



STUDENT HANDBOOK

2025-2026

www.megst.org

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INTRODUCTION

MEGST provides the Student Handbook copy to every student of any program (M.Div., MAOL, MAYM, M.Th. & D. Min., Grad. Dip. CE). This 2025-2026 issue is the students' 'second bible' to abide, mentioning official information and expectation from students according to the ethos and culture of MEGST.

GENERAL INFORMATION

MEGST is an inter-denominational theological institution to provide international education locally.

1. Vision, Mission, and Values

Our Vision

MEGST trains and equips Christians to be Christ-like leaders who build up the church and the nation of Myanmar and beyond.

Our Mission and Values

We value the gospel of Jesus Christ, therefore:

1. We equip students in the knowledge of the Word of God and in methods of effective ministry.
2. We train students for missionary service, to reach the unreached and plant churches among them.
3. We provide a theological education that equips students to live for and serve Jesus Christ in any vocation.

We value unity and diversity, therefore:

1. We equip Christian men and women from various denominations and diverse ethnic groups.
2. Faculty members have different denominations and ethnic groups.
3. We respect other cultures and so teach in cultural relevancy.

We value academic excellence, therefore:

1. We aim to be the evangelical and interdenominational graduate theological college of choice in Myanmar.
2. We have and will maintain international accreditation with the Asia Theological Association.
3. We seek to achieve international standards of research and scholarship for local context and beyond.
4. We provide a preparatory course for our students, called Internship English Program (hereafter, IEP).

We value holistic education with life-long learning, therefore:

1. Our education is practice-relevant and encourages students to be life-long learners.
2. We seek to offer a life-long learning resource for Myanmar Evangelical group and specific refresher programs and short courses for our alumni. For this, we explore ways to offer greater educational access for students in Yangon through night and weekend classes, and for students beyond Yangon through extension centers and distance learning programs.
3. We commit to provide education with a Christian basis in the areas of English language and Business Management.

We value community, therefore:

1. We work to protect and develop an evangelical faith with an interdenominational spirit.
2. We respect and serve our students without regard to age, gender, ethnicity, or denomination.
3. Our main site is an urban campus with core programs and access to a wider Christian community.
4. We have MEGST Alumni Association which yet to be vibrant.

We value sustainability, therefore:

1. We thrive on organizational sustainability.
2. We recognize our dependence on overseas supporters and work to involve them in our ministry and maintain good relationships.

3. We will explore and develop opportunities consistent with our core business of education to generate income and take responsibility for a sustainable future.

2. Faculty, Staff and Executive Committee

Faculty

1. Rev. Dr. Ronald Lal Dinsuah, *Th.D. in Old Testament*
Principal, Head of Biblical Studies, and Lecturer
2. Rev. Dr. Stephen Vum Cung Nung, *Ph.D. in Inter-cultural Studies*
Academic Dean, Head of Inter-cultural Studies, and Lecturer
3. Rev. Dr. C.K. Hrang Tiam, *Ph.D. in Theology*
Principal Emeritus, Head of Theological Studies, and Lecturer
4. Dr. Aung Htoo, *Ph.D. in Theology*
In-charge of Public Relations, MEGST Journal, and Lecturer
5. Dr. Ning Ngaih Lian, *Ph.D. in Transformational Learning*
Post-graduate Director, Head of Pastoral Studies, and Lecturer
6. Rev. Hmet Lian Thang, *MTh in Missiology*
Dean of Students, Male Warden, and Lecturer
7. Rev Ciin Suan Piang, *M. Th. in New Testament*
Newsletter in-charge and Lecturer
8. Lect. Khaung Latt Ram, *M.Th. in Old Testament*, Lecturer
9. Lect. Nant Aye Aye Than, *MTh in Pastoral Studies*
Chaplain, Female Warden, and Lecturer

On Study Leave

1. Lect. Tha Lian Ci, *M.Th. in Old Testament*
2. Lect. David Van Lian, *M.Th. in New Testament*

Adjunct Faculty

1. Rev. Dr. Peter Thein Nyunt, *Ph.D. (Myanmar)*, Missiology
2. Rev. Dr. David Suum, *Doctor of Worship Studies (Myanmar)*, Christian Worship
3. Rev. Dr. Austin Lee House, *Doctoral (USA)*, Church History
4. Rev. Dr. Luan Khen Khua Thang, *Ph.D. (Myanmar)*, New Testament
5. Rev. Dr. Cin Khan Vum, *Ph.D. (Myanmar)*, Leadership
6. Dr. Hallur Mortensen, *Ph.D. (Japan)*, New Testament
7. Dr. Esa Autero, *Th.D. (USA)*, New Testament
8. Dr. Anna Sui Hluan, *Ph.D. (Myanmar)*, New Testament
9. Rev. Dr. Paul Barker, *Ph.D. (Australia)*, Old Testament
10. Dr. John de Jong, *Ph.D. (New Zealand)*, Old Testament
11. Dr. Stephanie Larsen, *Ph.D. (USA)*, Hermeneutics
12. Lect. Peter Dawt Cung, *MTh. (Myanmar)*, Old Testament

Staff

1. Mr. James Lehmeh, B.Th., General Manager
2. Mr. Hta Shin James, M.Div., Registrar
3. Dr. Dawt Hlei Mawi, Ph.D. in Library and Information Studies, Librarian
4. Miss. Cing Hau Lun, M.Div., Assistant Librarian
5. Miss. Awi San Lian, M.Div., Office Assistant
6. Mr. Paul Tluang Cung Thang, General Worker

Executive Committee

1. Rev. Dr. Ronald Lal Dinsuah
2. Rev. Dr. Stephen Vum Cung Nung
3. Dr. Aung Htoo
4. Rev. Hmet Lian Thang
5. Mr. James Lehmeh

Executive Committee

This committee is formed with the Principal, Academic Dean, Dean of Students, all HODs, In-charges of Programs and Registrar. Its purpose is to enhance the effectiveness of all MEGST programs and the curricula for impact in light with the graduate profile.

Admission Committee

This committee is formed on yearly basis. Headed by the Academic Dean and the Registrar, it includes 2-3 other faculty. Its purpose is to make sure the entire process of admission is done properly, from preparing the exam question to enrolling the newly admitted students every year.

Disciplinary Committee

This committee consists of the Principal, Academic Dean, and Dean of Students and any other two faculty members. Its purpose is to carry out disciplinary action when necessary. This committee can decide to terminate the study of any student(s) who violate(s) the standards of conduct of MEGST and may also impose lesser penalties such as reprimand or probation or both.

Post-graduate Committee

This committee is a comprise of all the full-time local faculty who teach the MTh and D.Min programs. Its purpose is to ensure the overall performance of the postgraduate programs.

ACADEMIC INFORMATION

1. Application Procedures and Policies

Admission

Applicants for any program of MEGST must have a suitable degree as a pre-requisite qualification. A complete Application Form set is available at MEGST office and the website (www.megst.org) which needs to be submitted in the last week of January every year at the latest or as the deadline mentioned in a particular Program information. Any incomplete 'Application Form' will not be processed.

Entrance Exam

Every prospective student must sit the 'IEP Entrance Test,' an English proficiency exam set by Admission Committee in late February every year. This test covers Listening, Reading, Writing and Speaking. Those who pass this test must join SES for three months, without fail. Whoever fails to join or complete IEP cannot register for official student status unless special permission is given by the Admission Committee to do so.

At the completion of IEP, students must take the MEGST Entrance Test. This test covers Listening, Reading, and Writing. Only IEP students who pass 'MEGST Entrance Test or Exit Test' (usually late May) will be allowed to register for official enrollment. Students who did not attend IEP, but were able to pass the MEGST Entrance Test, are expected to attend IEP before starting their second year of study.

However, admission to MEGST does not automatically imply acceptance as a candidate for a particular degree. Admission to all degree programs is provisional. A minimum course grade of average of 2.7 (B-) will be required for students to continue studying at MEGST. Most importantly, the decision of the Academic Committee in enforcing these regulations will be the final authority and binding on the students.

Registration and Orientation

1. All students must register on 'Registration Day' and present themselves on 'Orientation Day,' both listed on the Academic Calendar (attached in the 'Application Form').
2. Each student must secure a 'Registration Form' from the Registrar and complete the 'Registration Form' with the corresponding schedule of study and then secure the advisor's signature or approval. Students are encouraged to go to any faculty for advice on courses to be taken for the semester.
3. Students are to secure the Registrar's signature and the Cashier's assessment before going to the Financial Desk for payment.
4. Exceptionally, one-week extension (with acceptable reasons) will be given for late registrants. A specified fee will be charged for a late registration. No student may enter a course later than one week after the beginning of the academic year.
5. All new students, regardless of the number of units for which they are enrolled, are expected to attend the scheduled Orientation program which basically introduces academic, financial, spiritual, social, and pastoral dimensions of MEGST.

Class Rules (Classroom Setting)

1. Any student will have to drop the given course if s/he is absent three times (with acceptable reason) of a three-hour class a week.
2. Any student is considered absent if s/he arrives 15 minutes after the class has started. One 30 minutes late is equal to one absence from a three-hour class.
3. For coming late and leaving the class before the end of lecture without permission, deduction of marks will depend on the faculty.

2. Academic Standard and Disciplines

Enrollment

1. The Registrar's Office prepares for each student a program worksheet which indicates course requirements.
2. Any student carrying 12 or more units per semester is considered a full-time student of MEGST. Students should note, however, that 15 units per semester are required for graduation within suggested course schedules. A load of 16 units is considered by the faculty to be equivalent to about 45 hours per week of study.

Continued Study

1. A minimum Grade Point Average (GPA) of 2.7 (B-) must be maintained for the student to continue studies at MEGST.
2. If a student falls below 2.7, he/she will be placed on academic probation. If a first-year student's average is below 2.7 (B-) in the first semester, s/he will be placed on probation. They will take extra English tuition, and their subject load will be reduced and s/he must retake IEP in the following year.
3. The Academic Committee will review the academic performances of each student and place them on warning and probation, depending on the following:
 - a) If the student's GPA falls below 2.7, s/he will be placed on probation. As soon as he/she attains a GPA of 2.7 or above in the succeeding Semester, the probation will be lifted.
 - b) If the student gets a GPA below 2.7 in the succeeding Semester, the student will be required to repeat a year.
4. Continued study at MEGST depends upon evidence of spiritual maturity, character, and commitment to the Christian community. A student may be asked to discontinue or postpone his studies if it is deemed advisable by the faculty.
5. Enrolment for continued study is possible if there are no outstanding accounts with the Financial Desk.

Termination

A student's relationship with MEGST may be terminated for any of the following reasons:

1. Failure to maintain a satisfactory academic record.

2. Lack of aptitude or personal fitness for Christian ministry.
3. Behavior which violates the Statement of Faith, Philosophy Statement, Policies, and generally acknowledged standards of the institution.
4. Behavior which is disruptive to the educational process.

Dishonesty in Coursework and Examinations

1. Any work done by someone other than the student is a form of dishonesty. The securing of anyone to write any portion of work action unless the action is approved by the teacher. All work assigned is to be completed personally.
2. Copying a fellow student's work, either with or without the permission of the owner, is absolutely prohibited.
3. Using notes, books, or Bibles to complete examinations and tests without the permission of the teacher is another form of cheating, except in the case of open-book or take-home exams.
4. Sharing and receiving information during tests and examinations is absolutely prohibited. Students who share previously submitted and/or graded work, as well as the student who receives such work, will be subject to disciplinary action.
5. Leaving the examination/testing room without the permission of the professor or invigilator is strictly prohibited. When permission is granted to leave the room temporarily, the student should not go anywhere else or do anything other than that for which the permission was granted, or s/he will be asked to write a letter explaining his/her action.

Grading System

Letter	Numerical Points	Grade Point	Descriptor	Comments
A+	100-96.01	4.0	Superlative	<i>Work of exceptional quality</i>
A	96-93.01	3.7	Outstanding	<i>Work of excellent quality</i>
A-	93-89.01	3.5	Superior	<i>Demonstrates full grasp of course content</i>
B+	89-85.01	3.3	Very Good	<i>Mastery of the course content</i>
B	85-82.01	3.0	Good	<i>Commendable work</i>
B-	82-79.01	2.7	Satisfactory	<i>Work is of good quality, with some flaws</i>
C+	79-75.01	2.5	Adequate	<i>Some good work but also flaws which detract from the quality.</i>
C	75-72.01	2.3	Acceptable	<i>Some good points but also many flaws</i>
C-	72-69.01	2.0	Marginal	<i>Minimal passing quality, major flaws</i>
D+	69-65.01	1.7	Barely Pass	<i>Weak/simplistic presentation. Shows limited understanding of relevant material and demonstrates some grasp of course content.</i>
D	65-60	1.5	Probationary Pass	<i>Work is not of passing quality. Receives a probationary pass in the expectation that future work will improve.</i>
F	59 and below	1.0	Failure	<i>Failure to meet minimal requirements with no credit given. Work is very weak in all areas</i>
I	Incomplete			

Warning and Probation

A minimum GPA of 2.7 must be maintained by each student (see 3. Requirements for Continued Study, p. 10). Besides, the continuation for study at MEGST also requires evidence of spiritual maturity, character, and commitment to the Christian community.

Penalties

1. First Offense: the first time a student is found to be dishonest, s/he will fail that test, exam, or paper.
2. Second offense: the second time is found cheating, regardless of in which course it occurs, s/he will automatically fail that course.
3. Third Offense: the third time a student is found cheating, regardless of which course in which it occurs, he/she will be dismissed from the seminary.

Plagiarism and Its Consequences

Plagiarism is the act of taking another person's writing, ideas from Artificial Intelligence (AI), conversation, song, and pretending it is one's own. This includes information from web pages, books, songs, television shows, email messages, interviews, articles, artworks or any other medium. It is a serious violation of academic and ministerial ethics.

Therefore, MEGST faculty will not tolerate **plagiarism** in any form. The consequences of Plagiarism are:

1. First offence: fail the paper and rewrite a completely new paper on a new topic but maximum mark for that paper to be a bare pass. (Other marks for that subject unaffected.)
2. Second offence: fail the subject and have to repeat the whole subject the next year.
3. Third offence is expulsion from MEGST.

Each offence is to be reported to the Academic Dean, who makes a record, reports to all the faculty, and issues a warning to the student.

3. Graduate Profile

MEGST exists to see Christian leaders trained, equipped, and transformed in personal and vocational life. From an evangelical foundation, MEGST aims to pursue excellence in holistic development.

Knowledge

To this end MEGST graduates should have:

1. A sound knowledge of the content of the scriptures, and how the various portions canonically fit together for the redemptive work of God for humanity. Students should be able to critically evaluate the biblical contexts and apply the biblical principles for practice in their present contexts.
2. A clear understanding of Christian doctrines, the historical and evangelical theology of the Church. Graduates should have a clear understanding of how theology develops from context, and therefore be able to construct their own relevant contextual theology.
3. Awareness of current ministerial issues through the multiple lenses of the Bible, history, theology, and context. Students should be able to engage with the world, being socially and politically aware, and practicing and working for discipleship, Christian unity, nurture, counselling, servant leadership and preaching.
4. Familiarity with key concepts of the biblical foundation of the mission of God and its theological framework for missions. Graduates should be aware of the missiological issues and cultural appropriateness for church planting, Church growth and other holistic missions.
5. Strong position in evaluating the nature and impact of culture from a genuine Christian Worldview particularly in relation to the history, doctrines, and practices of Buddhism.
6. A basic understanding of Christian history with particular attention to the Asian churches including Myanmar, and the distinctive history, doctrine, practices of major protestant denominations.
7. A fundamental understanding of Christian educational approaches to the Church with special emphasis on holistic child development.

Skills

To this end MEGST graduates should have the ability to:

1. Interpret any biblical text according to its own context and apply it to the given context, responding to contemporary issues.
2. Critically analyze current theological issues from Evangelical perspective.
3. Study, teach and preach the Bible inductively and synthetically, as a basis for engaging with any and all aspects of life.
4. Interact with and contribute to current scholarship.
5. Create a leadership environment that is characterized by Christian unity, respect, and team spirit, and be able to work in Christian ministry interdenominationally, inter-tribally and internationally.
6. Nurture, mentor, and train others at both an individual and group level through discipleship, small group ministry, and formal/informal teaching and preaching contexts.
7. Evaluate contemporary mission methods in light of the Scripture. Graduates should have the ability to create missional insights for effective Gospel communication.
8. Speak, read, and write a standard level of English for access to theological resources and continuing education.
9. Be life-long learners and critical thinkers who take responsibility for their own learning.
10. Express their faith to others with confidence and defend the faith with gentleness and respect.
11. Participate fully in the life of the church and serve according to their gifts and abilities.

Life

To this end, MEGST graduates should have a commitment to:

1. Be people of prayer, faith, love, and hope.
2. Be agents of peace and harmony in each of the different communities to which they belong.
3. Be Christ-like leaders with of humility and integrity.
4. Be agents of change in building the nation and the common good of the country.
5. Honor every human being as created in the image of God by appreciating the diversity of the cultures, ethnicities, and traditions within the church.
6. Implement well the tasks of Pastors such as spiritual, leadership, administrative and Pastoral care.
7. A deep and daily relationship with Christ for personal growth characterized by bearing the fruit of the Holy Spirit.
8. Know and develop their gifts, passions and calling in ministry. Live abundant, intimate, and joyful lives.

4. Graduation, Awards and Transcripts

Graduation Requirements

The faculty approve all candidates for graduation based on:

1. Completion of the requirements of the degree program.
2. Achievement of an accumulative grade-point average of 2.7 (B-).
3. Satisfactory completion of at least a total of 93 units (including Ministry Internship and Integrated Field Education).
4. Settlement of all financial accounts with MEGST.
5. Adequate evidence of Christian maturity and commitment.

Annual Awards

Every year MEGST normally gives four awards to outstanding students during the commencement exercise. They are Principal's Award, Character Excellence, Ministry Excellence and Academic Excellence. The first three awards are given away to the top graduates of the year and the last to the top students of each class of the year.

Principal's Award

This award is given to the graduating student who received the highest grade based on his or her performance throughout three academic years. For this award, the candidate must:

- have completed the courses required by MEGST.

- have obtained a grade not less than 3.0 in overall grade.
- have demonstrated and maintained scholastic integrity in all his/her academic performance.
- display Christian maturity.

Character Award

This award is given to the graduating student who is a living testimony for Christ and upholds the ideals of MEGST approved by the faculty. For this award, the candidate must:

- have shown evidence of satisfactory ministry and character.
- have maintained a cumulative grade of at least 3.0 in overall grade.
- show the following overall indications:

Character	50%
Spiritual Leadership	30%
Scholarship	20%

Ministry Award

This award is given to the graduating student who has done his/her utmost in school activities during his/her three years of study at MEGST. For this award, the candidate must:

- have demonstrated personal commitment to the work of the Lord and evidenced a servant-hood leadership spirit.
- have demonstrated personal integrity in ministerial performance and academic performance.
- have been actively involved in MEGST activities throughout their study years.

Academic Award

This award is given to students from each class who received the highest grade. For this award, the candidate must:

- have obtained a grade not less than 3.0 in every course.
- have demonstrated and maintained scholastic integrity in all his/her academic performance.
- display Christian maturity.

Transcript

No certificate and transcript will be issued to those who fail to pay or settle their accounts on time.

1. Transcripts are released only at the request of the student.
2. Students may request official transcripts of records from the Registrar's Office after accomplishing clearance requirements.
3. The transcript fee (Ks 50000) is to be paid directly to the office. (Ks 25000 to be paid for each additional request).

5. Student Affairs

The Division of Student Affairs oversees the overall student life. The personnel in this Division includes Dean of Students, Chaplain, Student Body Association (SBA), and other Sub-Committees like Sports Committee, Literature Committee and Music Committee.

To carry out his/her role, the Dean of Students liaises with the Principal and the Academic Dean. His duties include overseeing orientation week, student services, student body and other student concerns and social activities; and enforcing discipline both in the school and dormitories. He convenes the elected officers of the SBA. He keeps records of individual student's conduct, in case of misbehavior or other significant events in the life of a student, relating to his/her attitudes and relationships. The rest of the division personnel assist the Dean of Students in fulfilling these duties.

Moral Standards and Dress Code

Because of the biblical demands of discipleship, all MEGST students are required to maintain excellent conduct, consistent with evangelical and biblical standards. Therefore,

1. Students must avoid misconduct such as smoking, chewing betel, drinking alcoholic beverages, or taking drugs.

2. Any student found guilty of serious moral offense (such as adultery, sexual misconduct, criminal acts) and any student drinking alcoholic beverages or using illegal drugs will be asked to leave without any warning.
3. MEGST comprises of different racial groups that come from different cultural backgrounds, cultures, and denominations. Students should treat each other with respect and consideration. They should respect each other's culture, tradition, and position.
4. Sexual harassment, either in the form of physical violence, jokes, insinuations, or unwelcome attention that in any way demeans the other person, is unacceptable.
5. Any student who misbehaves towards any teacher will be reprimanded or prohibited from studying at MEGST. They should also be gentle and polite in interacting others.
6. Every student must have the school uniform before the end of the first semester.
7. Students are required to be neat and tidy in their dress and appearance. Male students are encouraged to wear dress shirts or traditional formal dress in classrooms. Female students are encouraged to wear longyi or traditional dresses and skirts which cover the knees. On sports and recreation days like picnics, more casual dress is acceptable. In every chapel service, MEGST requires the preacher and chairperson to wear proper attire. Traditional dress highly is appreciated.
8. Any student after two warnings from the Dean of Students for the following reasons will be suspended for at least one semester of his/her regular study for frequent absences from class, failing to participate in any MEGST activity and irregularities in the coming in and the going out of the school during vacation.

Dormitory Rules

1. Every enrolled student shall avoid political activity that may jeopardize MEGST. The college is an apolitical institution.
2. Drinking alcohol, smoking cigarettes, chewing betel nut and all sorts of behavior against Christian moral standards are strictly prohibited in all MEGST premises, including the dorms.
3. Every dormitory student shall keep peace with neighbors. If s/he has any evident accusation reported from the local authority, s/he will be expelled immediately from the dorm or MEGST, or both.
4. The students shall maintain silence in the dorm to avoid disturbing others. Total silence from 10:00PM to 5:00AM is a must. Students shall be at dorms by 8:00PM without fail.
5. Any dormitory student who has an emergency case to go out or stay outside the dorm after 8PM shall obtain permission from Warden in advance. Students who go outside casually (personal, social, etc.) shall sign in the "Out-pass Record," checked by dorm leaders.
6. The students shall use all facilities provided by MEGST with care and gratitude. Any destruction of MEGST property in the dorm will be heavily fined.
7. The students shall treat each other with thoughtfulness and respect. No student shall host any family member or friend from outside overnight in the dorm.
8. The students shall share their spirituality with others regularly by having weekly devotion in the dorm.
9. The students shall follow "No fee, No food" policy. They pay dorm fees, messing fees and monthly bills to the dorm leader or the person in-charge in time to continue to live in the dorm.
10. No male student shall visit the female dorms or vice versa without the request or permission of the Wardens.
11. The students shall keep their rooms, beds, desks, chairs, books, and clothes neat, tidy, and clean.
12. The Dean of Students or any assigned faculty member may visit dormitories for an inspection at any time as a surprise check.

NOTICE: Any student found guilty of breaking any of the above rules may be expelled from the dormitory or seminary, or both.

Community Life

Spiritual Development

Spiritual growth is a high priority and MEGST seeks to maintain standards of integrity in academic work, in ministry and in community relationships. That is why all students are to keep themselves "above reproach" (1Timothy 3:2-7) in their personal life and conduct. Chapel Services, Prayer, and Thanksgiving Days, Spiritual and Mission Emphasis Weeks, Care Group meetings, Home-cell Services and one-one-one

mentoring are intended to foster spiritual growth. MEGST affirms that corporate spiritual life is both biblical and necessary for a balanced life.

Mentoring, Guidance and Counseling

The Great Commission of Matthew 28:18-20 is to make disciples. Mentoring (which includes discipling) will teach and equip students to be mentors by first being mentored themselves and then by mentoring others. The goal is that students will grow in Christlikeness and become equipped for ministry; in heart (spiritual life), head (knowledge and learning) and hands (practical ministry skills). Practically, students will meet with their mentors once a week during the semester. Students can receive counsel from members of the faculty and administration. All faculty members and administrators will endeavor to give friendly and understanding guidance. Each full-time faculty member has responsibility for academic guidance as well as a measure of spiritual, emotional, and social counsel for students.

Chapel Service

Worship in the chapel is central to the life and purpose of the MEGST community. All students are required to attend chapel services where faculty, senior students, and guest speakers are preaching. Faculty, staff, and students are expected to attend unless office assignments or serious illness prevent any of them from doing so. No leave will be given on any special days. Sick students who request leave from the Chaplain must have approval from dorm monitor. Any student who absents chapel service more than twice, s/he needs to consult the Chaplain later for any action.

Care Group Meeting

‘Care Groups’ are formed to care for one another both socially and spiritually. This is the place to show love and concern to other fellow members. Each group meets in an assigned room on Friday mornings every month to praise God and to pray for each other. Two or more faculty mentors are in each group to guide students in their walk of faith. For deeper intimacy and relationship smaller groups are formed within each care group. This activity is one of the central parts of the biblical holistic mission of God. Each group is given autonomy to innovate any activities for their own group.

Student Ministries

There are numerous opportunities for students to get involved in practical ministries in Yangon. MEGST urges all students to have a balanced life in spirituality, study and practical ministry. MDiv II students are expected to reflect in their weekly ministry report that they engaged in the ministry consistently and regularly. Including the weekly ministry report, MDiv III students are required to complete the IFE course, respectively.

Weekend Ministry and Outings

If a student wishes to be away from the dormitory for ministry reasons in the weekends on a regular basis, s/he must present an official request letter from his/her respective church or mission organization or seminary to do so. Any student who wishes to visit his/her family or relatives during the weekend must inform the Warden and Dean of Students. A visit of this nature is allowed only once a month.

Recreation

MEGST Christmas is celebrated every year with a special recreational day of fellowship. Students also play soccer in the months of July-August, with teams based on the Care Groups. In addition, the school sets aside one day per semester for Sports Day, which includes indoor games. These activities are planned by the Student Council in conjunction with the faculty and staff.

6. Student Body Association

A committee of the SBA is elected to represent the student body, coordinate student activities and outings, and represent student concerns to the faculty and administration committee. It is composed of all elected officers from three committees. The officers of the SBA are:

1. President
2. Vice-President

3. Secretary
4. Joint Secretary
5. Treasurer
6. Assistant Treasurer
7. Auditors (*Asst. Manager and one faculty*)
8. Members: Care Group leaders, Dorm leaders, Class Monitors

Duties/Responsibilities

1. President

- S/He is the head of the Student Body Association.
- S/He presides over SBA meetings usually once a month.
- S/He heads to implement all decisions made by the SBA through its officers.
- S/He presents any proposal of student body to the Faculty or Office through the Dean of Students.

2. Vice-President

- S/He is the acting Chairman when the President is unavailable.
- S/He does other duties as delegated by SBA.

3. Secretary

- S/He records all the minutes of regular SBA meetings and any student activity as on the School Calendar or the likes.
- S/He keeps and preserves all important documents of the SBA.
- S/He performs other responsibilities as delegated by SBA.

4. Treasurer

- S/He receives all money intended for the SBA, along with receipts, and deposits it with MEGST treasurer for safekeeping.
- S/He disburses SBA money according to the budget, or as approved by SBA.
- S/He submits balanced sheet of cash flow to the auditor as financial reports to SBA every month and semester.
- S/He fulfills any other work delegated by SBA.

5. Auditor

- S/He audits all the financial records of the SBA.
- S/He carries out other duties as delegated by the SC.

6. Members

- They attend the regular SBA meetings.
- They serve as liaisons between SBA and other student groups they represent.

NOTE: *All the heads of Sub-Committees as well as Home-cell liaisons work together with SBA all kinds of assigned works which include overseeing the overall scheduled plans, programs, projects and activities of the year (Prayer Day, Sports, Emphasis Weeks, etc.).*

Qualifications & Election of SBA

All the nominees must:

- Be above reproach (cf. Exo. 18:19-23; 1Tim. 3:1-13; Titus. 1:5-9)
- Have fully registered for the current semester with an academic load of not less than 9 units.
- Have completed the equivalent of at least one year study or 24 units.
- Have maintained a grade point average of 2.7 in each semester. Failure to do so will mean forfeiting his/her position.

Election Procedure:

- The Dean of Students is to form the nominating committee at the end of the second semester of the passing academic year.
- The nominating committee is to post the list of its nominees and of other students to run for any of the elective offices and must post all official nominees as soon as possible.
- Voting is to be done by secret ballot on the same day.

- The members of the nominating committee will count and announce the results of the election on the same day.
- The Dean of Students will publicly announce all officers on the same day and also post notices on designated bulletin boards.

7. Library

The library is principally for the use of its students, faculty members and staff. Any non-MEGST student desiring to use any of the library facilities must first secure permission from the Librarian. Others may be given library privileges according to accepted guidelines.

MEGST alumni and those from outside MEGST community are encouraged to apply Library Card and use any library resource. For access to library catalogue: www.library.megst.org

Working Hours: Monday- Friday	8:30AM - 4:30PM
Lunch Break	12:30AM - 1:30PM

NOTICE: The library is CLOSED on Sundays and Gazette Holidays.

Classification System and Computerized Bibliographic Data

MEGST is using the Library of Congress (LC) system. MEGST is in the process of computerizing its library. Search for library materials can be done by computer. The library has adopted the open-stacks system. The user may freely go to the shelves and select the books they need or want to borrow.

Student ID or Library Card

Each student must obtain a Student ID/Library Card from the librarian. The ID/Borrowers' Cards are required for checking out books. The loss of an ID card must be reported immediately. A replacement will be issued two weeks after reporting the loss, with a charge of Ks. 5,000. No Card is transferable.

Borrowing privileges with Student ID or Library Card are:

Faculty

- Maximum 10 books for 30 days (renewable)

MDiv Student

- Maximum 7 books for 7 days (renewable)
- (Maximum 2 TR books overnight and return by 9AM the next day)

MTh Student

- Maximum 10 books for 7 days (renewable)
- (Maximum 2 TR books overnight and return by 9AM the next day)

Alumni

- Maximum 3 books for 7 days

NOTICE: If any student or borrower use someone else's ID or Borrower's Card rather than his/her own will have his/her library privileges suspended for one semester.

Library Regulations

1. Student or borrower must bring his/her ID. **"No ID, No Checkout."**
2. It is a place for studying, reading and learning. It is NOT a place for visiting friends. Therefore, "SILENCE" is the golden rule.
3. Idle conversation, group discussion, loud laughter and other unnecessary noise must be avoided.
4. Littering, eating and drinking are strictly prohibited.
5. Children under 12 years are not allowed to enter unsupervised.
6. Only stationeries are allowed inside the library. All other things, including bags, are to be left outside.
7. No book or any resource can be checked out for loan to others.
8. Books and other materials must be properly checked out.
9. Scheduled hours for lending circulation books and reserved books must be strictly observed.
10. All library materials borrowed for photocopying must be properly checked out.
11. All borrowed books must be returned on or before the due date.

12. All returned books must be placed at the book-truck, but Reference books, Periodicals and New Acquisition on Display books must be returned to the shelves where they were taken.
13. Newspapers, journals, and magazines must be returned to the display shelves on their assigned slots.
14. Do not write or underline in books nor cut anything from periodicals or newspapers. If you do, you will be fined heavily.
15. No permanent desks are assigned to students in the library. No student must not keep his/her personal belongings on desks because others may need to use the desk.
16. Do not move furniture without permission.
17. The librarian has the right to call back any borrowed book even before the due date.

Book Care

A student is responsible for all books checked out in his/her name. If any item is damaged, he/she will be required to replace the same book, or he/she shall pay 2 times of current price.

Damaging or Stealing Library Property

The defacing, mutilating, or stealing or loss of any library material or property requires the violator to replace or pay 5 times of its current value as a fine. If anybody is found damaging library materials will be charged or dealt with accordingly.

Surcharge for Unpaid fines/ Delinquency in Returning Books

A fine is to be paid when returning overdue books. If, for some reason, a fine cannot be paid immediately, the amount will be noted, and notices will be sent each week. The second notice becomes the FINAL NOTICE, and the fine must be paid within 24 hours. A surcharge per day will be added to the fine after the final notice. If there is continued delinquency with the return of books or unpaid fines, library privileges will be taken away. The student may not check out books or library materials until the account due is paid.

Categories of Collection

General Circulation

These books can be checked out with an ID card for only 7 days.

1. Students may not borrow another book while having overdue books.
2. A one-week loan may be renewed once, as long as nobody else needs the book. Renewal for the second time is allowed only if the book is still available three days after its return.
3. Take note of the due dates of the books you have borrowed. A fine of Ks. 200 per day per book is charged until the book is returned. Sundays and official holidays are not included in the computation.
4. Any person who loses or fails to return a book within a week after the due date or recall must replace it with the same title, pay its current replacement value, or replace it within 30 days by another title to be selected by the librarian.
5. Any book on loan may be recalled at any time.
6. Every semester, on the last day of the final examination, all books and other materials must be returned.

Temporary Reserved Books (TR)

Prescribed texts and other relevant books are reserved on the TR bookshelf. These are textbooks and collateral-reading materials recommended by MEGST faculty as required readings. These books can be checked out for a night (or must be used in the library only) depending on the demand.

Borrowing these TR books can be done as below:

1. A limit of 2 books may be signed out for two hours a time. If there is no demand for the books there is no limited times the books may be renewed, but they should be renewed every two hours.
2. All reserved books are strictly for overnight, and room use only. However, in cases where faculty members may deem it necessary, reserved books may be taken out of the library for classroom use for the duration of the class.
3. Reserved books on overnight loans must be returned on or before 9:00AM on the next working day.
4. Any student who fails to return a reserved book must pay a cash fine.

Special Collections

1) Reference Books

All books marked with REF on the spine of the book are part of the MEGST Reference Books Collection. These are made up of handbooks, encyclopedias, dictionaries, commentaries, biographies, and others which fall into the same category. These books are strictly to READ IN LIBRARY ONLY. *Return these books to the right place after use. Do not leave them on the desks.*

2) Theses and Dissertations

Strictly for **Library Room Use Only**, thesis and dissertation copies cannot be reproduced in any manner whatsoever without written permission from the author.

3) Periodicals

Book-bound journals/periodicals are shelved in the Periodical Section. They are strictly for **Library Room Use Only**. Students must return periodicals to their proper slots. Do not leave them on the desks.

4) Burmese Section

Some books, written in Burmese, are shelved in Reference Room. These books must always remain in the library and are to be used only for reference.

8. Facilities and Services

Printing and Photocopying

Students may use MEGST printers and copiers only for assignment purposes with charge. Certain books, especially rare books, are not to be photocopied for technical reasons. The Librarian or Academic Dean must approve and let the students know which books can be copied and which cannot. Reference books are not allowed to be photocopied.

Internet or Wi-fi

In the Main Library, there are a few desktops with internet connection. Students who want to use have to register their names and time use at the library counter first and pay what is due.

Book Store

A limited supply of selected books is available on the counter near the smart classroom for students. Required textbooks for courses at MEGST may be purchased at this bookstore or from the professor. Other books are also on sale to students. These books are sold at reasonable prices and special sales are occasionally offered.

Security of Premises

MEGST office and classrooms are open daily from 8:00AM and close at 5:00PM. They are closed on Saturdays and Sundays. No one is allowed to stay on these premises after scheduled hours, except during official functions and special events on request and permission.

Use of MEGST Facilities

The chapel is newly renovated into a multi-function hall. If any organization or social group other than MEGST community seeks to use Chapel and any other premise or facility of MEGST, Executive Committee would gladly consider it for local income generation based on case to case.

MASTER OF DIVINITY PROGRAM

This is designed for a three-year program without major division. If a student is interested in studying major subjects, he or she can study for one more year.

1. Qualifications and Requirements

1. Any Bachelor's degree (B.A., B.Sc., B.Th, B.D., etc.) or its equivalent degree from a recognized institution.
2. Official transcripts of credits from and Colleges attended.
3. A complete 'Application Form' set.

A health certificate indicating the applicant's physical fitness. A statement indicating how the studies will be financed. Letters of reference from:

- (a) The applicant's pastor or head of ministry currently involved
- (b) Church Deacon/Elder
- (c) Former teacher or professor

An essay about **750 words** (3 pages) with the following points:

- (a) A brief history of family background
- (b) A brief testimony of conversion experience
- (c) Personal vocational call and ministry experiences
- (d) Reasons for coming MEGST
- (e) Definite ministry objectives after graduation

2. Fee Structure

There is no free education at MEGST. Every student must be approved and supported by his or her sending body—church, organization, or the likes. The fee structure for MDiv students is as follows (all are in Kyats):

- | | |
|------------------------|--------------------------------------|
| 1. Admission Fee | 50, 000 (New Students Only) |
| 2. Registration Fee | 5,000/semester (Late Fee 5, 000/day) |
| 3. Library Fee | 10, 000/year |
| 4. Online Resource Fee | 20, 000/year |
| 5. Tuition Fee | 75, 000/course |
| 6. Graduation Fee | 50, 000 (final year students only) |
| 7. Transcript Fee | 50,000/issue |
| 8. Exam Fee | 10, 000/year |
| 9. Dormitory Fee | 20, 000/month |
| 10. Student ID Card | 5, 000/ issue |
| 11. Messing Fee | (Depends) |

MASTER OF ARTS IN ORGANIZATIONAL LEADERSHIP PROGRAM

MAOL is a joint program offered by MEGST and Development Associates International (DAI), designing for a three-year program. A distance program and self-guided study of materials with assignments submitted to facilitators online, requires a cohort learning model (of 25-30 students in one cohort) twice a year where courses are introduced by the facilitators. The degree is awarded by MEGST.

1. Qualifications and Requirements

1. Bachelor's Degree in any field or above
2. Christian with a vibrant faith with 3 years of leadership experience.
3. Proficiency in English to MA level, written and spoken who is:
 - A leader of any Church-related Ministry or any NGO
 - Aware of the need to further your education and training in an ever-changing world.
 - Engaged in a work you cannot stop to go back to school fulltime.
 - Interested in reflecting on your various leadership experiences with other leaders facing similar challenges.
 - In search for new spiritual input and managerial knowledge for your ministry and work.
 - Committed to following the principles of Jesus Christ in your leadership role.

2. DAI Core Values

DAI is committed to effectiveness, integrity, humility, partnering, mentoring, holism, biblical standards and to reaching those with the least access.

DAI seeks to model leadership that is rooted in integrity and effectiveness. (Pro 11:3: 10:9)

DAI's priority is Christian leaders who have the least access to spiritual, human and material resources. (Matt 28:18-20; 25:40, 45)

DAI seeks to serve churches, organizations and individuals with humility and respect for their calling before God. (2Ch 16:9; Zec 4:6-10).

DAI is committed to partnering with others who seek to enhance all members of the Body of Christ regardless of their national origin, gender, role or ethnicity. (2Th 1:11-12)

DAI affirms that leadership development is a lifelong process done primarily on the job through mentoring with our Lord Jesus Christ as the ultimate model and mentor. (John 15:4-11)

DAI will always endeavor to uphold biblical standards as the true measure of all leadership and not cultural standards while recognizing as essential the adaption of language, style and form in communication. (2Pet 1:3-8)

DAI affirms the holism of the Kingdom where there is no dichotomy between evangelism, personal and social transformation. (Luke 4:18-20; James 2:26; Matt 21:43)

3. Course Modules

YEAR ONE

Semester I

Module 1

LEAD 511: Leadership:
Making Human Strength
Productive

Module 2

LEAD 522: Teaching &
Learning for Impact

Semester II

Module 3

LEAD 521: Strategic
Thinking

Module 4

LEAD 532: Women in
Leadership & Ministry

YEAR TWO

Semester III

Module 5

LEAD 531: Integrity &
Finance

Semester IV

Module 7

LEAD 652: Ethics for Living
& Leadership

Module 6
LEAD 541: Spiritual
Formation

Module 8
LEAD 542: Conflict
Management & Resolution

YEAR THREE

Semester V

Module 9
LEAD 533: Research
Methods with Mini thesis
Module 10
Mentoring

Semester VI

Module 11
LEAD 622: Culture,
Ethnicity & Diversity
Module 12
Development and Social
Change

MASTER OF ARTS IN YOUTH MINISTRY PROGRAM

This is a joint program of MEGST and Youth Ministry International (YMI, USA). It is a three-year program with two residencies per year (usually in March and October). One residency is two weeks. This modular system requires pre-class readings and post-class assignments. The degree is awarded by MEGST.

1. Qualification and Fees

The applicant must:

- have a bachelor's degree from university or seminary or above (Master's degree is preferable).
- be good at English four skills.
- fill out the complete application form (available at MEGST office).
- submit the application form before the third week of July every year.
- Application Fee Ks 5, 000
- Admission Fee Ks 100,000
- One subject Ks 50, 000

2. Course Description

YM 101 Principles of Youth Ministry (3 credits)

This course covers a brief history of the growth of contemporary youth ministry, orientation to various ministry strategies, theology of youth ministry, biblical principles for successful ministry programming, methodology, and relationship building with youth and adults, an introductory evaluation of adolescent development, and an introduction to concepts and practices involved in local church youth ministry.

YM 102 Youth Culture (3 credits)

Identification, integration, and application to contemporary youth culture is emphasized. Focusing on the science of the anthropological and sociological nature of the "people-grouping" of the young. Special attention will be given to reaching the global adolescent within the context of one's local culture using quality missiology and ethnographic research and evaluation.

*YM 187 SME: Local Church Youth Ministry Survey (1 credit)

YM 103 Programs in Youth Ministry (3 credits)

This course explores administration and management of student ministry including outreach and teaching strategies for students and their families. It includes volunteer enlistment and training methods, as well as programming skills to directly involve youth in ministry, and minister to and with parents of youth. The student will acquire detailed skills to administrate and develop programs and events. Budget and calendar planning and Implementation will also be included.

YM 201 Youth Evangelism and Campus Outreach (3 credits)

Special attention is be given to evangelizing students— equipping youth to reach out and evangelizing their peers within their local church context, focusing on researching and establishing campus outreach ministries to local schools; primary, secondary and college.

*YM 287 SME: Programming & Evangelism Projects. (1 credit)

YM 202 Discipleship in Youth Ministry (3 credits)

This course focuses on principles and methods of spiritual maturing in the context of social, physical and cultural youth development. Youth workers and students will be trained to disciple new believers into the church. Application of the learned principles and methods of discipleship will be required for course completion.

YM 203 Communication to Adolescents (3 credits)

The course includes the study of platform techniques, sermon construction, teaching strategies, lesson preparation, small group facilitation and general speaking qualifications within the context of biblical guidelines and cultural appropriateness. Special emphasis is given to adolescents and age-appropriate communication using experiential learning techniques for maximum retention.

*YM 387 SME: Discipleship & Youth Ministry (1 credit)

YM 301 Youth Ministry Curriculum Development (3 credits)

An examination of Church youth ministries for purposes of development of Biblical curriculum. The curriculum teaches the student to develop a philosophy of curriculum that will be balance the teaching of youth in the area Doctrine and Bible learning, ministry practice and Christian disciplines, and addressing the felt needs of the young person in the local culture. The student is taught how to write and critique curriculum, in an overall system of youth Christian Education and to develop a scope and sequence of curriculum planning.

YM 302 Special Programming: Youth Missions Trips and Camping/Retreats (3 credits)

Contemporary Youth Missions: An overview of evangelizing adolescents as a distinct people group in a cross-culture environment. Special attention is given to equipping nationals and to programming strategic cross-cultural missions. Special attention will be given to the implementation of varying local church camping models.

*YM 487 Supervised Youth Ministry Experience: (1 credit)

YM 401 Youth and Family Ministry (3 credits)

A comprehensive examination of the adolescent in context with the local cultural family dynamic. This course will not only examine the traditional home but will also investigate the non-traditional home. Special attention will be given to providing strategies and resources to parents. The integration of the family and the local church youth ministry will be emphasized.

YM 402 Ministry to Troubled Youth (3 credits)

This course examines personal conflicts that the contemporary student confronts in his/her life. Special attention is given to conflict resolution in relationships and spiritual giftedness, temperament, and group process. The student will be trained to recognize serious personal problems and how to refer them for healing and care.

YM 403 Professional Orientation to Youth Ministry (Capstone Course) (3 credits)

Students focus on their call to ministry examining personal growth and commitment. Job descriptions, staff development and relationships, goal setting, time and financial management, personal leadership styles and development will also be emphasized. Students will be required to write their doctrinal statement, youth ministry philosophy and a professional resume.

YM 500 MA Youth Ministry Thesis. (Optional depending on institution) (4-6 credits)

This writing project will require that the student propose for approval a research study on an approved topic that will give special attention to the application of the course content to youth ministry and/or training in their local area. An assigned youth ministry professor will supervise the project. The project will be done in accordance with approved institutional policies and written project requirements.

NOTICE: The SME (Supervised Ministry Experience) classes are conducted in the local churches where students serve. YMI Certification (requirements outlined in YM 101) will be offered to those who participate and complete these local church supervised field education classes.

In total, there are 11 courses of 3 credit hours each (= 33 credit hours) with 4 SME Courses (1Credit hour each), meaning 4 credits, plus 1 MA Thesis for 6 credits depends on the institution. In short, MAYM offers 43 credits plus any other required theology or Bible courses if mandated by the institution.

GRADUATE DIPLOMA IN CHRISTIAN EDUCATION PROGRAM

I. What is the Graduate Diploma in Christian Education (Grad Dip in CE)?

This program was created and designed by MEGST to equip Christians (predominantly lay members) to serve young people with knowledge gained from the Bible, Theology, Psychology, and Developmental Theories and prepare them for practical ministry with children.

II. Who fits in this Grad Dip in Christian Education program?

This program is especially suited to lay members of the church and those interested in serving the young ones (ages 0 to 18). (No entrance exam)

III. Why Grad Dip in Christian Education?

This program was created to meet the needs of local churches in terms of educational ministry, especially for children (ages 0 to 18).

IV. How will the program run?

The program will run online. One course (3 credits each) will be offered for two weeks (3 hours per day, 6:30 pm to 9:30 pm) on weekdays only. Students and teachers will use Google Classroom to share their texts and materials, including student assignments.

V. What language will be used to teach?

The program will be offered in both English and Burmese. The materials (texts, PowerPoint slides, papers, and all the assignments) will be in English, and both English and Burmese will be used in the teaching.

VI. What is the duration of the study?

It is a nine-month course (May to January), and the study duration would be 1 year to 3 years.

After 3 years of study, students cannot enroll in any subject.

VII. How will the assessment be conducted?

Students must attend each course for 10 days, 3 hours (or) 2.5 hours per day. After the coursework, students need to work on their assignments for two weeks. Each course will last a month (two weeks for class and two weeks for assignments).

Each course will have (the lecturer can decide the grade percentage). Here is the draft grading system that the lecturer can refer to.

- (1) Field Research Paper or Major Paper (6-8 pages) – 30 %
- (2) Reading Report (1 or 2 reports) – 30 %
- (3) Reflection or Presentation (which can be done and graded in the class hour) -20 %
- (4) Attendance and participation – 20%

Abstentions: If a student is absent from a course for three days or nine hours (for any reason), that student is automatically dropped off for that course.

Final Grade Submission: Teachers should return the student's final grade within two months of teaching their respective courses.

How to ask for leave?

Students can contact the class lecturer via phone ahead of time.

VIII. What are the requirements for Grad Dip in Christian Education applicants?

This program is open to applicants with bachelor's degrees (BA, B.Th.) and Christians with a heart for serving in children's ministry or c.

IX. What will the teaching method be?

The teaching method will be online (Zoom). Each student should have good Wi-Fi, a laptop computer, and a safe and quiet place for online learning.

Moodle or Google Classroom will be used to deliver class materials and submissions of the assignments.

X. When will it start?

The first class will start in May every year and end in January the following year. (9 months)

XI. Who will be teaching these subjects?

The teachers will be experts from local and international fields. Each teacher must have a master's degree.

XII. How much are the fees for a course?

Admission Fee: 50,000 Ks

Online Resources Fee: 20,000 Ks

Registration Fee: 10, 000 Ks (per Trimester)

Tuition Fee: 50,000 Ks (per Subject)

(Graduation fee: 50000 Ks will be collected if the student aims to attend graduation after completing all the required courses with an average of B-).

The fees can be paid trimester-wise.

XII. Which subjects will be included in the Grad Dip in CE?

These Subjects can be changed based on the needs of the students.

No.	Names of the Subjects	Credits	Dates
1.	Theology of Children	3	May
2.	Holistic Child Development	3	June
3	Bible Introduction and Interpretation	3	July
4	Philosophy and Psychology of Children	3	August
5.	Sunday School 101/Parenting/Homiletics	3	September
6.	Simply the Story	3	October
7.	Teaching Methods	3	November
8.	Curriculum Development	3	December
9.	Child, Church, and Mission	3	January 2026

MASTER OF THEOLOGY PROGRAM

MEGST offers M.Th. to train people who effectively lead Bible schools, churches, and Christian organizations in the country. It has three majors: Theology Missiology and Biblical Studies.

1. Qualifications & Requirements

Students whose first language is not English are required to pass entrance exam and comprehensive exam to enter into MTh. In addition, MTh students are expected to have done Greek or Hebrew or Pali in their former degrees.

1. The applicant must have BD or Master's degree with GPA B+.
2. The filled-out application form must be return to the office with:
 - a) 2 recent passport-size photographs
 - b) Official transcripts of all college works
 - c) A letter of sponsorship
 - d) A doctor's recommendation letter indicating physical fitness.
 - e) Recommendation letters from:
 - i) Applicant's employer
 - ii) Former teacher
 - iii) Any respectful Christian leader
 - f) A written statement including the following points:
 - i) family background
 - ii) conversion experience
 - iii) vocational call
 - iv) reasons for coming to MEGST
 - v) definite ministry objectives after graduation
3. It is a must to take entrance examination on the second or third week of February every year.
4. Upon the satisfactory fulfillment of all entrance requirements, the board of admission will officially enroll the applicant as a candidate for the postgraduate degree.

2. Registration & Orientation

At the beginning of each academic year, all students are expected to register for the course. Those who are late without prior approval by the Director of Postgraduate Studies will be charged a late registration fee of Ks. 5, 000 per day. There will not be any refund of fees if the student withdraws from a course after his/her enrolment. Part-time students must contact the program Director before he/she enroll for the course. Students are expected to fulfill all the requirements of each course registered for (class attendance, assignments, examination, etc.).

All new full-time and part-time students are required to attend an orientation program at the start of the academic year. The program aims to acquaint students with various aspects of college life, community living and expectations and requirements of a student.

3. Enrollment & Financial Information

The time allowed for full-time students is 2-3 years or 3-4 years for part time students. Only under very special circumstances might the Postgraduate Committee allow an extension to this time limitation. The student may apply suspension of studies for a limited period due to unforeseen or urgent circumstances but with charge. The Postgraduate Committee must directly be approached for any request of extension in written form.

Students at MEGST are charged much lower than the actual cost of education. It is therefore imperative that each student be responsible for the chargeable cost. Students are required to pay tuition fee and other fees before s/he enroll for the new course.

School fees, in general, are listed below:

1. Admission FeeKs 50,000 (New Students only)
2. Registration FeeKs. 10,000 per semester (Late Fee–5000/day)
3. Library FeeKs. 10,000 per year
4. Online Resource Fee..... Ks. 20,000 per year
5. Graduation FeeKs. 50,000 (graduating students)
6. Dormitory FeeKs. 20,000 per month
7. Transcript FeeKs. 50,000 per issue
8. Tuition FeeKs. 100,000 per course
9. Exam Fee Ks. 10,000 per year
10. Research ProjectKs. 400,000
11. Student ID Card..... Ks. 5,000 per issue

NOTICE: *MTh students are expected to fully involve in the community activities, including Chapel, Care Groups, Mentoring and Social Activities. Above all, MTh students are considered as mature enough in their daily walk of life to set good examples for others.*

4. Course Design

The MTh is delivered in two formats:

1. MTh with thesis: The student will do 8 courses and a thesis that is the credit hour equivalent of 4 courses.
2. MTh with research essay: The student will do 11 taught courses and a research essay that is equivalent to 1 taught course credit.

After taking 8 courses in the first year, students may work on their research. After thesis writing, students need to take one major course. This major course can be either in class or self-study.

Thesis (12 Units)

The students who have successfully accomplished course works (8 subjects) in their first year and maintain the overall grade at least (B-) are eligible to start writing their thesis (40, 000-50, 000 words). The thesis is designed to demonstrate the student's competence in his or her area of specialization. It should deal with the topic in a way comparable with a paper published in an academic journal. It should fulfill all the requirements and procedures outlined in MEGST's thesis manual—format style, footnotes, bibliography and length of the thesis.

Before students write their thesis proposal, they need to meet their Head of Department for initial research. Research proposal can begin as soon as they are eligible to write a thesis proposal. The student should work closely with Head of the Department or the assigned professor before defending thesis proposal. They need to submit their final draft in the second week of May and their proposal defense will be held in the fourth week of May. The whole thesis must be submitted in the last week of November every year.

5. Major Studies

MTh in Theological Studies

The MTh in Theological Studies is designed to enable theological reflection upon current theological issues, theological teachings of the Bible, and its implications to the church today. Although this program offers a wide range of theological subjects, it focuses on contextual theology which deals with the current theological issues of the church in the light of the Bible.

Major Objectives

1. To deepen their knowledge of theology through specialized study, personal work, and research.
2. To focus primarily on contextual theology without denying the importance and significance of classical theologians and their contributions to our churches today.
3. To study current scholarship of Western and Asian theologians to understand the uniqueness of Christian theology.
4. To make scholarly contribution to developing theology for Myanmar.

Core courses

1. Research and Writing Methodology
2. Public Theology
3. Hermeneutics
4. Christianity in Asia
5. Understanding Buddhism
6. Biblical Theology of Missions

Major courses

1. Asian Theology (TH)
2. Bonhoeffer Theology

MTh in theological Studies students can take two elective courses recommended by the Head of Department. Moreover, if students want to take courses offered in MDiv class, students are encouraged to do so.

MTh in Inter-cultural Studies

MTh in ICS is designed to enable the students to understand mission as fundamental to Christian faith, to build up their capacity to do research independently, to equip missional leaders, and to respond to issues with missiological concern in Myanmar context. It is a two to three years research level of postgraduate program with thesis writing.

Course Objectives

1. To equip men and women for theological institutions and for leadership in various church related ministries.
2. To understand the biblical, theological, historical, sociological, and anthropological foundations for missionary ministry.
3. To articulate a philosophy of missionary ministry and develop appropriate strategies for cross-cultural setting in Myanmar.
4. To be able to write resourceful research and engage in critical thinking and theological reflection in at least one core area of inter-cultural studies.

Core courses

1. Research and Writing Methodology
2. Public Theology
3. Hermeneutics
4. Christianity in Asia
5. Understanding Buddhism
6. Biblical Theology of Missions

Major Courses

1. Cultural Anthropology
2. Diaspora Mission

6. Academic Disciplines

Class Attendance

Class attendance is compulsory. Students may be granted leave of absence by the subject supervisor (or) by the program Director on medical or compassionate grounds only. Students who cannot satisfactorily explain their absence from class may be dropped from the course pertaining to it. Punctuality is strictly required for all students.

Courses are delivered with a one or two-week lecture block. Attending classes is only a small part of course requirements.

Assignments Submission & Grading System

Students are required to submit their written assignments on time. Any assignment submitted after the deadline set will not be accepted. It will be considered as failed and the student is then required to repeat the whole course when it is offered again. Late submissions will be marked down by some grade.

Final grades are given to the student upon the lecturer's careful evaluation in the areas of class attendance, punctuality, and regularity in coming to class, the quality of assignments, participation in discussion, relation with teacher and fellow students, and examination(s). Grades are recorded at the end of each course to indicate the quality of work done by the student in that course.

The grading system for thesis is classified as:

- Distinction
- Pass (with minor correction and with major correction)
- Resubmit (major revision according to the examiners' reports and resubmit within 6 months. This requires re-enrollment)
- Fail (thesis cannot be resubmitted at MEGST/any other institution)

After agreeing with the professor, the student is allowed to resit the examination for failed courses within the set time. However, the total number of resits permitted is limited to one. The student cannot proceed to the next stage of the study if his/her performance is unsatisfactory.

Tentative Courses for MTh (Integrated)

I Semester

1. Research and Writing Methods (June)
2. Contemporary Theological Issues (July)
3. Transformational Learning (August)
4. Peace Theology (September)

II Semester

5. Biblical Theology of Mission (October)
6. Diaspora Mission (November)
7. Advanced Hermeneutics (December)
8. History of Mission (January)

Schedule for MTh Thesis Writing

YEAR	MONTH	REQUIREMENTS
I	June to January	Course Work (8 Subjects)
I	February	Submission: Thesis Title with Prospectus for Approval
I	March to May	Proposal Writing with Mentor
I	May (Last Week)	Proposal Defend
II	June to November	Writing Thesis and Submitting Final Draft
II	December	Examiners' Checking
II	January	One Major Subject + Revision of Thesis
II	February (1st Week)	Submission: Revised Thesis and Binding before Graduation

Graduation Requirements

MEGST's academic degree indicates that the graduate has successfully completed all the requirements of the study (including the thesis project). Satisfactory completion of the six prescribed courses with a cumulative grade point not lower than B- (2.7) before the student is allowed to write the thesis proposal.

Thesis writing is one of the major requirements for the MTh graduation. It must be 40,000-50,000 words excluding bibliography and Appendix in length. Students must also have settled all the financial obligations before graduation. Being excellent in spiritual and moral life is also part of the graduation requirements at MEGST. MTh thesis carries 12 credits. The mentor and the external examiner will read all MTh theses.

DOCTOR OF MINISTRY PROGRAM

1. Program Design & Objectives

As DMin is a professional program designed for those who are actively involved in vocational ministry, it is a non-residential program that enables the students to complete a post-graduate course of study in higher education while remaining in the professional career.

The program prepares ministers to practice ministry effectively and meaningfully through the ongoing integration of theory and practice. It also trains ministers to acquire and develop mature and effective leadership skills and competencies to manage a church or ministry/organization. This program equips students to achieve the learning outcomes.

Upon successful completion, a student will be able to:

- evaluate their own personal, spiritual, and professional development
- assess and construct biblical concepts in contemporary contexts
- conduct professional applied research in their chosen field of study
- enhance identified ministerial skills such as communication, leadership, and administration
- communicate God's Word effectively in both oral and written forms
- make contribution to the practice of ministry—local churches and parachurches with impact.

2. Program Requirements

The Program requires 32 credit hours of coursework (= 8 courses) and 16 credit hours of dissertation. The total 48 credit hours program normally requires three years of study with six months module for each course. In the first two years, two courses are taken each semester, requiring a total of four weeks of study at MEGST in each year (two weeks for two courses in semester break and another two weeks for two courses in summer). Students who have successfully completed course works in two years with average B for all coursework are eligible to write dissertation.

The final draft of the dissertation should be submitted by last week of August to be examined by the external readers. The dissertation should be between 50000 and 60000 words, excluding contents, bibliography, and appendices.

3. Admission and Financial Requirements

1. MDiv or equivalent degree from an accredited institution with a 3.0 grade point (B) average or above for postgraduate studies.
2. At least FOUR years of ministry experience since the completion of the first Master's degree.
3. Application Form may be submitted during March-July every year and 31 July is the deadline every year.
4. Personal interviews take place in August every year.

Admission Fee	Ks 50,000 (New Students Only)
Registration Fee	Ks 10,000 per semester (Late Fee 5000/day)
Online Resources Fee	Ks. 20,000 per year
Library Fee	Ks. 10,000 per year
Tuition Fee	Ks. 150,000 per course
Graduation Fee	Ks. 50,000 (graduating students)
Dissertation Fee	Ks. 600,000 (final year)
Student ID Card	Ks. 5,000 per issue

NOTICE: All fees are subject to change without prior notice. Registration and Tuition Fees are to be paid on Registration Day each semester. Additional costs (textbook, workbook, xerox) must be paid too.

4. Tentative Course and Dissertation Schedule

No	Course
1	Course 1: Research and Writing Methods Course 2: Challenges Facing the Migrant Church
2	Course 3: Christian Worship Renewal Course 4: Church and Society
3	Course 5: Biblical Preaching Course 6: Peace Theology
4	Course 7: Pastoral Counseling Course 8: Issues Facing Myanmar Churches

YEAR	MONTHS	REQUIREMENTS
I	September	2 Subjects
I	March	2 Subjects
II	September	2 Subjects
II	March	2 Subjects
II	August	Submission: Dissertation Title with Prospectus for Approval
III	September	Proposal Writing with Mentor
III	December (1 st Week)	Proposal Defense
III	August	Submission: Dissertation Draft
IV	September to October	Examiners' Checking
IV	November	Final Defense
IV	January	Revision and Approval of Dissertation
IV	February (1 st week)	Binding before Graduation

CONCLUSION

The content of this Student Handbook is generally valid for the current academic year. Any rule, regulation, policy, or practice described in it is subjected to change without prior notice. If a change takes place, MEGST office will communicate it to students as soon as possible.

APPENDIX

Contact Numbers

MEGST OFFICE	01558418
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: No. 57, 5th Floor, Room (D) Komin Kochin Street, Bahan Township, Yangon

The Student's Pledge

All students at MEGST must sign this pledge.

I, the undersigned, hereby pledge to abide by the following declarations:

1. I shall devote my time and energy to my studies and meditation on the Word of God.
2. I shall abide by MEGST's rules and regulations.
3. I understand that admission to MEGST is provisional and does not automatically imply acceptance as a candidate to a particular degree.
4. I shall not take part in any political activity that will jeopardize my seminary.
5. I shall submit to the rights of MEGST administration to take any appropriate action, if, in their judgment, my behavior, character or doctrine is contrary to the spirit and emphasis of MEGST.
6. I shall accept the decisions of MEGST Academic Committee and will abide by the academic, moral, and social standards of MEGST.
7. I understand that the school authority has the right to suspend or terminate my studies if I fail to abide by this pledge.

Date: _____

Signature: _____

Name: _____