

Graduate Application for Admission

Leadership and Development Programs- Recommendation



This recommendation should be written by an individual in academia or the workplace who is qualified to evaluate your professional achievements and academic potential. (Please note: This recommendation MAY NOT be submitted by a relative, spouse or friend of the applicant.)

STUDENT SECTION To be completed by applicant. (Please print clearly or type.)

Name _____
Last First Middle Initial ☐ Mr. ☐ Mrs. ☐ Ms.

Mailing Address _____

City State Zip Country

Program for which you are applying _____
For what semester and year are you applying? _____

In which area are you applying this recommendation? (You must have one recommendation in each area)

☐ Your pastor ☐ Your current employer ☐ Person familiar with your vision, ministry and achievements

The Family Rights and Privacy Act of 1974 provides that certain educational records may be open to students at their request. The act also provides that in the case of recommendations, the institution may request, but not require, the student to waive his/her rights to read confidential recommendations. Please indicate below whether or not you will waive your right to read the recommendation on this form, then sign your name.

☐ I waive my rights to read this confidential recommendation.
☐ I do not waive my rights to read this confidential recommendation.

Signature _____ Date _____

INSTRUCTIONS FOR THE RECOMMENDER

Recommender's Name _____
Address _____
Company _____ Position _____
Daytime Phone Number _____ E-mail Address _____

Please address the following in your letter of recommendation:

- How long have you known the applicant and in what capacity?
- What do you consider to be the applicant's primary strengths?
- What do you consider to be the applicant's chief liabilities or weaknesses?
- What is your overall assessment of the applicant's potential for a career in their program of interest?
- Other comments that will help access this applicant's probability of success in graduate school.

Please attach a separate sheet with your comments on letterhead with your signature and mail in a signed envelope. Be sure the envelope is sealed and your signature is placed across the flap. (We cannot accept recommendations from family members)