



3401 Brook Road, Richmond, Virginia 23227
 Telephone: 800.229.2990 | Fax: 804.355.3919 | Email: admissions@upsem.edu

PERSONAL EVALUATION FORM

Charlotte campus
(part-time only)

- Master of Divinity
- Master of Arts in Christian Education
- M.Div./M.A.C.E. Dual Degree

Richmond campus

- Full-time Part-time
- Master of Divinity
- Master of Arts in Christian Education
 - Extended Campus
- M.Div./M.A.C.E. Dual Degree
- Educator Certification *(Non-degree study)*

Applicant should deliver this form to the reference with a stamped envelope addressed to the Director of Admissions, Union Presbyterian Seminary.

Section 1 *(To be completed by the applicant)*

Name of Applicant _____

is applying for admission to Union Presbyterian Seminary. We desire to admit persons of outstanding Christian character and high intellectual ability for preparation for service to the church. Your evaluation of this applicant will be most helpful to us.

The Family Education Rights and Privacy Act of 1974 and its amendments guarantee students access to their educational records. Students, however, are entitled to waive their right of access concerning recommendations. The following signed statement is the applicant's wish regarding this recommendation.

- I waive my right to inspect the contents of this recommendation. I do not waive my right to inspect the contents of this recommendation.

Signature _____ Date _____

Section 2 *(To be completed by the reference. Please complete all portions.)*

Name _____

Address _____

City/State/Zip Code _____

E-mail _____

Day phone () _____ Evening phone () _____

How long, and in what capacities, have you known the applicant?

Please evaluate the applicant in the following areas by circling 4 for Excellent, 3 for Good, 2 for Average, 1 for Below Average, and N for No Information. You may expand on your evaluation on the next page.

	Excellent	Good	Average	Below Average	No Information
Potential for effective leadership	4	3	2	1	N
Academic ability	4	3	2	1	N
Maturity	4	3	2	1	N
Imagination and creativity	4	3	2	1	N
Self-esteem	4	3	2	1	N

Please continue on the back

Please comment on the applicant's strengths and weaknesses for graduate studies and for ministry in the church, with particular reference to (1) Christian faith and commitment, (2) academic ability and achievement, (3) emotional stability, (4) sense of responsibility, (5) leadership experience and teamwork abilities, and (6) relationships with peers and those in authority. Use additional pages as needed.

Do you recommend this person for admission? Please check one:

With strong enthusiasm With basic confidence With reservation
 Cannot conscientiously recommend Please call me for additional comment

Reference's Signature _____ Date _____

We are grateful for your assistance. Please mail this form to:

Director of Admissions
Union Presbyterian Seminary
3401 Brook Road
Richmond, VA 23227

This form is used solely in the admissions process to Union Presbyterian Seminary and is destroyed after an admissions decision is made.

Union Presbyterian Seminary does not discriminate among applicants to, or participants in, its degree programs on the basis of gender, sexual orientation, race, ethnicity, national origin, or physical disability.