



APPLICATION FORM

I. PERSONAL DETAILS

APPLICANT'S FULL NAME: _____

EMAIL: _____

TELEPHONE NUMBER: _____

DATE OF BIRTH ____/____/____

GENDER: (Tick One) Male/ Female _____ **Country of residence:** _____

ID/ Passport No.: _____

MARITAL STATUS: (Tick one) Single _____ Married _____ Divorced _____

MOTHER & FATHER INFORMATION:

Mother's Name: _____ **Tel_No:** _____

Father's Name: _____ **Tel_No:** _____

CURRENT CONTACT ADDRESS:

Province: _____

District: _____

Sector: _____

Cell: _____

Village: _____

PROGRAM DETAILS AND INTAKE

PROGRAM: _____

ACADEMIC YEAR: _____

INTAKE: _____

NEXT OF KIN/ GUARDIANS (To be contacted in case of any Emergence)

Name: _____

Relationship to applicant: _____

Address: Email: _____

Telephone No.: _____

II. PREVIOUS EDUCATION

S/N	Institution Name	From	To	Combination or Degree
1.				

III. Language Proficiency

S/N	Language	I Can only read	I Can read and write	I Can read, write and speak fluently
1.				
2.				
3.				
4.				

IV. Church Affiliation

Country: _____ City: Sector: _____

Licensed: YES/NO _____ Ordained: YES/NO _____ Minister: YES / NO

Ministry you Serve in at your Local Church _____

V. Access to Technology

1. Do you have Access to a Computer? YES/NO _____

2. Do you have Access to Internet? YES/NO _____

IV. Sponsor Details

Choose one Answer

Privately Sponsored YES/NO _____

(If NO)

Sponsoring Ministry (NB: *They should have a contract with ACT*) _____

INSTRUCTIONS

1. Ensure that all questions are fully answered.
2. Prepare your essay responses on a separate sheet of paper, clearly labeled.
3. All responses must be typed using a computer; handwritten submissions will not be accepted.

Question 1: Share your journey of coming to Christ. What events or experiences led to your decision to follow Him? (250-500 Word)

Question 2: What has been your Christian experience so far? How has your faith journey evolved? (250-500 Word)

Question 3: After completing your studies at ACT, what are your plans for the future? In what ways do you see yourself applying your education and faith to your future pursuits? (250-500 Word)

Question 4: What factors influenced your decision to choose Africa College of Theology for your college education? How do you believe this institution will contribute to your personal and spiritual growth? (250-500 Word)

VI. REFERENCES

<u>S/N</u>	<u>Names</u>	<u>Address</u>	<u>Email</u>	<u>Telephone</u>
1.				
2.				
3.				

VII. Documents

#	Document Name	Status
	<u>Admission Requirements</u> 1. High School Certificate/ Degree /Equivalence for International applicants. 2. National ID for Nationals / Passport (Valid Visa page) 3. Criminal record from home country (ONLY international applicants) 4. 3 studio passport-size Photos & 1 Softcopy photo 5. Recommendation from your local Church 6. Pay Registration Fees of RWF 25,000 (Non-Refundable)	

I, _____, am in substantial agreement with the doctrinal and faith Statement of Africa College of Theology.

Signature _____

Date _____

CONSENT TO TERMS AND CONDITIONS FOR PROCESSING PERSONAL DATA THROUGH ACT DIGITAL SYSTEMS

By submitting a physical application or an online application through the mis.act.ac.rw/apply portal of the Africa College of Theology (ACT), you agree to the following terms and conditions regarding the collection, use, and processing of your personal data of all formats in accordance with Rwanda Law No. 058/2021 Relating to the Protection of Personal Data and Privacy and guidance from the National Cyber Security Authority.

1. Personal Information

- Applicants must provide accurate, complete, and truthful information during the application process.
- ACT reserves the right to verify the authenticity of the information and supporting documents submitted.
- Providing false or misleading information may lead to rejection of the application or cancellation of admission.

2. Lawful Basis and Purpose of Data Processing

Personal data submitted through the application portal or physically will be collected and processed for legitimate and lawful purposes, including:

- Processing admission applications
- Verifying academic credentials and identity
- Communicating with applicants regarding admission decisions
- Maintaining academic and administrative records
- Complying with legal and regulatory obligations.

Data processing will be carried out in accordance with the requirements of Rwanda's data protection legislation.

3. Data Sharing

Your personal data may be shared with relevant ACT academic departments, administrative offices, partner institutions, accreditation bodies, or regulatory authorities, where necessary for:

- Application processing and admission decisions
- Verification of qualifications and identity
- Compliance with legal or regulatory requirements.

Any such sharing will be limited to what is necessary for the stated purposes and will comply with applicable data protection laws.

4. Data Protection and Security

- ACT is committed to protecting personal data against unauthorized access, loss, misuse, or disclosure.
- Appropriate administrative, technical, and organizational safeguards are implemented to ensure the confidentiality, integrity, and security of personal data in accordance with Rwanda's data protection framework.

5. Data Retention

Personal data and application records will be retained only for the period necessary to fulfil the purposes for which the data was collected, including admission processing, academic record keeping, and compliance with legal or institutional obligations.

- Once the retention period expires, data will be securely archived or deleted in accordance with institutional data management policies.

6. Rights of the Data Subject

Under Rwanda's personal data protection law, applicants have the right to:

- Request access to their personal data held by ACT
- Request correction of inaccurate or incomplete data
- Request deletion or restriction of processing where legally applicable
- Object to certain types of data processing
- Lodge a complaint with the relevant supervisory authority if they believe their data protection rights have been violated.

7. Withdrawal of Consent

Where processing is based on consent, applicants may withdraw their consent at any time by contacting ACT.

- However, withdrawal of consent may affect ACT's ability to process the application or provide admission-related services.

8. Changes to Terms and Conditions

- ACT reserves the right to modify or update these Terms and Conditions when necessary to comply with institutional policies or applicable laws.
- Updated terms will be published on the application portal.

9. Disclaimer

- ACT strives to ensure that information provided through the online application system and the Physical Application is accurate and up to date.
- However, ACT does not guarantee the completeness or accuracy of all information and shall not be liable for losses or damages arising from the use of the online application portal.

Declaration

By submitting your application through mis.act.ac.rw/apply or the Physical Application Form, you confirm that you have read, understood, and agreed to these Terms and Conditions and consent to the processing of your personal data in accordance with applicable laws.

☐ I have read and agree to the Terms and Conditions.

Signature:

