

## Recommendation for Admission

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### TO THE APPLICANT

**Please complete the section below** and give this form to the person whom you have asked to write a letter on your behalf. The completed and signed form and recommendation should be sent directly to the Office of Admission. This form can also be sent to the recommender via email through the online application system, which is preferred by the CST admissions office.

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APPLICANT NAME (LAST, FIRST MIDDLE)

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CURRENT MAILING ADDRESS (STREET ADDRESS)

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(CITY, STATE, ZIP)

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TELEPHONE (HOME, CELL, OR OTHER)

### DEGREE SOUGHT

- |  |  |
|--|--|
| <input type="checkbox"/> M.A.  | Ph.D. in Practical Theology                                |
| <input type="checkbox"/> M.A.R.E.                                    | <input type="checkbox"/> Religious Education               |
| <input type="checkbox"/> M.Div.                                      | <input type="checkbox"/> Spiritual Care and Counseling     |
| <input type="checkbox"/> Joint M.Div. with ETSC                      | Ph.D. in Religion  |
| <input type="checkbox"/> D.Min.                                      | <input type="checkbox"/> Hebrew Bible                      |
| <input type="checkbox"/> D.Min. (Topic: Conflict in Korean Contexts) | <input type="checkbox"/> New Testament & Christian Origins |
| <input type="checkbox"/> Non-degree                                  | <input type="checkbox"/> Process Studies                   |
|  | <input type="checkbox"/> Religion, Ethics & Society        |

### TYPE OF RECOMMENDATION

- Academic reference  Pastoral reference  Ecclesiastical reference  Work or character reference

### PRIVACY

The Family Education and Privacy Act of 1974 gives you the right to inspect letters of recommendation written in support of applications for admission. The act also permits you to waive your right to see letters of recommendation.

- I waive my right to inspect this letter.     I do not waive my right to inspect this letter.

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SIGNATURE OF APPLICANT

DATE

*Please note: This letter will not be considered unless dated and signed by the applicant.*

## Recommendation for Admission

(PAGE 2)

### TO THE RECOMMENDER

The Admission Committee appreciates receiving your Letter of Recommendation for the applicant (named on page 1 of this form). The information you provide is considered an important part of the application process. It is in the best interest of the prospective student as well as the school to make your comments both candid and substantial. Your insights will be of value in judging the applicant's qualification for admission as well as assisting him/her to plan an educational program responsive to both professional and personal growth needs.

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RECOMMENDER'S NAME

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ADDRESS (STREET, CITY, STATE, ZIP)

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OCCUPATION

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WORK TELEPHONE

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HOME TELEPHONE

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SIGNATURE OF RECOMMENDER

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DATE

### INSTRUCTIONS FOR THE RECOMMENDER

*In your letter of recommendation please respond to the questions below. Please send this form along with your signed letter of recommendation directly to the Office of Admission.*

- How long, how closely, and under what circumstances have you known the applicant?
- If you are a professor/instructor, please evaluate the applicant's academic capacity and past academic performance as well as the individual's ability to engage in graduate and/or professional studies.
- How would you evaluate the applicant's ability to succeed in a graduate academic environment?
- How open and flexible is the applicant to differing viewpoints and perspectives on religious, social, and intellectual issues?
- What leadership abilities has this applicant exhibited? What is his/her potential for leadership in the future?
- Describe the applicant as a person; strengths, limitations, usual way of relating to others, and ability to cope with stress and conflict.
- What, if anything, can you tell us about the applicant's religious experience, the maturity of his/her spiritual development, and needs for spiritual growth?
- If applicable, what is the applicant's formal relationship and involvement with the church/denomination?
- How would you describe the applicant's awareness and response to social concerns and the role of religious communities in the world?

**Return this form along with your signed letter of recommendation to:**

Claremont School of Theology | Office of Admission | 1325 North College Avenue; Claremont, CA 91711