

Cape Theological Seminary
Main Tuition Centre for
Global School of Theology

PO Box 11066 ✧ Bloubergrant 7443 ✧ South Africa
Tel: 021-557-3997/8 ✧ Fax: 021-557-4453 ✧ e-mail: Info@cts.org.za

REFERENCE FORM

For Applicant Seeking Admission to an Undergraduate Study Programme

I, _____ (applicant's printed name), have given your name as a reference to support my application for admission to the following academic programme offered by Global School of Theology at Cape Theological Seminary: (tick ✓ only one choice below)

Bachelor of Arts degree Diploma in _____ Diploma in _____

Please complete this form and mail it *directly* to the address shown above, marked "Attention: Registrar—Cape Theological Seminary." I appreciate your honest evaluation of my ability to undertake an academic programme in theology. Thank you for your assistance in this matter.

NOTICE TO THE APPLICANT: Global School of Theology is affiliated with Global University—USA. The following information must be supplied by all applicants because of this affiliation.

In the United States, PUBLIC LAW 93-380, the Family Education Rights and Privacy Act of 1974, grants all students the right to inspect and review all of their official records. This right extends to letters of recommendation, except that a student may waive his/her right to inspect and review letters of recommendation by signing a waiver. (tick ✓ only one box)

- I have waived my right to see this and other recommendations: they will remain confidential.
 I have **not** waived my right to see this and other recommendations.

Applicant's Signature: _____

Applicant's Address: _____

NB: If left blank (above), the applicant has *not* waived his or her right to see this recommendation.

Evaluation of the Applicant

How long have you known the applicant? _____

Tick (✓) all of the roles listed below that apply (or previously applied) to you, in reference to the applicant:

- Pastor or youth pastor (MUST NOT be the person who completes the Minister's Reference Form)
 Teacher (pre-tertiary level)
 Lecturer (tertiary level)
 Employer
 Advisor/mentor
 Professional colleague
 Other (specify): _____

Directions for Completing the Evaluation:

On the reverse side, please rate the applicant by ticking (✓) all applicable items listed under each of the five headings. If you wish, use a separate sheet of paper to support or interpret your judgment.

Do not tick items about which you feel uncertain or have not actually observed the applicant.

(tick all that apply)

Intelligence	<input type="checkbox"/> Thinks logically <input type="checkbox"/> Learns and thinks slowly <input type="checkbox"/> Displays average mental ability <input type="checkbox"/> Is mentally alert and inquisitive <input type="checkbox"/> Learns and thinks rapidly
Teachable Attitude (willingness to receive instruction and act on it)	<input type="checkbox"/> Is rigid <input type="checkbox"/> Is highly opinionated and inflexible in his or her beliefs <input type="checkbox"/> Is open-minded and flexible <input type="checkbox"/> Is generally willing to receive instruction or correction
Perseverance	<input type="checkbox"/> Gives up easily; is easily discouraged <input type="checkbox"/> Needs regular encouragement in order to persevere <input type="checkbox"/> Persists in assigned tasks in most circumstances <input type="checkbox"/> Does not finish what he or she begins
Achievement (ability to formulate, execute, and complete plans)	<input type="checkbox"/> Does only what is assigned, nothing more <input type="checkbox"/> Is innovative and creative <input type="checkbox"/> Is resourceful and effective <input type="checkbox"/> Displays superior ability to complete tasks on time
Self-discipline	<input type="checkbox"/> Leaves important tasks undone until the last minute <input type="checkbox"/> Is not highly disciplined, but responds well to deadlines <input type="checkbox"/> Is self-disciplined and plans work effectively <input type="checkbox"/> Works ahead of schedule; never misses deadlines

Do you have any reason to doubt the applicant's personal integrity? If so, please explain. _____

Tick all characteristics or traits in the list below that you have personally noted in the applicant.

<input type="checkbox"/> Aloof	<input type="checkbox"/> Discouraged	<input type="checkbox"/> Intolerant	<input type="checkbox"/> Quick-tempered
<input type="checkbox"/> Anxious	<input type="checkbox"/> Domineering	<input type="checkbox"/> Irritable	<input type="checkbox"/> Rigid, not adaptable
<input type="checkbox"/> Argumentative	<input type="checkbox"/> Easily embarrassed	<input type="checkbox"/> Lacking humour	<input type="checkbox"/> Rude
<input type="checkbox"/> Arrogant	<input type="checkbox"/> Easily offended	<input type="checkbox"/> Lacking tact or discretion	<input type="checkbox"/> Self-centred
<input type="checkbox"/> Critical of others	<input type="checkbox"/> Frequently worried	<input type="checkbox"/> Nervous or tense (emotional)	<input type="checkbox"/> Sullen
<input type="checkbox"/> Depressed	<input type="checkbox"/> Impatient	<input type="checkbox"/> Highly prejudiced	<input type="checkbox"/> Unteachable

Comments / Explanations (attach an explanation page if more space is required): _____

Based on your knowledge of the applicant, how would you rate his or her potential success in an academic programme in theology? (tick ✓ only one) Exceptionally good Good Fair Poor

Explain: _____

If you are aware of additional facts that Cape Theological Seminary and Global School of Theology should know concerning this applicant, please write them on a separate sheet of paper and attach it to this form.

Signature: _____	Date: _____ 20__
Name (please print): _____	Tel: _____
Position: .. _____	Fax: _____
Address: .. _____	Cell: _____
.....Postal Code: _____	

Please return this form DIRECTLY to:

BA Registrar
Cape Theological Seminary
PO Box 11066 ✦ Bloubergrant 7443 ✦ South Africa

Thank you.