



BLUE RIDGE INSTITUTE

for THEOLOGICAL EDUCATION

BRITE ADMISSION POLICY

Application for admission is made through the BRITE website (www.brite-va.org) and admission is subject to approval by the Admissions Committee. The following items are needed before an application is considered. (Note: Original forms are required. Faxed copies will be accepted only in certain situations.)

1. A completed application form. This includes:
 1. An applicant's autobiography.
 2. ***For degree-seeking applicants:*** Official transcript(s) from all post-secondary schools attended, sent directly to the Admissions Committee from the Registrar of each school previously attended. If digital delivery is an acceptable option from the transcript's school of origin, they may be sent to academicdean@brite-va.org. Otherwise, transcripts should be physically mailed to the BRITE Offices at:

Blue Ridge Institute for Theological Education
c/o 2216 Peters Creek Road NW
Roanoke, VA 24017

2. Two completed Applicant Reference Forms from fellow Christians who know the applicant well. Use of the BRITE Applicant Reference Form is required; these forms can be located at <https://s3.amazonaws.com/5mt.brite-va.org/2017/05/BRITE-Applicant-Reference-Form-fill-in-boxes.docx>.
3. Written recommendation from a pastor or church leadership council/team, such as a group of elders or church officers. Use of the BRITE Applicant Reference Form is acceptable. Alternatively, a letter or an email from the pastor/church leadership is acceptable. These items may be sent via email to academicdean@brite-va.org.
4. An affirmation of historic, orthodox Christianity (i.e. affirmation of the Nicene Creed). This affirmation is generally understood by way of an applicant's requisite membership in an orthodox, Protestant congregation, but in some cases an interview with the Dean of Students will be necessary prior to admission.
5. A nonrefundable application fee of \$20.

In some cases, additional documents may be required or, in some unusual cases, an interview with the Dean of Students may be required before admission is granted.

Applicants for all Master's degrees must hold a B.A. or other Bachelor's degree. In extraordinary circumstances, students who seek to study, but who have not attained a B.A. degree or similar, may be admitted to the Institute to study for the degree of Bachelor of Divinity (BDiv) or Master of Divinity-Diploma (MDiv-Diploma), depending on age and life circumstances. Please see the admissions requirements for this degree outlined in "The Divinity Program."

Applicants to BRITE waive all rights to privileged knowledge of the decision making process leading toward admission. All references and other evaluative documents will be confidential. The Admissions Committee reserves the right to decline admission to the Institute to any applicant if they determine such admission would not be in the best interest of the faculty, student body, or Institute as a whole. The decision of the Admissions Committee acting officially on behalf of the faculty is **final**. However, an

applicant who fails to be admitted may re-apply no sooner than three (3) years from the date of the Admissions Committee's Decision Letter.

Application Deadlines

Completed applications for the Certificate program, MATS, MABS, MDiv, MDiv Diploma, and BDiv may be submitted up to twelve (12) months prior to the application deadline. The deadline for application is relative to each semester. These deadlines can be located at www.brite-va.org/academic-calendar/.

Late applications may require delayed enrollment. Students are not allowed to register for classes until their application has been approved.

Admission Process

Applications take approximately 15 business days to process after all required items are received by the Admissions Committee. The Admissions Committee treats all material confidentially. If approved, the application file will remain valid for purposes of admission for one year from the date of approval. If enrollment is delayed beyond one year or if this application is not approved, a new updated application with accompanying forms must be submitted. Interested parties may contact the Admissions Committee by way of the Academic Dean at academicdean@brite-va.org with any questions about applications or about the admission process.

Transfer Credit

Transfer students admitted to a BRITE degree program may be granted advanced standing/transfer credit. A letter or email formally petitioning (requesting) BRITE to consider transferring in previously-earned credit must be delivered to the Academic Dean along with an official transcript. An official transcript showing the courses completed at the previous institution must be submitted with the application. Applicants seeking admission as transfer students must have maintained at least a 'C' average (normally a 2.00 GPA) and be in good standing at the school last attended. A statement of honorable dismissal from the former institution may be required. Credit for work done at other institutions will be granted after evaluation by the Institute. No credit will be allowed for work receiving less than a grade of

'C' or its equivalent. Grade point averages at BRITE will be computed only on the basis of work done at BRITE. Only the course work completed at BRITE will appear on the student's transcript with the notation that he or she was granted advanced standing because of the previous degree.

Adopted by the Board of Trustees, 17 October 2017