

PTS COLLEGE & ADVANCED STUDIES



2019-2020

Doctor of Ministry Manual

PTS COLLEGE & ADVANCED STUDIES INC.

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Revision Date: 09 October 2019

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MESSAGE FROM THE DIRECTOR

Greetings in Christ's precious name!

PTS College and Advanced Studies (PTSCAS), known for her Reformed and evangelical heritage, is a community of faith and learning dedicated to the formation of Spirit-filled men and women for Christian ministry. We exist to equip leaders, strengthen churches, and make an impact upon the world with the message of Jesus Christ.

With this commitment, we are glad to invite you to our Doctor of Ministry (D. Min.) in the Reformed Tradition, which is a ministry-oriented doctoral degree. This program is designed to provide for the needs of professional and excellent leadership and to answer the request of the Christian community for an effective training in the Reformed and evangelical context.

We use the traditional model of classroom lectures, but students can also opt for online mentoring classes which can give the students opportunity to study at PTSCAS from anywhere in the world.

For our D. Min. Program, the following are the least qualifications needed:

- a) M. Div. degree holder or its equivalent with an average grade point of B (3.0 on a 3-5 scale);
- b) At least three years active ministry.

We are excited to make your journey with us challenging and rewarding, even as we look forward of how the Lord will use you much more in your own context and community after your training.

I encourage you to prayerfully consider our D. Min. Program, and I look forward to welcoming you to be part of our community in the coming semester.

Should you need more information please email me at l.gatawa@gmail.com.



REV. LAURENCE B. GATAWA, Ph.D.

Director of D.Min. Program

1. The Nature and Purpose of the D. Min. in the Reformed Tradition Program

The Doctor of Ministry (D. Min.) in the Reformed Tradition is a graduate level program designed:

- To provide for the needs of excellent Christian Leadership today.
- To answer the requests of the Christian community for an effective training in the reformed and evangelical context.
- To continue with the program of providing graduate courses.

2. D. Min. Program Design and Structure

The D. Min. courses in the Reformed Tradition are structured in three sections, so that students can complete their work in about three years without leaving their ministries. The program consists of 24 units of seminar/ reading, and 12 units of Research Project (including oral defense).

Year	First Semester	Second Semester
First Year	2 Subjects (6 units)	2 Subjects (6 units)
Second Year	2 Subjects (6 units)	2 Subjects (6 units)
Third Year	Research Method & Proposal Lab (3 units) Dissertation (including oral defense, 9 units)	Dissertation (including oral defense, 9 units) Oral Defense Graduation

3. Admission Requirements

- Applicants for admission must hold a Master of Divinity degree or its equivalent with a grade point average of B (88-90) from an accredited institution.
- Applicants must have a minimum of three years active ministry with at least one year after the M. Div.
- Foreign students must be proficient in written and spoken English. Proof of English proficiency is required (certification from previous school that English is used as a medium of instruction or TOEFL/IELTS result.)

4. Application Procedures

Applicants must submit:

- Application form with a recent 2x2 colored picture
- A Non-refundable application fee of Php 2,000.00
- Official bachelor and/or graduate degree Transcript of Records (TOR)
- Medical Certificate
- Financial Statement
- Letter of Recommendation from an administrator or supervisor, former teacher, and current pastor
- Statement of personal commitment to Christ and call to Christian service
- TOEFL Score or Certificate that English is used as medium of instruction in previous school
- Download a copy of Application Packet at: www.ptscas.edu.ph

* Students who hold an M.Div. from PTSCAS need only complete the application form and pay the application fee.

5. Graduation Requirements

- Minimum GPA of B (88-90)
- Successful completion of Research Project including Oral Defense
- Clearance from the Registrar
- Clearance from the Business Office
- Faculty approval

6. Faculty and Program Director

a. Program Director

Dr. Gatawa, Laurence
B.Th., Philippine Missionary Institute
M. Div. Presbyterian Theological Seminary
M.A., Asia Pacific Nazarene Theological Seminary
Ph.D., Middlesex University
Biblical Studies (New Testament)

b. Core Faculty

Dr. Kim, Dong-Choul (Johan)
B.A. Changwon University
M.Div., Theological Graduate School of Chong Shin University
Th.M. & Ph.D., Stellenbosch University.
Practical Theology (Homiletics).

Asso. Professor Barredo, Roberto (President)
B.Th., PTS College & Advanced Studies
M.Div., Asia Theological Seminary
Th. M., Asia Graduate School of Theology

Ph.D., University of the Philippines
Systematic Theology

Dr. Yeo, Sang-II
B.A., Chongshin University
M.Div., Theological Graduate School of Chongshin University
D.Min., Union Theological Seminary
Church Government and Pastoral Theology

Dr. Kim, Sung-Jin (Director of MSC)
B.L., Kyunghee University
Th.M., Kangnam University
Ph.D., Golden Gate Theological Seminary
Church Leadership and Consulting

Dr. Hwang, Tae-Yun
B.A., Chongshin University
M.Div., Asian Theological Seminary
M.A. & Ph.D., in Area Studies, University of the Philippines
Research Methodology

Dr. Oh, Tae-Gyun (Ted) (Professor in Chongshin University)
B.A., Hankuk University of Foreign Studies
M.Div., Theological Graduate School of Chongshin University
MRE., Trinity Evangelical Divinity School, U.S.A.
Ph.D. Trinity Evangelical Divinity School, U.S.A.
Pastoral Care & Religious Education

Dr. Hwang, Sung-Gon
B.S. Kyungsang University
M.S., National Seoul University
M.Div. & M.Th., Korea Theological Seminary
D.ICS., Grace Theological Seminary
Inter-cultural Studies (Missiology)

Dr. Jung, Yeon-Chul
B.A., Yeungnam University
M.Div., Korea Theological Seminary;
Th.M. & Ph.D., Stellenbosch University.
Senior Pastor, Seongsanhanbit Presbyterian Church
Practical Theology (Pastoral Care & Counselling)

Dr. Park, Byun-Chul
B.A., & M.A Kyungpook National University
M.Div., Theological Graduate School of Chongshin University
Th.M. & Th.D., Stellenbosch University
Senior Pastor, Geochang World Mission Presbyterian Church
Biblical Studies (Old Testament)

7. Courses – Contents of Study

a. Core Courses (12 units)

- Contemporary Issues and the Reformed Theology (3 units)
- Biblical Authority & Interpretation in the Reformed Tradition (3 units)
- Worship & Preaching in the Reformed Tradition (3 units)
- Church Planting and Mapping (3 units)

b. Electives (12 units, 3 units each, select four courses)

- Reformed Spiritual Formation (3 units)
- Mission & Evangelism (3 units)

- Pastoral Care and Counseling (3 units)
- Church System and Leadership (3 units)
- Church and Minister Consulting (3 units)
- Ministry Coaching (3 units)
- Education and Discipleship (3 units)

c. Research Project (12 units)

- Research Method and Proposal Lab (3 units)
- Dissertation (including oral defense 9units)

8. Course Structure

a. Seminar Type Course

This is a D. Min. course in the Reformed Tradition offered in Seminars and open to the Christian community. Each Seminar would earn a credit of 1 unit. Interested individuals can enroll further and attend Module classes to complete the 3 units requirement for each course. The Module will be a 4 hour per day sessions in five days which would be equivalent to a 2 units course.

b. Regular (Module) Type Course

This is a D. Min. course in the Reformed Tradition taken through the scheduled Module classes. The Module class would be an 8 hours per day sessions in five (5) days.

c. Tutorial Type Course

A tutorial is a method of transferring knowledge and may be used as a part of a learning process. Thus, the instructor will ask D.MIN students to write three book reviews (each 3 to 4 pages) in each subject (3 units) and then the students will take oral exam with their book reviews.

d. Module Requirements

All subjects consist of three components:

i. Pre-Module Course Reading Assignment

- You must petition with the DMIN Director to take a course for 3units.
- Please contact the DMIN director at: dmin@ptscas.edu.ph
- 1,200 pages of reading due by the first day of class
- Submit the Book reviews (each 3-4 pages) by the first day of class.

ii. Module Course

- You must attend the Seminar.
- The module course consists of a lecture and discussion.

iii. Post-Module Course Writing Assignment

- 15-20 pages writing assignment (Each Instructor will assign the writing to you in a concrete way.)

- Due 3-months following the one-week intensive course

How to Write the Book Review?

Write 3-4-pages in length, typed in 1½ spacing, and font size 12 (preferably Arial or Times Roman fonts) using the following questions:

- a. Identification of problem or issue addressed in the book
 - Identify the major concern in an unambiguous way; subsidiary issues may be listed, but their link to the major concern should be indicated
- b. Brief description of hypothesis of the specific approach towards problem solving
 - Explain how the author(s) intends to deal with the problem/issue
- c. Write the development and brief summary of the argument
 - Indicate the lines of development in the argument and the evidence cited in support of the argument
 - Please note: this is not simply to be a summary of the contents but rather of the argument of the book/article
- d. Conclusion proposed by the book/article
 - Linking up with the identified problem and hypothesis, explain
 - Do not simply repeat or summarize the book's conclusion.
- e. Critical assessment by the learner

- Account for the significance as well as the relevance of the book/article.

9. Tuition and other school fees

In D. Min, there are two tracks, first one is English track and the other is Korean track. For graduation, all Doctor of Ministry students should register for six semesters.

a. English Track

Tuition fee (per unit)	Php 3,000.00
Application Fee	2,000.00
Registration Fee	1,000.00
Library Fee	1,000.00
Development fee	1,000.00
Other School fee	1,000.00
Thesis Writing fee	5,000.00
Graduating students fee	5,000.00
Dissertation Examiners' Fee	6,000.00

*Fees apply only to students from countries with GNP below US \$ 10,000.

b. Korean Track

Tuition fee (per semester)	\$2,000.00
Application & Entrance exam fee	\$100.00
Registration fee (per semester)	\$250.00
International fee (per semester)	\$250.00
Thesis writing fee	\$500.00
Graduating students fee	\$500.00

10. Residency

All requirements for graduation must be completed within six years from admission.

11. Research Project Procedures

a. General Remarks

The research project requires the student to work closely with the Supervisor. The topic should be related with the Reformed view and theology. In the Evaluation Process, following submission, the research project will be reviewed by a committee of up to five-members: Supervisor / Two readers (one internal reader and one external if possible).

- Thesis shall be 90-120 pages in length (typed in 1½ spacing, and font size 12), compliant to pre-approved research format, and an original work with a unique scholarly contribution that tackles implications for issues in the Asian context.
- It is required that in writing style the students should follow the style guide: Kate L. Turabian's book, A Manual for Writers of Term Papers, Theses, and Dissertations, 7th edition.

For more information, please go online to download the "Turabian Footnote/Endnote Style (<https://www.library.georgetown.edu/tutorials/research-guides/turabian-footnote-guide>)," and "Turabian Notes Citations (http://lib.trinity.edu/research/citing/Turabian_Notes_Citations.pdf)."

b. Research Format

A. Research Project Sections

The parts of the Research Project shall include:

- COVER PAGE
- SIGNATURE PAGE
- DECLARATION
- ABSTRACT
- ACKNOWLEDGEMENTS
- TABLE OF CONTENTS
- LIST OF ILLUSTRATIONS (IF REQUIRED)
- LIST OF TABLES (IF REQUIRED)
- LIST OF FIGURES (IF REQUIRED)
- BODY OF RESEARCH PROJECT (CHAPTERS 1-6 AS OUTLINED BELOW)
- APPENDICES (IF REQUIRED)
- BIBLIOGRAPHY
- VITA

* Note: Do not insert blank pages between any of the sections.

B. Research Project Requirements

The following description should guide the student's understanding of the format for documenting the research. In order to carry out the research, the researcher will adopt Richard Osmer's practical theological methodology. In his book, *Practical theology: An introduction*, he articulates four tasks: the descriptive-empirical, interpretive, normative and pragmatic

tasks, which constitute the basic structure of a practical theological methodology. The body of the Research Project will normally contain Six chapters as follows:

CHAPTER 1. INTRODUCTION

1.1 BACKGROUND AND MOTIVATION OF THE RESEARCH

1.2 STATEMENT OF THE PROBLEM

1.3 AIM OF RESEARCH

1.4 HYPOTHESES

1.5 METHODOLOGY

1.6 DEMARCATION

CHAPTER 2. DESCRIPTION TASK

In the first phase, namely the descriptive-empirical task, the key question is what is going on. In order to find an answer to it, we gather “information that helps us discern patterns and dynamics in particular episodes, situations, or contexts.”

CHAPTER 3. EXPLANATION TASK

Secondly, the key question of the interpretive task is why something is taking place. In this phase, we draw on “theories of the arts and sciences to better understand and explain why these patterns and dynamics are occurring.” Reality in a certain context is composed of different structures, properties and complexities which are interconnected. To interpret this complex reality of a context, therefore, we need an interdisciplinary approach.

CHAPTER 4. NORMATIVE TASK

The third stage is the normative task. In this step, we ask the question: what ought to be going on? To answer this question,

theological concepts are used to interpret an examined context and to construct norms to guide our responses. Osmer states that “practical theology as an academic field and practical theological interpretation...are inherently cross-disciplinary in nature”. To develop a constructive theological perspective, practical theology dialogues with other theological disciplines and the arts and social sciences.

CHAPTER 5. PRAGMATIC TASK

Finally, the pragmatic task of practical theological methodology is to form strategies of action that will influence situations in ways that are desirable.

CHAPTER 6. CONCLUSION

APPENDIX A: STYLE SHEET FOR COVER PAGE

TITLE (in caps)

by

Your Name



A Ministry Research Project

Submitted to

PTS College & Advanced Studies

**In Partial Fulfillment of the Requirements for the Degree of
Doctor of Ministry in Reformed Tradition**

Month, Year

APPENDIX B: STYLE SHEET FOR SIGNATURE PAGE

PTS College & Advanced Studies

Doctor of Ministry in Reformed Tradition

Dasmaringas, Cavite, Philippines

Date

We hereby approve this Ministry Research Project

Submitted by

[Student]

entitled

[Title]

**As Partial Fulfillment of the Requirements for the Degree of
Doctor of Ministry in Reformed Tradition**

Supervisor

Co-Promoter

Co-Promoter

Program Director

President

Academic Dean

APPENDIX C: STYLE SHEET FOR DECLARATION

DECLARATION

By submitting this dissertation electronically, I declare that the entirety of the work contained therein is my own original work, that I am the owner of the copyright thereof (unless to the extent explicitly otherwise stated), and that I have not previously, in its entirety or in part, submitted it for obtaining any qualification.

Date: Month, Year