

Reference Form *ADVANCE*

Philadelphia Biblical University • 200 Manor Avenue, Langhorne, PA 19047-2990
 1-800-4-ADVANCE • advance@pbu.edu • www.pbu.edu/programs/advance



■ PART I

To the Applicant: Complete Part I of the Reference Form and then send it to the person who is best able to evaluate your academic and ministry potential (teachers and employers often serve as references). Please provide a pre-addressed envelope and have your reference mail the completed form directly to the Advance Office.

Name of applicant: _____

Address: _____

City: _____ State: _____ Zip: _____

Home Phone: (____) _____ Work Phone: (____) _____ E-mail: _____

Authorization for Waiver—To be read and signed by the applicant. This waiver is not required as a condition of admission to Philadelphia Biblical University.

Notice: 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.

I waive my right to review this reference form.

I do not waive my right to review this reference form.

Signature of Applicant _____ **Date** _____

Failure to sign the above indicates the applicant has not waived his/her right to see this recommendation.

■ PART II

To the Reference: The person named above has applied for admission to Philadelphia Biblical University's *ADVANCE* Degree Completion Program. He/she gave your name as a reference to evaluate his/her academic and ministry potential. Please complete Parts II and III of this form and then mail it directly to the *ADVANCE* Office in the pre-addressed envelope provided by the applicant. Your candid evaluation of this applicant will be appreciated. Thank you for taking the time to assist in the application process.

How long have you known the applicant? _____

In what capacity? _____

Please rate the applicant in each of the following areas by checking the appropriate box below:

	UNSATISFACTORY	BELOW AVERAGE	AVERAGE	ABOVE AVERAGE	EXCEPTIONAL	NO BASIS FOR JUDGMENT
1. Intelligence	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Emotional Stability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Spiritual Maturity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Teachability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Motivation/Initiative	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Ministry Potential	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Communication Skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. Personal Integrity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. Attitude Toward Authority	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. Cooperativeness	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11. Academic Aptitude	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12. Research Skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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■ **PART III**

Use the space below to elaborate upon any of the information provided in Part II and to provide any additional information that may be helpful in evaluating the qualifications of the candidate.

■ **REFERENCE'S OFFICIAL RECOMMENDATION:**

- Strongly recommend candidate for admission
- Recommend candidate for admission
- Recommend candidate for admission under the following conditions:
- Do not recommend candidate for admission

Signature: _____ Date: _____

Print Name and Title: _____

Organization/Institution: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: (_____) _____ E-mail: _____