

## RECOMMENDATION FORM

Office of Theological Admissions  
The Theological School  
Drew University  
Madison, New Jersey 07940-4067  
973/408-3111 • FAX: 973/408-3242  
E-mail: theoadm@drew.edu  
Apply online at [www.drew.edu/theo](http://www.drew.edu/theo)



# DREW

**To the Recommender:** We understand the time it takes for you to complete this recommendation and want you to know that we appreciate your contribution to the selection process. The information that you are providing gives insight into the applicant. Your time and thoughtfulness are critical components to the application process. It is in the best interest of the applicant as well as Drew Theological School if you provide a candid, honest and substantively significant assessment of the applicant. The perspective that you supply assists in the admissions process as well as the planning of possible future study at Drew. We thank you in advance for your valued contributions to this process.

**Please note:** The applicant will not have access to this recommendation unless a formal request is made AFTER the student is enrolled in the Theological School at Drew University.

Please type or print this recommendation. Note that this recommendation is only beneficial to the applicant and useful to the Office of Theological Admissions if you answer the questions in Part 1 below and enclose a letter addressing the appropriate set of questions from Part 2. Enclose the completed recommendation in a sealed envelope and sign it across the seal. Return the envelope to the applicant or mail it directly to the Office of Theological Admissions, The Theological School, Drew University, 36 Madison Avenue, Madison, New Jersey 07940.

Name: \_\_\_\_\_ Occupation: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number – Work: \_\_\_\_\_ Home: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Type of Recommendation:  Religious Leader  Personal Acquaintance  Academic  Employer

Recommendation for (Name) \_\_\_\_\_  
*First Middle Last (family)*

who is applying to (Program) \_\_\_\_\_ and whose current address is

\_\_\_\_\_ *Street*

\_\_\_\_\_ *City State Zip Code Country*

### PART I

If you wish to elaborate on any of these answers, please do so in Part II.

1. How well do you know the applicant?  Not at all  Casually  Rather well  Very well
2. Do you have any reservations about this person's ability to do graduate theological work and reflection?  Yes  No  Unknown  
If "Yes," please comment in Part II.
3. Is there anything to keep this person from functioning as an effective pastor or church leader?  Yes  No  Unknown  Not Applicable  
If "Yes," please comment in Part II.
4. Are you a Drew University Alumni/ae?  Yes  No  
If so, what school? \_\_\_\_\_ Year \_\_\_\_\_ Degree \_\_\_\_\_
5.  I strongly recommend this applicant.  
 I recommend this applicant with reservations. (These reservations are noted in the attached letter.)  
 I do not recommend this applicant.
6. Would you like for us to contact you regarding the applicant?  Yes  No  If needed

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## PART II

Please answer the appropriate questions in this section on a separate piece of paper.

Questions for response by **RELIGIOUS LEADER** recommender

- How long, how closely and in what capacity have you interacted with the applicant?
- Describe the applicant's current leadership abilities and potential for development.
- What insight can you share regarding the applicant's spiritual maturity and need for continued growth and development?
- Describe the applicant as a person; indicate strengths, weaknesses, limitations, usual way of relating to others, reaction to stress and usual means of resolving conflict.
- What distinctive qualities do you respect most in the applicant? In addition, what would you say about the applicant that the applicant would not say on his or her own behalf?

Questions for response by **PERSONAL ACQUAINTANCE** recommender

- How long, how closely and in what capacity have you interacted with the applicant?
- What insight can you share regarding the applicant's spiritual maturity and need for continued growth and development?
- Describe the applicant as a person; indicate strengths, weaknesses, limitations, usual way of relating to others, reaction to stress and usual means of resolving conflict.
- If you can, please offer insight into the applicant's life experiences that bear upon the applicant's suitability for admission into the Theological School.
- What distinctive qualities do you respect most in the applicant? In addition, what would you say about the applicant that the applicant would not say on his or her own behalf?

Questions for response by **ACADEMIC** recommender

- How long, how closely and in what capacity have you interacted with the applicant?
- Describe the applicant's ability to perform graduate theological academic work at a high level.
- Provide insight into the applicant's strengths and weaknesses for the rigors of graduate work.
- Evaluate the applicant's past performance and areas of growth.
- What distinctive qualities do you respect most in the applicant? In addition, what would you say about the applicant that the applicant would not say on his or her own behalf?

Questions for response by **EMPLOYER** recommender

- How long, how closely and under what circumstances have you interacted with the applicant?
- What unique skills does the applicant possess that you found to be assets in the workplace?
- Describe the applicant's current leadership abilities and potential for development.
- What insight can you share regarding the applicant's spiritual maturity and need for continued growth and development?
- Describe the applicant as a person; indicate strengths, weaknesses, limitations, usual way of relating to others, reaction to stress and usual means of resolving conflict.
- What distinctive qualities do you admire and respect most about the applicant? In addition, what would you say about the applicant that the applicant would not say on his or her own behalf?

*Thank you for your time and effort.*