

Graduate Theological Union, Berkeley, CA  
Letter of Recommendation

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**To Be Completed by the Applicant**

\_\_\_\_\_  
Last name First Name Middle

\_\_\_\_\_  
Phone Email

Degree Program: \_\_\_\_\_ Semester and Year: \_\_\_\_\_

In accordance with the Family Rights and Privacy Act of 1974, the applicant can waive his/her right to view this recommendation. Should the applicant decide not to waive the right, he/she will have access to the letter only if enrolled in a program at the Graduate Theological Union and its member schools.

I waive my right of access to this recommendation. Signature: \_\_\_\_\_

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**To Be Completed by the Recommender**

\_\_\_\_\_  
First name last name

\_\_\_\_\_  
Position/title

\_\_\_\_\_  
Institution

\_\_\_\_\_  
Street Address

\_\_\_\_\_  
City State/province Zip/postal code Country

\_\_\_\_\_  
Email Phone

How long have you known the applicant? \_\_\_\_\_ In what capacity? \_\_\_\_\_

I am an Alum of a GTU member school Name of GTU school: \_\_\_\_\_

**Overall Recommendation**

- Recommend most enthusiastically
- Recommend strongly
- Recommend with confidence
- Recommend
- Recommend with reservation
- Do not recommend

Thank you for taking the time to candidly evaluate this applicant. Your assessment is very important to us.

**Academic Qualifications** (for applicants to all programs)

How would you rate the applicant in the following area? Please mark an X in the appropriate boxes.

	Exceptional (Top 5%)	Outstanding (Next 10%)	Very Good (Upper 25%)	Average (Upper 50%)	Below Average	No basis for determination
Intellectual ability/capacity for graduate work						
Ability to collaborate/relate with others in class						
Ability to work independently						
English language proficiency						
In your experience, how does this applicant compare to others?						
Vocational clarity and commitment						
Overall academic qualifications						

**Ministerial/Vocational Aptitude** (Optional for GTU Common MA and PhD/ThD applicants)

	Exceptional (Top 5%)	Outstanding (Next 10%)	Very Good (Upper 25%)	Average (Upper 50%)	Below Average	No basis for determination
Potential for ministry/religious leadership						
Professional effectiveness and creativity						
Responsibility/motivation/commitment						
Personal character and emotional stability						
Personal faith/spirituality/theological maturity						
Commitment to diverse communities/just sustainable society						
Overall ministerial/vocational aptitude						

**Written Evaluation**

Your written evaluation is extremely important to us and we will depend upon it heavily in our overall evaluation of the applicant. **Please write a letter** to address the candidate’s strengths as well as weaknesses and areas of growth – including assets and liabilities that you believe would be helpful for an academic advisor to know. If you are mailing this recommendation directly to the GTU send it to: Admissions Office, Graduate Theological Union, 2400 Ridge Road, Berkeley, CA 94709. Fax is 510/649-1730. GTU Admissions can be reached at 510/649-2460, or by email at [gtuadm@gtu.edu](mailto:gtuadm@gtu.edu).

Recommender’s Signature \_\_\_\_\_ Date: \_\_\_\_\_