

ACPE Program

REFERENCE FORM

Applicant's Information: *(Please type or print)*

Name _____

Address _____

Phone _____

E-mail _____

Reference Giver's Information:

Name _____

Address _____

Relation to Applicant _____

Position _____

Phone _____

E-mail _____

Do you recommend this person:

- Yes, without hesitation
- Yes, with hesitation or concerns
- No, I do not recommend this person

Dear Reference Provider, We ask that you respond as candidly as possible. If you are recommending the person with or without hesitation, we will use the information to help us evaluate the learning needs of the student in order to be as helpful as possible to him/her in the educational process. Thank you.

1. How long have you known the candidate, and in what capacity?

2. Please evaluate the candidate on:

Intellectual ability/General knowledge: Very strong Strong Average Needs work

Comments:

Common Sense: Very strong Strong Average Needs work

Comments:

Job perseverance: Very strong Strong Average Needs work

Comments:

Emotional Intelligence: Very strong Strong Average Needs work

Comments:

Ability to listen: Very strong Strong Average Needs work

Comments:

Ability to problem solve under stress: Very strong Strong Average Needs work

Comments:

Ability to handle conflict and stress: Very strong Strong Average Needs work

Comments:

3. How would you say the candidate needs to grow in the following areas according to your experience of him/her? *(Please be as specific as possible, use examples)*

a. in his/her potential for pastoral effectiveness?

b. in his/her personal commitment to learning?

c. in his/her maturity of faith and depth of spiritual development?

4. In your experience, how does this person respond to others who are experiencing times of difficulty or challenge?

5. Comment on the applicant's demonstrated motivation, attitude, and readiness for an intensive, experiential learning program.

6. What advice would you give this person at this point in his/her educational/career journey that you feel would be most helpful or needed?

7. What else should we know about this person that will help us to understand and work with him/her better to be most helpful?

Signature _____ Date _____

Please email or mail this form to:

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Brooklyn, NY 11215-9008

*******This reference will be kept strictly confidential*******