



Letter of Recommendation Doctor of Ministry

www.spst.edu (913)253-5000 admiss@spst.edu 1-800-825-0378

Section I *to be filled out by the Applicant*

Name of Applicant: _____ Doctor of Ministry General Program

Right to Access

Please indicate whether or not you intend to waive the right to access the recommendation by signing and dating the statement below. If there is no signature, it will be assumed that the right of access is not waived. **If submitting electronically**, please mark the box below indicating that you understand and agree that typing or not typing your name and the date below holds you to the same standards as an original signature or lack of signature. Yes, I understand

I hereby waive my right of access to this recommendation in the event that I become a student at this institution and am accorded that right.

Student Signature Date

Type of Recommendation

- Denominational Supervisor Academic Dean or Faculty
 Peer Congregational Ministerial Committee

Section II *to be filled in by Recommender*

The person named above is applying for admission to Saint Paul School of Theology. The Academic and Professional Development Committee would appreciate your candid and detailed assessment of the applicant's qualifications, academic abilities, and personal and professional attributes.

Recommender's Information

Full Name Title

Address City, State Zip Code
 Home Cell
 Work Other

E-mail Address Phone Number

Are you a Saint Paul School of Theology graduate? Yes, Class of _____ No
If you have an MDIV, would you like information on our Doctor of Ministry Program? Yes No

Information about the Applicant

How long have you known the applicant? _____
Have you ever had occasion to question this applicant's integrity? Yes No

If yes, please provide a full explanation in your attached letter

Overall recommendation for graduate study:

- I strongly recommend this applicant
- I recommend this applicant
- I recommend this applicant with reservations, as noted in letter
- I do not recommend this applicant

Please evaluate the applicant in the following areas

	Exceptional	Outstanding	Above Average	Average	Below Average	Unable to Assess
Analytic Ability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Intellectual Ability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Level of Maturity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Clarity of Purpose	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Written Communication	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Integrity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Motivation/Initiative	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Oral Communication	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Leadership Ability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Faith Commitment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Written Evaluation

Using the questions below as reference, please submit a written evaluation of the applicant along with this form.

- ❖ Questions for response by Denominational Supervisor and Congregational Ministerial Committee Member (a supervisor and supervising lay person who knows the applicant best)
 1. How long, how closely, and under what circumstances have you known the applicant?
 2. What is the applicant’s formal relationship with the local congregation and their denomination, if any?
 3. What can you tell us about the applicant’s religious experiences, spiritual maturity, and need for spiritual growth?
 4. What leadership abilities has this applicant exhibited in the past? What potential for leadership do you see in this individual’s future?
 5. Describe the applicant as a person; assess their strengths, limitations, ways of relating to others, reactions to stress, and means of resolving conflict.
- ❖ Questions for response by Academic Recommendation (a professor from the applicant’s college or university career best acquainted with the applicant’s academic work. Applicants who have been out of school for more than five years or more, a professional employment recommendation may be substituted.)
 1. How long, how well, and in what type of academic setting have you known the applicant?
 2. Evaluate the applicant’s academic capacity and past academic performance as well as the individual’s potential for success in graduate and professional studies. Assess their strengths and weaknesses, leadership abilities, reaction to stress and usual means of resolving conflict.
- ❖ Questions for response by Professional or Character recommendation (a peer, person in lay leadership in the applicant’s church, or mentor)
 1. How long, how closely, and under what circumstances have you known the applicant?
 2. What can you tell us about the applicant’s religious experiences, spiritual maturity, and need for spiritual growth?
 3. What leadership abilities has the applicant exhibited in the past? What potential for leadership do you see in the individual’s future?
 4. Describe the applicant as a person; assess their strengths, limitations, ways of relating to others, reactions to stress and means of resolving conflict.

Submission Information

You can mail this form and your written letter in a sealed envelope with your signature over the seal to:

**Saint Paul School of Theology
Admissions Office
4370 West 109th Street, Suite 300
Overland Park, Kansas 66211-1397**

You can e-mail this form and your written letter as attachments to:

admiss@spst.edu