

JAMES DEKOVEN HOUSE OF STUDIES

APPLICATION FORM

PERSONAL RECOMMENDATION

Applicant Name: _____

This section to be read by the Applicant and Recommender:

Under the Family Educational Right and Privacy Act of 1974, students enrolled at the James DeKoven House of Studies have access to their admission records, including letters of recommendation. However, students may waive their right to see letters of recommendation, whereupon such letters will be held in confidence. If the applicant has not signed a waiver, it is assumed that this letter is submitted with the recommender's understanding that the applicant, once registered at the James DeKoven House of Studies, may request to see the letter. Failure to waive access will not affect consideration of the applicant for admission.

I have retained my right of access to this recommendation.

I have waived my right of access to this recommendation.

(Applicant's Signature)

(Date)

This section to be completed by the Recommender:

1. The House of Studies appreciates your evaluation of the applicant's capacity for success as a student in the Certificate of Sacred Theology Program.
2. Please rate the applicant in comparison with other students known to you who have applied to graduate schools or other employees or volunteers at your institution. Indicate level with an "X". As you complete this report, if there is an area in which you feel you do not have adequate knowledge of the applicant, please indicate with NK (No knowledge).

	Above Average	Average	Below Average
Intellectual ability			
Ability in oral expression			
Ability in written expression			
Interpersonal skills			
Capacity to succeed in a Master's level program			
Willingness/capacity to serve the mission of the Church			
Motivation for proposed program of study			

(Continued)

Recommender's Name: _____

Title: _____

Institution: _____

Address: _____

Phone: (_____) _____ - _____

Recommender's Signature

Date

3. How would you rate the applicant in overall ability and promise in comparison with other students at the same level of training?

- Questionable whether admission to further study is warranted.
- Qualifications are marginal, but warrant consideration.
- Performance should be up to average of most graduate students
- Will perform at a superior level.
- Not able to judge.

Please use this form or attach additional pages to this form to evaluate further the applicant's capacity for success as a student. As you complete this report, if there is an area in which you feel you do not have adequate knowledge of the applicant, please indicate so and continue to the next question. Your assessment of the applicant's strengths and weaknesses in the following areas is helpful:

ACADEMICS:

Please describe the applicant's academic abilities and accomplishments. Assess the applicant's ability for independent study.

APOSTOLIC/MINISTERIAL:

Please describe the applicant's ability and accomplishments in serving/helping others. How would you describe the applicant's ability to work with others in a common task?

SPIRITUAL:

Please describe the applicant in terms of his or her life and values as a spiritual or religious person.

HUMAN:

Does the applicant possess maturity, integrity and emotional stability?

Please send a signed hard copy of this completed recommendation to
James DeKoven House of Studies
PMB171, 8437 Bell Oaks Drive
Newburgh, IN 47630
email: dekovenhse@gmail.com

Thank you for your time and assistance.