



**WESTERN SEMINARY**

**NON-DEGREE, GRADUATE STUDIES CERTIFICATE,  
GRADUATE STUDIES DIPLOMA  
& MASTERS APPLICATION INSTRUCTIONS**

Thank you for considering Western Seminary as you follow God's leading in your life. We are excited that you have decided to apply, and we'll be happy to assist you through the process. You may reach us at (503) 517-1800, (877) 517-1800 or [admiss@westernseminary.edu](mailto:admiss@westernseminary.edu). If you are applying for a doctoral program, please complete the doctoral application available on our website.

If you are an **international student** you are required to submit the Pre-Application before completing this application. You may locate the Pre-Application form on our website at [www.westernseminary.edu/admissions/admiss\\_forms.htm](http://www.westernseminary.edu/admissions/admiss_forms.htm). If you have questions about being an international student or if English is your second language, please contact the International Student Coordinator by calling (877) 517-1800.

**Graduate Studies Certificate, Graduate Studies Diploma and Masters Degree Admission requires:**

- Application for Admission.
- Application fee of \$50.
- Admission Essay (answering nine questions).
- Transcripts from all post-high school educational institutions attended including bachelor's degree-posted transcripts and any master's-level work at all institutions where a student has completed seven or more credits.
- Four references (*forms provided*).
- Counseling/Marital & Family Therapy applicants also complete several personality inventories (fee required) and an interview. Please consult with your campus' Counseling/Marital & Family Therapy Office for additional information.
- Master of Theology (Th.M.) applicants must submit a 10-20 page, research-driven paper along with their application.

**Non-Degree Admission requires:**

- Application for Admission.
- Application fee of \$50.
- Admission Essay (answering nine questions).
- No transcripts or references are required for non-degree admission.

*Note: Non-degree admission is limited to a maximum of 12 credits of enrollment.*

**1. BIOGRAPHICAL INFORMATION**

In this section of the application we ask that you provide us with your full legal name and address. If you have a preferred name, please inform us. This information is vital for accurate academic record keeping and reporting to accrediting agencies, as well as for contacting students with important information. An email address will be necessary to use the online Student Information System, which includes registration, student accounts, and grades. If you later change your contact information or address, please inform the Student Services Office so we may continue to serve you well.

The Seminary requests your social security number (SSN) both to maintain the integrity of your academic records and to comply with federal IRS reporting requirements. Your SSN is kept in a secure and confidential location and is not released to a third party except in instances permitted by federal law. As an eligible educational institution, Western Seminary must use your SSN to file certain returns with the IRS and to furnish a statement to you. The returns Western Seminary must file contain information about qualified tuition and related expenses. The Privacy Act Notice—Section 6109 of the Internal Revenue Code requires you to give your correct SSN to persons who file information returns with the IRS. For more information on federal use, please refer to IRS code 6050S. If you are an international student and do not have a SSN, please write "not applicable" in the space provided.

If you have experienced marital separation or divorce, please include a statement explaining each occurrence. The Seminary considers these situations when we determine your readiness to begin the rigors of graduate theological education, as well as the difficulties one might encounter with placement upon graduation.

The Seminary requests information about your first or native language. All incoming students whose first language is not English are required to take the Test of English as a Foreign Language (TOEFL). Students who score below an established level will be required to complete additional training in English concurrent with, or prior to, seminary courses. The purpose of this requirement is to enable all students to make rapid progress in the comprehension and mastery of their chosen program of study. If you have questions about verification of English language competency for graduate theological study, please contact the International Student Coordinator.

The Seminary requests information about your ethnic identity so that we may comply with federal reporting requirements. You are encouraged to supply this information, but may decline without in any way prejudicing your application or enrollment.

Western Seminary actively subscribes to a policy of equal education and employment opportunity for all people regardless of race, national origin, gender, age, marital status, or disability. This policy is in compliance with Titles VI and VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, and Section 504 of the Rehabilitation Act of 1973. Students have specific rights guaranteed by the Family Educational Rights and Privacy Act of 1974. The Seminary also has a policy which prohibits sexual harassment. Inquiries regarding compliance with federal law should be directed to the Office of the President, Western Seminary.

## **2. EDUCATIONAL INFORMATION**

In this section of the application we ask that you indicate which program, campus, and semester you are applying to enter. Western's programs of study are detailed in the catalog and on our website. Please use these resources to select the course of study that best aligns with your ministry goals and purposes in coming to Western Seminary. If you have questions or would like more information please contact one of our enrollment counselors.

We also ask that you list all of the post-high school education that you have received with the dates attended and the degrees or diplomas which were conferred there. Official transcripts from institutions where you completed (or will have completed) seven (7) or more credit hours must be delivered to the Enrollment Office at Western Seminary in the original, sealed envelope.

If you have completed undergraduate studies parallel to certain required courses in the master's-level curriculum, you may request advanced standing. See the advanced standing section of the catalog for additional information. (*Note: Advanced standing examinations must be completed prior to or concurrent with your first semester of enrollment.*)

## **3. FINANCIAL INFORMATION**

Western Seminary is concerned with our students' academic, spiritual and financial well-being. For this reason, we encourage students to develop a creative plan to finance their education. Students are encouraged to submit a Free Application for Federal Student Aid (FAFSA) as part of the application for any scholarships, grants or loans. We also encourage you to review the financial aid pages of the Seminary website for an in-depth list of institutional funds.

In order to qualify for financial aid such as grants or loans, a student must be enrolled at least half-time in an eligible certificate, diploma, or degree program. Non-degree students are not eligible for federal student loans, and neither can they receive institutional grants or scholarships (except in a very few circumstances).

## **4. REFERENCES**

In this section of the application we ask that you provide the names of four persons who know you well and have agreed to serve as references for you. One reference should be from your pastor or from a church elder who represents the church where you have membership or active participation. If you are in school or recently graduated, the second reference should be from one of your professors. If you are out of school, the second may be from your employer or business associate. We ask that your references not be relatives, such as a parent or parent-in-law, brother-in-law, etc. Note: references are required for degree admission only.

You must fill in the box in the upper right hand corner of each reference form, sign on the appropriate line, and distribute the form for completion. Each recommender should mail the reference directly to the campus location to which you are applying. Please note that these references are used for a single purpose—your degree admission. Once they are received by the Seminary, they will not be released to any other individual or organization.

## **5. PERSONAL INFORMATION**

If you checked a "yes" response to any of the questions listed on the application form, or if you indicated in the Biographical Information section that you have experienced a marital divorce or separation, please give an explanation in question six. If you did not give any "yes" responses, you may omit question six.

## **6. ADMISSION ESSAY**

These questions are intended to introduce you to the Admissions Committee. Please limit your responses to 100-300 words each and submit them as a separate document with the application form.

## **INCOMING STUDENT INFORMATION**

The Seminary requests this information in order to know and serve you better. This information will not be considered when the Admissions Committee reviews your application for admission. If you have a question about any item requested, please contact the Enrollment Office for assistance.



## 2. EDUCATIONAL INFORMATION

Intended program of study (please refer to the catalog for availability of programs at each campus):

- M.Div. in \_\_\_\_\_  Graduate Studies Diploma in \_\_\_\_\_  
 M.A. in \_\_\_\_\_  Graduate Studies Certificate in \_\_\_\_\_  
 Th.M. in \_\_\_\_\_  Non-Degree (credit)

(For doctoral admission, please use the doctoral application.)

Indicate your educational goal at Western Seminary:

- Graduation  Enroll full-time  
 Other (specify) \_\_\_\_\_  Less than full-time

How did you first hear about Western Seminary? (If you learned about us from several sources, please list only the most significant one.)

\_\_\_\_\_

\_\_\_\_\_

Prior education: For *all* colleges or universities attended beyond high school, please indicate:

Names of institutions	Dates attended	Degrees or diplomas (if earned)	Check if less than 7 hours
_____	From _____ To _____	_____	<input type="checkbox"/>
_____	From _____ To _____	_____	<input type="checkbox"/>
_____	From _____ To _____	_____	<input type="checkbox"/>
_____	From _____ To _____	_____	<input type="checkbox"/>

\*Please request that an official transcript be sent by each school directly to the Western Seminary campus to which you are applying. You do not need to send a transcript from a school where you completed less than 7 credit hours.

Would you like to speak with someone about Advanced Standing, Advanced Substitutes or transferring credits?  Yes  No

(Note: Advanced standing examinations must be completed prior to or concurrent with your first semester of enrollment.)

Have you ever taken a class at Western Seminary? \_\_\_\_\_ If so, when? \_\_\_\_\_

## 3. FINANCIAL INFORMATION

To qualify for financial aid, including loans, a student must be enrolled at least half-time in a degree, certificate or diploma program.

How do you plan to finance your seminary education? \_\_\_\_\_

Amount of student loan debt outstanding? \_\_\_\_\_

Amount of all other indebtedness (excluding home mortgage)? \_\_\_\_\_

Please explain any delinquencies of debt repayments. \_\_\_\_\_

Have you applied for financial aid?  Yes  No

Are you eligible for veterans benefits?  Yes  No

What is your present occupation? \_\_\_\_\_  Full time  Part time

What is your intended future occupation? \_\_\_\_\_  Full time  Part time

## 4. REFERENCES (please sign and distribute the reference forms)

_____	_____	_____	_____	_____	_____
Pastoral reference	Address	City	State	Country/Zip	Phone
_____	_____	_____	_____	_____	_____
Teacher/professor	Address	City	State	Country/Zip	Phone
_____	_____	_____	_____	_____	_____
Employer	Address	City	State	Country/Zip	Phone
_____	_____	_____	_____	_____	_____
Friend	Address	City	State	Country/Zip	Phone

## 5. PERSONAL INFORMATION

- Have you ever been accused, disciplined, or dismissed for moral/ethical or legal reasons?  Yes  No
- Have you been convicted of a felony?  Yes  No
- Have you sought the assistance of a pastoral or professional counselor?  Yes  No
- Do you currently have, or have you had in the past five years, any alcohol, drug, gambling, pornography, or sexual issues that, if known, might compromise your ability to minister in Christian leadership?  Yes  No

If you answered "yes" to any of the above questions, please include an explanation in your Admission Essay below.

## 6. ADMISSION ESSAY

**Please answer the following questions with approximately 100-300 words each.**

1. Discuss your personal spiritual life, including details of your conversion and give an assessment of your present spiritual condition.
2. Discuss your background of ministry experiences in church, parachurch, or volunteer organizations, together with some indication of results.
3. Discuss your personal goals regarding vocational ministry service. How will the field of study that you've selected support those goals? What are your plans after completing your studies? Who has affirmed you in pursuing this direction in your life? If you are married, how does your spouse feel about these plans?
4. Describe your strengths and weaknesses, particularly as they may affect your readiness to begin seminary studies and engage in vocational ministry.
5. Are there any special circumstances you would like the Admission Committee to know about? You may advise us of any special circumstances that affected your college or university performance. You may wish to summarize your situation especially if you do not meet one or more admission requirements. Include dates when applicable.
6. Discuss details of any questions above with a "yes" response.
7. Discuss an overview of the major events in your life history that have shaped you as a person.
8. Describe your family of origin (birth family), current and past relationships with family members and the effects of these relationships on your life as an adult.
9. Describe your marriage and family life, including your relationships with spouse and children; or describe your single life, including relationships with others, male and female.

## CERTIFICATION

Among the conditions of admission are the following:

1. Applicants are selected for admission on the basis of spiritual, educational, personal, and financial qualifications.
2. Within the context of its theological convictions and mission, Western Seminary admits qualified applicants who are personally committed to faith in Jesus Christ regardless of race, national origin or ethnic status, gender, age, marital status, or disability.
3. Enrolling at Western Seminary indicates the student confirms his or her basic harmony with the doctrinal position of the seminary and agrees to comply with all of its regulations affecting students. (Please see the WEA Statement of Faith in the Admission section of the catalog.)

I certify that I have provided complete and accurate statements on this application. To the best of my knowledge, all official documents are authentic, unaltered records that pertain to me. I understand that all documents submitted with this application become the property of Western Seminary and cannot be returned, copied, or transferred to a third party. I understand that falsification of any statement or document may result in denial, cancellation of admission or disciplinary action.

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

*Your signature certifies the accuracy and completeness of the information provided. The application must be signed for processing.*

Application must be accompanied by a \$50 (US) nonrefundable fee paid by:  VISA  Master Card  Discover Card  Check

Name (exactly as it appears on card) \_\_\_\_\_ Credit card number \_\_\_\_\_

## CHECKLIST

- Complete the application, sign the certification statement, and make a copy for your records.
- Complete the Admission Essay and make a copy for your records.
- Mail the application, essay, and \$50 application fee to the campus address below.
- Request that official transcripts be sent to Western Seminary from each college or university where you have earned 7 or more credits.
- Request four individuals to complete references and distribute forms (forms provided).
- If English is not your first or native language, complete the TOEFL and forward the scores to the Enrollment Office.
- Submit the supplemental "Incoming Student Information" prior to registration for your first course.

## INCOMING STUDENT INFORMATION

The following information will be helpful for us to better serve you, but it will not be used by the Admissions Committee in determining your admission. Please submit this information after you have been admitted by the Seminary and before you register for courses.

1. Western Seminary is committed to helping you achieve your educational goals while at seminary. If you have a learning or physical disability and request reasonable accommodation—such as classroom access, reading assistance, instructional resources—please contact Dr. Ken Epp in the Student Services Office at 503.517.1815 or 877.517.1815. Resources may need to be ordered or secured in advance of enrollment.
2. Do you anticipate that your spouse will participate in the Learning Together Program, whereby spouses of currently enrolled degree students enroll in classes on a low-cost, no-credit basis? If so, please inform us.
3. Do you or your spouse anticipate participating in one or more of the Women's Center for Ministry (Portland campus) programs? If so, we'll provide you with information.
  - Learning Together program
  - Women of Western program

Please mail to the campus address below:

### **Western Seminary Portland**

ATTN: Enrollment Office  
5511 S.E. Hawthorne Blvd.  
Portland, OR 97215-3367  
503.517.1800 or 877.517.1800

### **Western Seminary San Jose**

ATTN: Enrollment Office  
469 El Camino Real, Suite 205  
Santa Clara, CA 95050  
408.356.6889 or 877.900.6889

### **Western Seminary Sacramento**

ATTN: Enrollment Office  
2924 Becerra Way  
Sacramento, CA 95821  
916.488.3720 or 800.250.7030





**WESTERN SEMINARY**

**CERTIFICATE OF MEASLES IMMUNIZATION  
PORTLAND CAMPUS ONLY**

**RISKS OF NON-IMMUNIZATION**

Immunization is a safe and effective way to protect yourself against vaccine-preventable diseases that can hurt, cripple and even kill. The following three contagious diseases can spread rapidly among non-immunized individuals in a group situation such as a Seminary campus. All three are preventable with the required two doses of the combination (MMR) vaccine currently being administered:

1. Measles is a serious disease characterized by rash and moderate to high fever. It can lead to pneumonia, serious ear infections, deafness, convulsions, inflammation of the brain, and even death. Severe complications develop in 1 out of every 100 cases; one in ten of such complicated cases will result in death.
2. Mumps is an acute viral disease characterized by fever and by swelling and tenderness of one or more of the salivary glands. The common complications are acute inflammation of the testicles (15%-20%), ovaries (10%-15%), and pancreas. Other severe complications of the disease include deafness from secondary ear infection (1 per 15,000 cases), meningoencephalitis (3.5 per 1,000 cases), and death (1-3.5 per 10,000 cases).
3. Rubella or German Measles is an infectious viral disease characterized by mild fever or rash. The main risk is to non-immune women who catch the disease early in pregnancy. Such women are likely to have a baby with serious birth defects.

Individuals with religious or medical exemption(s)—except a verified history of disease or blood test which shows immunity to measles—are not protected against the disease and are therefore at risk of getting the disease(s). In the event of an outbreak, individuals with religious or medical exemption for the particular disease may be excluded from Western Seminary under the direction of the Dean of Students and Dean of Student Development/Registrar.



## PORTLAND CAMPUS ONLY

### **Measles Immunization Documentation**

The State of Oregon (OAR 333-050-0130) requires that all students who are taking courses for credit at the Portland Campus provide documentation of two doses of measles vaccine. If you fail to provide the Seminary with documentation of required measles immunizations, we are legally obligated to prevent you from attending classes after your first semester. In addition, if you are an international (non-U.S. citizen) student, you are required by law to have received at least the first of two doses of measles (Rubeola) vaccine no more than 28 days prior to the beginning of your class attendance at Western. You will then be required to receive your second dose prior to attending classes in your second semester.

### **WHAT IS THE MANDATORY REQUIREMENT TO ATTEND A SCHOOL IN THE STATE OF OREGON, INCLUDING WESTERN SEMINARY?**

- The State of Oregon requires proof of measles (rubeola) immunity for all college and graduate school students born on or after January 1, 1957.
- You are required to show documentation of: receiving two (2) doses of measles-containing vaccine on or after your first birthday and at least 30 days apart; or physician documentation of measles disease; or lab test (titer) documenting immunity. A booster of measles containing vaccine (revaccination) is required if you only received one dose.
- If you are entering as an international student on a non-immigrant visa (F-1, R-1, H1-B, etc.), you must have received two doses of the vaccine before you attend class. If your first dose was received less than 28 days prior to your attendance, you will be allowed to provide proof of having received a second dose during your first semester of studies at Western. However, you will not be allowed to attend classes for the second term if you have not received a second dose of the vaccine by the time second-semester classes.

### **WHERE CAN I FIND MY IMMUNIZATION RECORDS?**

- High school district
- Another college, university or graduate school attended
- Pediatrician
- Parents
- Military immunization records

### **WHAT IF I CAN'T FIND MY IMMUNIZATION RECORDS?**

If you were born on or after January 1, 1957, you will be required to have two doses of vaccine, the second one to be received no less than 28 days after the first one.

### **WHAT MEASLES DOCUMENTATION IS REQUIRED?**

- Copy of physician chart immunization records or written statement from physician providing dates of 2 measles vaccines; or
- Copy of parents' home immunization records (including baby book records); or
- Copy of school immunization records (public school, college, university or graduate school records); or
- Copy of military immunization records; or
- Copy of positive Rubeola immune blood test (titer)



**WHAT ARE THE LEGAL EXEMPTIONS?**

- Students born before January 1, 1957 are considered to be immune
- Students providing physician-documented history of measles (rubeola) disease
- Students providing documentation of a lab or blood test (titer) showing immunity to measles (rubeola)
- Students with a medical condition which constitutes a medical contraindication (such as pregnancy)
- Students whose religious teachings are opposed to immunization

**IS THE IMMUNIZATION REQUIREMENT RETROACTIVE FOR FORMER STUDENTS?**

- No. If you have ever taken a Western Seminary class on the Portland campus before, you are exempt from the immunization requirement.
- If you have only taken classes for audit or enrichment, but never for credit, then the immunization requirement will still apply to you.

**WHAT MUST I DO TO COMPLY WITH THE LAW?**

- Provide the month and year of two measles vaccinations and a copy of your shot record; or provide month and year of second measles vaccination if your second measles immunization was received in or after December 1989; or
- Provide proof of immunity (by documented blood/lab test) or documented proof of disease signed and dated by a physician or health-care provider; or
- Provide a medical exemption statement signed and dated by a licensed medical provider documenting your medical condition; or
- Provide a written religious exemption statement that you are an adherent of a religious teaching opposed to immunization

**WHERE CAN I GET A MEASLES BOOSTER VACCINE OR HAVE A MEASLES LAB OR BLOOD TEST (TITER), AND HOW MUCH WILL IT COST?**

- Your personal health care provider or a local physician
- A Public Health Department clinic (vaccines only). Public Health does not offer lab/blood tests (titers). You may also be charged a fee for the vaccine and a fee for the office visit.
- Costs for these services may vary, but you can generally expect to incur at least the following charges:
  - Office visit: \$20.00
  - Vaccine: \$65.00
  - Lab/blood test (titer): (Determined in conjunction with a local physician or other health care provider)
- Be sure to have the test results sent to Western Seminary



# WESTERN SEMINARY

## PASTORAL RECOMMENDATION FORM

This form is to be filled out by the pastor or an elder at your local church.  
It should not be completed by a member of your family.

Applicant Name: \_\_\_\_\_ Program: \_\_\_\_\_

Under the Family Education Right and Privacy Act of 1974 (Buckley Amendment), which gives the right to inspect and review their educational records, students may waive their right to see specific confidential letters or recommendations. In the belief that applicants and the persons from whom they request evaluations may wish to preserve the confidentiality of those evaluations, we are giving you an opportunity to sign one of the following statements.

A. I waive my rights to examine this form.

Applicant's Signature \_\_\_\_\_

B. I do not waive my rights to examine this form, but authorize the person completing this form to provide a candid evaluation.

Applicant's Signature \_\_\_\_\_

### Western Seminary Portland

ATTN: Enrollment Office  
5511 S. E. Hawthorne Blvd.  
Portland, OR 97215-3367  
503.517.1800 or 877.517.1800  
FAX: 503.517.1801

### Western Seminary San Jose

ATTN: Enrollment Office  
469 El Camino Real, Suite 205  
Santa Clara, CA 95050  
408.356.6889 or 877.900.6889  
FAX: 408.358.2907

### Western Seminary Sacramento

ATTN: Enrollment Office  
2924 Becerra Way  
Sacramento, CA 95821  
916.488.3720 or 800.250.7030  
FAX: 916.488.3735

Recommender's name (please print) \_\_\_\_\_ E-mail \_\_\_\_\_

Address \_\_\_\_\_ Daytime phone \_\_\_\_\_

Church/Position \_\_\_\_\_ Western alumnus? (year) \_\_\_\_\_

### Please comment on each of the following areas:

1. Length and nature of your relationship with the applicant.
2. The applicant's character and demonstrated concern for others.
3. The applicant's emotional stability and social sensitivity.
4. The applicant's relationship and attitudes towards peers, supervisors, and subordinates (same gender and cross-gender).
5. The applicant's ability to set and achieve goals. What do you perceive to be his or her goals?

MORE >

6. The applicant's commitment to Christ and the work of the gospel as seen in his/her present involvement.

7. Do you have any reservations about this person's ability to do graduate work at the master's level?

8. Do you think this program will positively or negatively affect the applicant's marriage or family life?

9. Do you know of any occasion where this person has been accused, disciplined, or dismissed for moral/ethical or legal reasons? Please elaborate.

10. How has he/she demonstrated Christian character and ministry potential?

11. What do you feel are his/her spiritual gifts, and how has he/she demonstrated significant ability to relate to people in the exercise of those gifts?

In consideration of the applicant's suitability for seminary study and overall potential for ministry, please check one of the following:

I do not recommend    I recommend with reservation    I recommend    I highly recommend

---

Signature (required)

Date

Would you like us to call you so that you can provide further information about this applicant over the phone?  Yes  No need

Any other comments?

**Please return this form to the appropriate campus.**



# WESTERN SEMINARY

## RECOMMENDATION FORM

This form is to be filled out by a professor, employer, professional or personal acquaintance. It should not be filled out by a member of your family.

Applicant Name: \_\_\_\_\_ Program: \_\_\_\_\_

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Organization/Position \_\_\_\_\_ Western alumnus? (year) \_\_\_\_\_

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4. The applicant's relationship and attitudes towards peers, supervisors, and subordinates (same gender and cross-gender).
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MORE >

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8. Do you think this program will positively or negatively affect the applicant's marriage or family life?

9. Do you know of any occasion where this person has been accused, disciplined, or dismissed for moral/ethical or legal reasons? Please elaborate.

In consideration of the applicant's suitability for seminary study and overall potential for ministry, please check one of the following:

I do not recommend    I recommend with reservation    I recommend    I highly recommend

---

Signature (required)

Date

Would you like us to call you so that you can provide further information about this applicant over the phone?  Yes  No need

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Address \_\_\_\_\_ Daytime phone \_\_\_\_\_

Organization/Position \_\_\_\_\_ Western alumnus? (year) \_\_\_\_\_

### Please comment on each of the following areas:

1. Length and nature of your relationship with the applicant.
  
2. The applicant's character and demonstrated concern for others.
  
3. The applicant's emotional stability and social sensitivity.
  
4. The applicant's relationship and attitudes towards peers, supervisors, and subordinates (same gender and cross-gender).
  
5. The applicant's ability to set and achieve goals. What do you perceive to be his or her goals?

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8. Do you think this program will positively or negatively affect the applicant's marriage or family life?

9. Do you know of any occasion where this person has been accused, disciplined, or dismissed for moral/ethical or legal reasons? Please elaborate.

In consideration of the applicant's suitability for seminary study and overall potential for ministry, please check one of the following:

I do not recommend    I recommend with reservation    I recommend    I highly recommend

---

Signature (required)

Date

Would you like us to call you so that you can provide further information about this applicant over the phone?  Yes  No need

Any other comments?

**Please return this form to the appropriate campus.**



# WESTERN SEMINARY

## RECOMMENDATION FORM

This form is to be filled out by a professor, employer, professional or personal acquaintance. It should not be filled out by a member of your family.

Applicant Name: \_\_\_\_\_ Program: \_\_\_\_\_

Under the Family Education Right and Privacy Act of 1974 (Buckley Amendment), which gives the right to inspect and review their educational records, students may waive their right to see specific confidential letters or recommendations. In the belief that applicants and the persons from whom they request evaluations may wish to preserve the confidentiality of those evaluations, we are giving you an opportunity to sign one of the following statements.

A. I waive my rights to examine this form.

Applicant's Signature \_\_\_\_\_

B. I do not waive my rights to examine this form, but authorize the person completing this form to provide a candid evaluation.

Applicant's Signature \_\_\_\_\_

### Western Seminary Portland

ATTN: Enrollment Office  
5511 S. E. Hawthorne Blvd.  
Portland, OR 97215-3367  
503.517.1800 or 877.517.1800  
FAX: 503.517.1801

### Western Seminary San Jose

ATTN: Enrollment Office  
469 El Camino Real, Suite 205  
Santa Clara, CA 95050  
408.356.6889 or 877.900.6889  
FAX: 408.358.2907

### Western Seminary Sacramento

ATTN: Enrollment Office  
2924 Becerra Way  
Sacramento, CA 95821  
916.488.3720 or 800.250.7030  
FAX: 916.488.3735

Recommender's name (please print) \_\_\_\_\_ E-mail \_\_\_\_\_

Address \_\_\_\_\_ Daytime phone \_\_\_\_\_

Organization/Position \_\_\_\_\_ Western alumnus? (year) \_\_\_\_\_

### Please comment on each of the following areas:

1. Length and nature of your relationship with the applicant.
2. The applicant's character and demonstrated concern for others.
3. The applicant's emotional stability and social sensitivity.
4. The applicant's relationship and attitudes towards peers, supervisors, and subordinates (same gender and cross-gender).
5. The applicant's ability to set and achieve goals. What do you perceive to be his or her goals?

MORE >

6. The applicant's commitment to Christ and the work of the gospel as seen in his/her present involvement.

7. Do you have any reservations about this person's ability to do graduate work at the master's level?

8. Do you think this program will positively or negatively affect the applicant's marriage or family life?

9. Do you know of any occasion where this person has been accused, disciplined, or dismissed for moral/ethical or legal reasons? Please elaborate.

In consideration of the applicant's suitability for seminary study and overall potential for ministry, please check one of the following:

I do not recommend    I recommend with reservation    I recommend    I highly recommend

---

Signature (required)

Date

Would you like us to call you so that you can provide further information about this applicant over the phone?  Yes  No need

Any other comments?

**Please return this form to the appropriate campus.**