readiness to proceed; the Dean's decision whether or not to accept an application is final. Applicants should submit all supporting documentation (see Admission Requirements), together with any additional assessments, transcripts, and certificates earned. Send completed application form and all documents to the College and pay the non-refundable **\$225 equivalency fee**. If equivalency is granted, applicants will then be required to pay the normal application fee.

REGULAR APPLICATION:

Deadline: Feb 1 Canadian/Permanent Residents; Nov 1 International applicants.

Applicants who possess a related Baccalaureate Degree (in the area of psychology, pastoral theology, fine arts, counseling, social work, or the humanities and human sciences): Send your completed application form and all documents referred to under Application Procedure to the College and pay the non-refundable application fee **(\$195 Canadian or Permanent Resident applicants; \$390 International applicants).**

Method of payment:

Personal Cheque or Money Order payable to St Stephen's College Cash VISA Mastercard

Credit Card Number	Expiry	Validation number

MAIL APPLICATION TO:

St Stephen's College
University of Alberta Campus
Department of Psychotherapy and Spirituality Admissions
8810 112 Street
Edmonton, Alberta T6G 2J6

Or EMAIL signed application form and documents to: st.stephens@ualberta.ca

I certify that the information in this application is true and complete in all respects and that I have withheld no information. I certify that I have read and understand the "Student Records: Contents, Access, Use, and Protection" policy outlined in the Academic Calendar: <http://stephen.srv.ualberta.ca/publications> I understand that misrepresentation, falsification of documents, or withholding of requested information regarding this application are serious offences and may result in dismissal from the College. I agree, if admitted to St Stephen's College, to comply with the College regulations as stated in the St Stephen's College Academic Calendar.

Signature	Date

ST STEPHEN'S COLLEGE
Edmonton, Alberta
 Phone: 780.439.7311
 Fax: 780.433.8875
 Toll-free in Canada: 1.800.661.4956

REFERENCE FORM – MPS PROGRAM

APPLICANT NAME	
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The College would appreciate a confidential statement from you concerning the person named above who has applied for admission to one of the degree programs of this School of Theology. **Referees may attach a letter of reference to this form, or write comments below.** Please indicate the length and nature of your relationship to the applicant, and comment especially on the following points, as possible:

- (1) Character, personality, and capacity for personal growth and development
- (2) Academic ability
- (3) Capacity for work in an educational model that emphasizes reflection on experience and personal growth as well as knowledge and skill development
- (4) Emotional stability
- (5) Leadership and vocational qualities
- (6) General readiness for pursuing their goals by means of the proposed course of study
- (7) Experience and/or readiness to work with clients in a counselling setting

Letters of recommendation for admission can be released on request to the subject of the letter. They are considered valid for one year only.

MAIL or FAX DIRECTLY TO St Stephen's College MPS Program 8810 112 Street Edmonton, Alberta T6G 2J6 Fax: 780.433.8875 OR EMAIL TO: st.stephens@ualberta.ca Do NOT return Reference to Applicant	REFERENCE PROVIDED BY	
	Signature	
	Name	
	Position/Title	
	Address	
	Phone	