

**Please review this information if you are attempting to access this document with any Mac device.**

All Macs have a built-in PDF viewer called “Preview.app”. While Preview is an excellent application for viewing files, it will not correctly transmit information intended for a PDF document that has been certified with a digital signature or other security features. **These documents must be opened with Adobe Reader or Acrobat in order for you to complete the forms.** Please follow these instructions to ensure that you have accessed and saved the PDF document correctly.

## **FOR THOSE WITH ADOBE READER (OR ACROBAT) ALREADY INSTALLED:**

- 1. APPLICANTS:** If Adobe Reader is not set as your default PDF application viewer, you will need to control-click (right-click) the attachment, choose “Open With”, and select the Adobe Reader application. If Adobe is your default PDF application viewer, you may click on any of the supplemental reference forms, fill out Section 1, and save to your computer. The document should save as an “Adobe PDF” file. If not, you may not have Adobe Reader installed. Please follow the installation instructions below. After you have saved the document, please email as an attachment to your recommenders.
- 2. RECOMMENDERS:** If Adobe Reader is not set as your default PDF application viewer, you will need to control-click (right-click) the attachment, choose “Open With”, and select the Adobe Reader application. Open the email attachment, complete Section 2, and save to your computer as an “Adobe PDF” file. Email the completed form to [admissions@denverseminary.edu](mailto:admissions@denverseminary.edu).

## **FOR THOSE WITHOUT ADOBE:**

- 3. Download and install Adobe Reader.** If you do not have Adobe Reader installed, you may download a free version from Adobe at <http://get.adobe.com/reader>. Follow the instructions to install Adobe Reader, which includes an initial “launch” before the program is accessible. During the initial “launch”, you will be prompted to set Adobe Reader as your default PDF application viewer. Please select “yes”.
- 4. Follow either Step 1 or Step 2 above to complete the process.**

# Reference Form

## Section 1: This section to be completed by applicant

Full Name: \_\_\_\_\_  
 Last First Middle Initial

I willingly waive my right to view this recommendation.\*     I DO NOT waive my right to view this recommendation.\*  
 \* This waiver is NOT required as a condition for acceptance

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

## Section 2: This section to be completed by reference

Please check one:     Pastor/Church leader     Professor     Employer     Personal

Printed name of recommender: \_\_\_\_\_ Relationship: \_\_\_\_\_

Title: \_\_\_\_\_ Length of time you have known applicant: \_\_\_\_\_

Organization: \_\_\_\_\_

Daytime Phone: \_\_\_\_\_ Email Address: \_\_\_\_\_

As a community of present and future Christian leaders, our mission calls us to “engage the needs of the world with the redemptive power of the gospel and the life-changing truth of scripture.” This requires maintaining high standards of integrity in all areas of life, making choices that express the redemptive character of the gospel, respecting and encouraging others, giving and receiving constructive feedback, and cultivating the disciplines needed for effective service.

Your candid responses to the following questions are extremely important as we determine the applicant’s fit as well as the areas in which further growth is needed either here at Denver Seminary or prior to admission.

<b>Areas of Character and Competence</b>	Not Acceptable	Poor	Average	Good	Superior	Not Able to Judge
<b>Moral/Character</b>						
<i>General: Assess the applicant's ability to:</i>						
Appraise strengths and weaknesses objectively and accurately						
Represent himself or herself honestly						
Engage life and work ethically						
<i>Spiritual: Does the applicant:</i>						
Demonstrate a desire to grow?						
Pursue humility, charity, and integrity?						
Live congruent with their faith values?						
<b>Interpersonal Relationships</b>						
<i>Does the applicant:</i>						
Communicate clearly and effectively with others?						
Show respect for others who are different or believe differently?						
Show sensitivity to other's needs and capacities through kindness, caring, and empathy?						
Work well within a team or group?						
<b>Personal Maturity</b>						
<i>Does the applicant:</i>						
Accept well-meant criticism and use it constructively?						
Practice anger management by demonstrating self-control, respect and patience in private, secular, and religious settings?						

<b>Areas of Character and Competence, cont.</b>	Unacceptable	Poor	Average	Good	Superior	Not Able to Judge
<b>Intellectual</b>						
<i>Assess the applicant's capability to:</i>						
Show insight and initiative in identifying pertinent issues						
Identify relevant resources in solving problems						
Assess fairly and accurately the resources and the opinions of others						
Demonstrate originality in thinking and formulating ideas						
<b>Legal/Ethical: To your knowledge, has the applicant:</b>						
Ever been charged with or convicted of a crime or a DUI?			<input type="checkbox"/> Yes	<input type="checkbox"/> No		
Ever been accused of or charged with unethical or immoral conduct or behavior?			<input type="checkbox"/> Yes	<input type="checkbox"/> No		
Ever engaged in or been the subject of a charge of sexual misconduct?			<input type="checkbox"/> Yes	<input type="checkbox"/> No		

**Please provide all relevant information if you answered "yes" to any questions in the previous section.**

**What are the applicant's greatest strengths?**

**What are the applicant's growth areas?**

**My overall recommendation to the review committee for this applicant's acceptance is (please circle one):**

Yes

Yes, with reservations

No

**Please explain:**

\_\_\_\_\_  
*Signature of Recommender*

\_\_\_\_\_  
*Date*