

METHODIST THEOLOGICAL SCHOOL
— IN OHIO —

Doctor of Ministry Degree

To be completed by the applicant

I, _____, am seeking acceptance into Methodist Theological School in Ohio and have given your name as a personal reference. After considering my qualifications for graduate study in preparation for the Doctor of Ministry degree, please submit a written statement as outlined below. I have identified you to MTSO as someone who can write the following type of reference on my behalf (*applicant to check one*):

- Academic reference
- Judicatory supervisor
- Ministerial leadership

My expected date of enrollment is July of the year _____.

This letter of reference will be used for admission purposes only and will be purged from MTSO records before an incoming student's file is transferred to the registrar. MTSO cannot provide copies of a reference letter to applicants or students.

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

Applicant signature _____

Current address _____

Home phone _____ **Office phone** _____

E-mail _____

To be completed by the person making the reference

Full name _____

Signature _____

Address _____

Home phone _____ Office phone _____

E-mail _____

The information you are providing is considered an important part of the application process. Your time and thoughtfulness are greatly appreciated. In the best interest of the prospective student, we urge you to make your comments both candid and substantive. They will be of value in judging the applicant's qualifications for admission as well as planning an education program responsive to both professional and personal expectations.

The School would appreciate a statement about the applicant's qualifications and potential. Please give an overall evaluation of the applicant's leadership qualities and spiritual gifts for ministry. In your narrative, respond to the following questions. Please attach your letter to this form.

- How long, how closely and in what capacity have you known the applicant?
- What leadership abilities has this applicant exhibited?
- What is his or her potential for church leadership in the future?
- Describe your perception of the applicant's effectiveness in ministry.
- How would you describe the applicant's awareness and response to social concerns and the church's role in the world?
- Describe the applicant as a person – strengths, limitations, usual way of relating to others, usual means of coping with stress and conflict.
- Please comment on the following characteristics of the applicant: openness to learning, interest in theological reflection, communication skills, work habits, and ability to work in small groups.

When you have completed this form and your letter, please return them to:

Director of Admissions
Methodist Theological School in Ohio
3081 Columbus Pike
Delaware, Ohio 43015

Thank you for your assistance.