



## **Procedures for Students in the Cooperative M.Div.**

Hartford International University has cooperative agreements with Boston University School of Theology (BU), Drew Theological School (DTS), Chicago Theological School (CTS), Meadville Lombard Theological School (MLTS), and Yale Divinity School (YDS) that allow qualified Master of Arts in Interreligious Studies (M.A.) students to begin their studies at HIU and, if accepted, to proceed to and of the partner schools to pursue a Master of Divinity (M.Div.) degree. Students may take advantage of this special cooperative relationship and agreement by following the process and procedures outlined below.

**Please Note:** HIU students may, at any time, apply on their own directly to any of the partnering schools. Being, or having been, a student at HIU does not inhibit this. However, if a HIU M.A. student wishes to receive the benefit of the special cooperative agreements with these institutions, the condition, procedures and process detailed below will apply and must be followed.

**1.** *Before* making an application to a partnering school through the Cooperative pathway, the student should meet with the Academic Dean for an advising session. In addition, the student must be an M.A. student in good standing and must have *completed* at least 24 credits at HIU. At least 12 of the 24 credits must have been earned in courses taught by at least two different core faculty or faculty associates.

**2.** As a part of the student's application to a partner M.Div institution, HIU will:

- Provide a letter of recommendation from the Dean's office on behalf of HIU, specifically with the student's M.Div. aspirations in mind. The student will not have access to this letter, unless the student has stipulated *in advance* to the professor that s/he be given access.
- If requested, the student may request another core faculty or faculty associate provide a second letter of recommendation to support the student's application to the partnering school.
- A copy of the student's transcript from HIU, officially requested by the student to be sent to the partner institution (*the normal transcript fee will be waived*).



3. The Application deadlines for submitting materials to the each institution are as follows:

	<b>Fall Semester Admission</b>	<b>Spring Semester Admission</b>
Boston University	<a href="#">January 15 – July 15</a>	<a href="#">October 15</a>
Chicago Theological Seminary	<a href="#">February 15</a>	<a href="#">November 30</a>
Drew Theological School	<a href="#">April 1</a>	<a href="#">October 1</a>
Meadville Lombard	<a href="#">July 1</a>	<a href="#">December 1</a>
Yale Divinity School	<a href="#">January 15</a>	No spring admission

5. When a student does matriculate to one of the cooperating schools and transfers their credits into an M.Div. program, they are no longer matriculated in a degree program at HIU.

6. Students accepted into and enrolled in the M.Div. program at a partnering school, will receive a “Certificate of Ministerial Studies” from HIU. Students must complete the Graduation Form online, and advise the Registrar if they will attend graduation.

7. Students should follow the Ministerial Studies curricula, under the guidance of their advisor at HIU, to maximize the 36 credit-hours that will be transferable. It is important to keep in mind, however, that the final determination of which courses will be transferred, and toward what curricular requirements, rests with the partnering schools who will be the degree granting institution.

8. If, for any reason, a student is not accepted into a partner institution, does not matriculate, or decides not to transfer, they may still complete the final requirement of the Ministerial Studies specialization and graduate with a Master of Arts in Interreligious Studies at HIU.