

Reference Request

To be filled in by the applicant:

Letter of reference on behalf of _____
First Middle Last

who is applying to attend _____
Name of school

Name of person writing recommendation _____

Address _____

Email address _____

Relationship _____ Length of acquaintance _____

Waiver: In accordance with the Family Education Rights and Privacy Act of 1974, and the implementing regulations by the Department of Health, Education and Welfare, I waive my right to review this letter of reference. (See statement on confidentiality below.):

Signature _____ date _____

Confidentiality: Federal law gives students the option of waiving their rights to see specific letters of recommendation. If the applicant has waived this right by signing the waiver above, the letter will be held confidential and will not be intentionally disclosed to the applicant. If the applicant has not signed the waiver, it will be assumed that this letter may be seen by the applicant if s/he enrolls in this seminary.

To be filled in by the referee:

Characteristics	Excellent	High	Average	Low	Please Comment (use other side if needed)
Christian Commitment					
Emotional Stability					
Maturity in Judgement					
Integrity					
Relationships to Others					
Leadership Qualities					
Academic Ability					
Ability to Make Decisions					
Dependability					
Initiative					
Tolerance of Others					
Adaptability					

Please send the completed form in the enclosed self-addressed envelope. Thank you for your prompt response.

Signed _____ date _____