



## Recommendation Form

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TO BE COMPLETED BY THE APPLICANT

Applicant's Name \_\_\_\_\_  
Last First Middle Former (If Applicable)

Applicant's Address \_\_\_\_\_

Applicant's Phone Number \_\_\_\_\_

Applicant's E-mail Address \_\_\_\_\_

Degree Program:  Master of Divinity (MDiv)  Master of Theological Studies (MTS)  
 Master of Arts (MA)  Doctor of Ministry (DMin)

Anticipated Entry Date \_\_\_\_\_ Term/Year Track (DMin only) \_\_\_\_\_

Type of Recommendation:  Clergy  Layperson  
 Denominational Administrator  Academic or Employer

The Family Education Rights and Privacy Act of 1974 gives the applicant the right to inspect letters of recommendation if admitted to the degree program and if there is a written request to see it. Waiver is not required as a condition of admission.

I waive my right to access this reference  I do not waive my right to access this reference.

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_

**TO THE APPLICANT:** A form must be completed by each of the persons you have asked to serve as a recommender for you. This recommendation form may also be downloaded from the Wesley Theological Seminary website. *Family members may not serve as recommenders.*

APPLICANTS ARE ASKED TO PROVIDE THE FOLLOWING RECOMMENDATIONS:

**MDiv applicants** - Pastor, Denominational Administrator\*, College Professor (or Employer)\*\*, Layperson

**MA and MTS applicants** – Pastor, (2) College Professor (or Employer)\*\*, Layperson (General Character Reference)

**DMin applicants** – Pastor, Layperson, Denominational Administrator\*, (2) College/Seminary Professor

\* Applicants preparing for ordination are normally expected to submit a statement from a denominational official indicating the status of their relationship in preparation for ministry. For United Methodists, the recommendation from the District Superintendent will fulfill this requirement.

\*\* If you have been out of college for several years and are unable to secure an academic recommendation, please submit an employer recommendation instead. If you are self-employed, please submit a recommendation from a client or business partner.

