



# Hillsdale

## Free Will Baptist College

Master of Arts in Ministry  
P.O. Box 7208 • Moore, OK 73153  
(405) 912-9020 • graduate@hc.edu

## REFERENCE FORM

\_\_\_\_\_ has given your name as a reference in applying for entrance to our college. We rely on people like you to help us accurately appraise our incoming students. This includes identifying past or present conditions that might hinder the applicant's ministry effectiveness or ability for admission into the college community.

To increase the applicant's control over the timetable of the application process, we are using a self-managed application. Please (1) **seal** this completed form in an envelope, (2) **sign** across the flap, and (3) **return to the applicant** the sealed envelope to be included with his or her application.

NOTICE: PUBLIC LAW 93-380, the Family Education Rights and Privacy Act of 1974, grants all students the right to inspect and review all their official records maintained by the institution. This right extends to letters of recommendation that may be retained in the student's file, except that a student may waive his or her right to inspect and review letters of recommendation or references by signing a waiver.

This student has waived the right to view references submitted to Hillsdale Free Will Baptist College. References and supporting documents will be destroyed after the admission decision is made.

How long have you known the applicant? \_\_\_\_\_

You have been the applicant's:  Teacher  Pastor  Friend  Employer  Advisor  Other \_\_\_\_\_

Please rate the candidate by circling one or more items under each of the headings below. If you wish, describe briefly and concretely specific instances that support or interpret your judgment. Do not circle items which you feel uncertain or in which you have had no opportunity to observe.

### 1. Physical condition

- Frequently incapacitated
- Somewhat below par
- Fairly healthy
- Good health

### 2. Sociability or friendliness

- Avoided by others
- Tolerated by others
- Liked by others
- Well-liked by others
- Sought by others

### 3. Intelligence

- Learns and thinks slowly
- Average mental ability
- Alert: has a good mind
- Brilliant (exceptional capacity)

### 4. Achievement

- Does only what is assigned
- Starts but does not finish
- Meets average expectations
- Resourceful and effective
- Superior creative ability

### 5. Leadership

- Makes no effort to lead
- Tries but lacks ability
- Has some leadership promise
- Good leadership ability
- Unusual ability to lead

### 6. Teamwork

- Frequently causes friction
- Prefers to work alone
- Usually cooperative
- Able to work with those of different personality

### 7. Responsiveness (to the feelings and needs of others)

- Slow to sense how others feel
- Reasonably responsive
- Understanding and thoughtful
- Responds with unusual insight and consideration

### 8. Emotional Adjustment

- Yields to urges or cravings
- Tense, fearful, worried
- Easily angered or frustrated
- Downhearted, depressed
- Maintains balance, self-controlled

### 9. Teachability

- Rigid, argumentative
- Highly opinionated
- Open-minded
- Willing to receive instruction
- Eager to receive instruction

### 10. Perseverance (in completing task)

- Gives up easily
- Needs encouragement
- Persists in most circumstances
- Persists even under adversity

### 11. Self-image

- Insecure
- Inferiority complex
- Self-confident
- May be prone to boast
- Modest, true estimate of self

### 12. Wisdom in use of money

- Talks frequently of debt or financial worries
- Expects others to meet needs
- Careless
- Extravagant
- Careful, has a budget

Please comment with any insights/concerns you have regarding this applicant's qualifications in the previous areas.

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How is this person gifted for vocational Christian service?

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

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If the applicant is married, how would you evaluate his/her marriage relationship?

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What do you believe to be the applicant's motivation in applying to Hillsdale Free Will Baptist College?

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How would you rate the applicant's potential success in Christian ministry?

- Exceptionally good    Very good    Good    Fair    Poor

Do you have any reservations on recommending this person?

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If there are additional facts that we should know, please write them on a separate sheet. You may include the names and addresses of additional references that you think would be of help in evaluating this applicant. Thank you.

Date \_\_\_\_\_

Name (please print) \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

Signature \_\_\_\_\_

Position \_\_\_\_\_

Phone \_\_\_\_\_