



BGST

CENTRE FOR
POSTGRADUATE STUDIES

Pre-Admission Handbook

Welcome to BGST

We're thrilled you're exploring courses with us and taking steps toward deepening your theological understanding in the marketplace and church alike.

This handbook is designed to guide you through the initial process of applying for classes and getting started at BGST. Here's what you'll find inside:

- A quick overview of how studying at BGST works
- Where to apply and enroll in your chosen course(s) and programmes.
- Introduction to the different student portals.
- Helpful tips for preparing for your first class—what to expect and how to get the most out of the experience.
- Contact points for questions and guidance, so you're never on your own.

As you go through the handbook, take your time to reflect on how this next season of learning fits into your calling. And if you ever feel stuck or unsure, our team is here to support you.

Welcome aboard! We look forward to journeying with you!

Warmly,
The BGST Team



How does this work?

BGST allows you to create your own learning journey. It can be a little complicated, but we are here to help you through it!

1. Where do I start?

We strongly encourage students to start by trying out 1 - 2 courses before committing to a programme. If you need an idea about which ones to start with, here are some courses you can consider:



HE101	Biblical Hermeneutics & Interpretation
TS101	Christian Theology for Everyday Life
IS100	Everyday Christianity
MM100	Discerning Your Life

2. Programme? Credit? Audit? Whats the difference?

Audit student are students interested in participating in courses, without the need for assessments or earning academic credits. Audit students may upgrade to Credit status at anytime for a fee and requires completeing the necessary assigments.

Credit student are students looking to gain credits for the courses they take, which can be used for a programme. Credit students will be required to complete and submit assignments. Library membership is also included in the course price for credit students.

Programme student are students looking to get a qualification with their studies, and are required to work through all the courses in their programme in the allocated time.

How does this work?

3. How do I apply?

Apply by first signing up for a [Student Membership](#). It's an administrative fee of \$50 that needs to be paid for every year. You will need one to register for any courses you would like to take.

4. What is a Library Membership? Will I need one?

A **Library Membership** grants students access to our 3 different resource libraries made up of our physical library, a BGST curated digital library and a comprehensive digital theological library. Library membership is already included in the course fees for our Credit and Programme students. Library Membership is optional for Audit students and can be purchased at \$150 per year by clicking [here](#).

5. How do I start applying for courses?

Head over to our [Course Portal](#) to register for courses that you want to take. Programme students are also required to register for individual courses that are on their programme course list.

6. How do I sign up for the Graduate Programme?

Head over to [Programmes](#) to start the application process.

7. When does the school semester start?

Semester 1	July - December
Semester 2	January - June

8. What about Self Paced Learning?

Details about Self Paced Learning is covered in the next section.



Self Paced Learning

1. What is Self Paced Learning (SPL)?

SPL courses are pre-recorded lessons and available on your course player for your study at your pace after you register. SPL courses have an “-SPL” suffix, e.g., CS101-TSK-AY-SPL.

2. Can SPL courses count towards academic units?

Yes, SPL courses can be taken for Credit and will count towards your academic units.

3. Where can I find the list of SPL Courses?

Head over to our [Course Portal](#) to view the list of SPL courses.

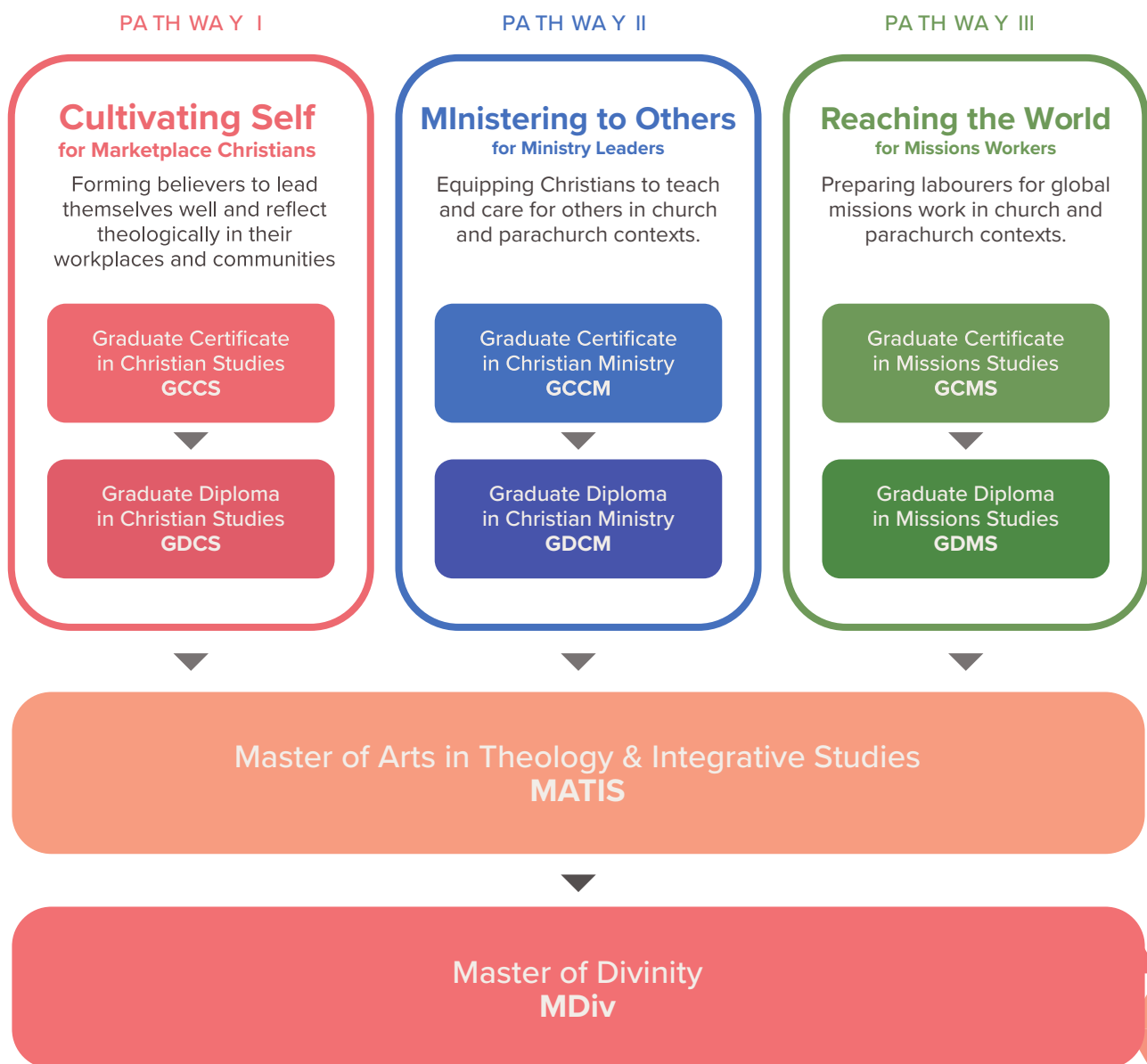
4. Will I have a tutor for SPL?

Yes, our staff will let you know who your tutor or grader will be for your course. You are free to consult them at any time.



Learning Pathways

Here are our Graduate Certificates and Graduate Diplomas, in three distinct pathways to help you better decide on which programme you can consider applying for.



Fees, Payments and Financial Policies

Financing Your Education

To keep the cost of our students' education affordable, 80% of our ministry is funded through donations as a charity. During the course of their studies, students will pay fees including annual student fees, course fees and miscellaneous fees, such as graduation fees

BGST Fees	SGD \$	Programme & Credit Students	Audit Students
Student Fee	\$50 p.a	Compulsory	Compulsory
Library Fee (For Audit Students wanting library access)	\$150 p.a	N.A	Optional
Programme Change Fee	\$180	When Applicable	N.A
Course Reinstatement Fee	\$180	When Applicable	N.A
Graduation Fee	\$180	Graduands Only	N.A

Course Fees

1.5 Academic Units (AU)

Credit \$325
Audit \$150

3.0 Academic Units (AU)

Credit \$650
Audit \$300

Where to Make Payment?

Payment of all applicable fees can be made here:

<https://courses.bgst.edu.sg/pages/fees>



Your First Class



Starting a new class can be a pretty nervewrecking experience, but it doesn't have to be! Here's what to expect for your classes at BGST.

Orientation

Your first session with your lecturer is a pretty important one, so try your best not to miss it. It's in this class where you'll get the finer details on how to access all your necessary portals, and what is required for the course, including any assignments you might need to submit. Its also a good time to get to know your lecturer and ask any questions you might have!

In-Person or Online? Weekday or Weekend?

All sessions will be held either online or in-person, however the **first and last class will usually be held in-person**, unless specified otherwise by your lecturer. So do check if that specific session requires you to attend in-person. Also, all our courses are held on weekday nights and Saturdays, understanding that our students are typically working regular hours.



Important Information

Here are some contacts and information for you to keep on hand should you need any help with your application process! We look forward to having you study with us!

Our Physical Premises

2 Kallang Avenue, #11-02/11-04 CT Hub (Lift Lobby A), Singapore 339407

BGST Office Hours

Mondays, Tuesdays, Thursdays and Fridays

10:00–12:00; 13:00–16:00 hrs

Wednesdays

10:00–11:00; 13:00–16:00 hrs

Saturdays, Sundays and Public Holidays

Closed

Administrative Contact

Should you need any help, contact us by email we'd get back to you as soon as we can.

General: contact@bgst.edu.sg

Library: resources@bgst.edu.sg





Frequently Asked Questions

Overview



How does BGST's training differ from other schools?

BGST's vision is that all Christians will become ambassadors for Christ in wherever He calls them: at the workplace, in church and also the communities they engage in. Whether they are engineers, teachers, bankers, artists and so on. All have a role to play to be God's salt and light in the world. BGST's goal is to provide theological training to equip Christians theologically, spiritually and in ministry skills so that they can apply and communicate their faith winsomely in their diverse work contexts.

What is so unique about BGST's Training?

Every BGST programme and course emphasises 3 pillars of formation: Theological, Spiritual and Ministry Skills Formation.

Under Theological Formation, students learn the basics of the Christian faith - from biblical studies, church history to systematic theology.

Under Spiritual Formation, students acquire both the theoretical framework and practices for developing a Christ-centred Spirituality which they can apply at work, church and society.

Under Ministry Skills Formation, students develop the skills to communicate, dialogue and engage others winsomely.

How does BGST equip Christians for the marketplace?

Besides theological, spiritual and ministry skills formation, we also weave Integrative Studies, and Marketplace Ministry reflections into every BGST course and programme. This integrative approach helps our students explore how the Gospel matters in these different spheres.

These reflections will broaden as our students' progress from the Graduate Certificate to Master level programmes, extending from how the Gospel transforms our personal lives to how it affects our workplaces, industries, and the societies we live in.

Programmes

Can I purchase a programme and start right away?

You may sign up for a programme anytime. We encourage students to sign up for 1 to 2 courses related to their programme of interest before signing up for a programme.

Students without a bachelor's degree are required to sign up for 1-2 courses for us to assess whether you are able to start with the Graduate Certificate.

I am a relatively new Christian, can I still apply for a programme?

Yes. We require you to provide 2 referral letters from 2 referees as part of the application review process. These should be a leader from your church (preferably your pastor) and a friend who knows you well.



How are the personal and spiritual aspects of a programme applicant considered?

The personal and spiritual aspects are considered through: (1) Your personal statement essay that will be 1-2 pages long, that outlines your spiritual journey, and (2) Reference letters from 2 of your referees. This will help us understand your spiritual life and ministry involvement.



Programmes

Will I be able to cope with the programme and course work while working?

The majority of our students are working adults. We encourage you to do a 1.5 or 3 AU course for one semester before applying for any programme. This would help you get a sense of the time you can commit to our courses. You may adjust your pace accordingly. We recommend HE101 or CS101 which are some of the easier courses to start with.

How long does it take to complete a programme?

Depending on the programme, your availability and commitment, the time taken for completion can vary from 1-3 years (full-time) or 2-8 years (part-time). The maximum period for completion can be found in each programme description.



Can my academic units be transferred to programmes?

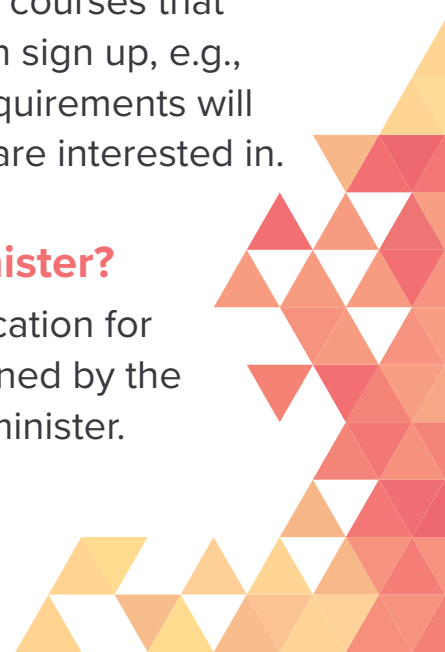
All courses taken with grades are transferrable towards BGST's programme studies.

Will I need to take the required courses for a programme sequentially?

Generally, you will not need to. However, there are some courses that do require you to complete other courses before you can sign up, e.g., CS102, IS101, and the Biblical language courses. Such requirements will be indicated in the pre-requisites of the course that you are interested in.

Will obtaining a degree make me a reverend minister?

Many churches require a Master of Divinity as the qualification for becoming a pastor. A pastor, however, needs to be ordained by the church he is ministering in order to become a reverend minister.



Spiritual Formation

What kind of Christian Spiritual Practices are taught?

BGST encourages the study and use of the various means of grace across the broad Christian tradition, including Eastern and Western churches. Just as we read the Christian creeds in light of the Protestant confessions, so we study and adopt Christian spiritual disciplines in light of our Reformed and Evangelical heritage.

Why are Ignatian spiritual exercises used in the Christian spirituality practicum course (CS102)?

We don't just use the Ignatian spiritual exercises. We also draw spiritual disciplines from the wider Christian tradition, especially practices which center on praying with Scripture. Ignatius' spirituality, with its focus on the Gospels, is one such tradition. Its focus on helping urban Christians discern God's guidance in unknown challenges also resonates with evangelicals.

Do the spirituality courses (coded with prefix CS) cover spiritual practices of other religions?

No, except where comment is needed. But we do offer other courses, e.g. *Asian Religions in the Contemporary Age*

Are secular spiritual practices like mindfulness taught in the spirituality courses?

No, except where they are compared to similar spiritual practices found in the Christian tradition. Where these have become common practices in the workplace, we will cover them in our marketplace courses.



Administrative



How do i make payment?

We accept payment by credit/debit card.

Is the cost the same for both the online course and live courses?

Yes, the cost is the same.

Can I transfer my credits from other schools to BGST?

We allow credit transfers from some schools. We will need to review your transcripts to determine if your credits are transferable to BGST.





<https://bgst.edu.sg/>