INSTRUCTIONS FOR APPLICANTS FOR MASTER OF THEOLOGY DEGREE

In order to complete the admissions process for the Master of Theology degree program at the Boston campus, applicants must submit a written case study of a recent or current situation.

What is the purpose of the Case Study - The purpose of the case study is to prepare the participant for advanced graduate studies throughout the Th.M. degree program. The Case Study serves as a framework of raw materials for participants and facilitates in-depth analysis and scholarship according to their area of specialization in practical theology.

What is a Case Study – A case study is a written description of a real-life situation in a particular context that poses a challenge for the participant related to their role. It is a description of the facts. The facts should be in chronological order, and the sequence of events should be clear for the reader. A case study is not comprehensive or exhaustive, but functions as `example’ of a typical and complex scenario one may find in a ministry setting. Conclusions and analyses are not appropriate in developing this case study. Case studies leave room for experience and imagination by virtue of being a framework. There is rarely an obvious solution to a problem articulated in the case study. So, it should be written as a case to be solved.

How to write the Case Study – for consistency and to maximize the utility of the case study, participants should write no more than a 1000-word essay including the following:

1. A Title and Abstract of the Case Study (no more than 50 words)

2. A description about the context for the ministry

3. A list of the specific challenges or practical dilemmas

4. A description about the facts of the situation: (1) the type of ministry; (2) key people; (3) the desired goals or outcomes; (4) a summary of resources for the ministry; and (5) a summary of the main activities.

Please provide a cover sheet with personal and contact information with the title of the Case Study.