

# GRACE UNIVERSITY

## SPIRITUAL LIFE REFERENCE

(Note: This form is not to be completed by a family member.)

\_\_\_\_\_  
Name of Applicant (please print)

- I have waived my right to see this and other recommendations.  
 I have not waived my right to see this and other recommendations.

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

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Address of Applicant

\_\_\_\_\_  
City

\_\_\_\_\_  
State

\_\_\_\_\_  
Zip

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### Completion Instructions:

The person named above is applying for admission to Grace University, a Christian institution whose mission is to develop servant leaders for the home, the church, and the world.

Thank you for agreeing to complete this reference form. We appreciate your time, input, and willingness to assist the applicant in this capacity. Please note that 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. The right extends to letters of recommendation, except that a student may waive their right to inspect and review letters of recommendation by signing a waiver.

After completing this form, please seal it in an envelope, sign your name across the flap of the envelope, and send directly to Grace University Admissions Office, 1311 South 9<sup>th</sup> Street, Omaha, NE 68108.

### ***How long have you known the applicant?***

\_\_\_\_\_

Please describe your relationship with the applicant: \_\_\_\_\_

\_\_\_\_\_

How familiar are you with Grace University? (Please mark one of the following boxes):

- Very Familiar  
 Somewhat Familiar  
 Not Familiar

EXCEL ADULT DEGREE COMPLETION PROGRAM REFERENCE  
1311 SOUTH 9<sup>TH</sup> STREET, OMAHA, NE 68108  
402.449.2831 OR 1.800.282.1422

## Personality Traits

Please circle the **ONE** trait in each category that best describes the applicant as you know them currently.

<b>ACHIEVEMENT</b>	Does only what assigned	Starts projects, lacks follow-through	Average	Resourceful, creative, takes initiative	Superior ability	Unknown
<b>INDUSTRIOUSNESS</b>	Needs on-going support and guidance	Completes tasks	Average	Seeks new challenges	Dedicated to quality and excellence	Unknown
<b>INTELLIGENCE</b>	Challenged mental ability	Learns and thinks slowly	Average	Alert with a good mind	Brilliant and exceptional	Unknown
<b>LEADERSHIP</b>	Takes no effort to lead	Tries but lacks ability and effectiveness	Average	Demonstrates significant skills	Exceptional ability to lead and inspire	Unknown
<b>PERSEVERANCE</b>	Gives up easily	Tries but is easily discouraged	Average	Persists in most circumstances	Persists under adversity	Unknown
<b>SELF IMAGE</b>	Inferiority complex	Insecure	Average	Self-confident	Healthy estimate of self	Unknown
<b>SOCIABILITY</b>	Avoided by others	Tolerated by others	Average	Well-liked by others	Sought out by others	Unknown
<b>SPIRITUAL CONDITION</b>	No evidence of salvation	Professes faith in Christ	Average	Growth is evident	Disciple-maker	Unknown
<b>RESPONSIVENESS</b>	Slow to sense others feelings	Reasonably responsive to others needs	Average	Understanding and thoughtful	Responds with unusual insight	Unknown
<b>TEACHABILITY</b>	Rigid, argumentative	Opinionated and closed-minded	Average	Open-minded	Eager to receive instruction	Unknown

Please comment with any insights or concerns you have regarding this applicant's qualifications in the areas listed above: \_\_\_\_\_

\_\_\_\_\_

How is this person gifted for Christian service?

\_\_\_\_\_

Do you have any reason to doubt the applicant's personal integrity?  Yes  No If so, please specify:

\_\_\_\_\_

\_\_\_\_\_

How would you evaluate the applicant's marriage relationship, or if not married, family relationship?

- Don't know       Superficial       Detached, Aloof  
 Reserved       Warm, Growing       Good communication

Comments: \_\_\_\_\_

\_\_\_\_\_

Due to professional expectations of students in our programs, certain traits or tendencies can have a bearing on the likely success or effectiveness in their chosen field. To the degree you are familiar with the applicant, please identify any of the following traits which you have observed.

- |   |  |  |  |   |
|---|--|--|--|---|
| <input type="checkbox"/> Impatient  | <input type="checkbox"/> Aloof         | <input type="checkbox"/> Depressed       | <input type="checkbox"/> Intolerant    | <input type="checkbox"/> Easily embarrassed   |
| <input type="checkbox"/> Anxious  | <input type="checkbox"/> Arrogant      | <input type="checkbox"/> Discouraged     | <input type="checkbox"/> Argumentative | <input type="checkbox"/> Frequently worried   |
| <input type="checkbox"/> Impersonal                                       | <input type="checkbox"/> Self-centered | <input type="checkbox"/> Lacking tact    | <input type="checkbox"/> Tense         | <input type="checkbox"/> Rigid, not adaptable |
| <input type="checkbox"/> Irritable  | <input type="checkbox"/> Unteachable   | <input type="checkbox"/> Rude            | <input type="checkbox"/> Nervous       | <input type="checkbox"/> Critical of others   |
| <input type="checkbox"/> Nervous  | <input type="checkbox"/> Domineering   | <input type="checkbox"/> Easily offended | <input type="checkbox"/> Sullen        | <input type="checkbox"/> Quick-tempered       |
| <input type="checkbox"/> Prejudiced toward groups, races or nationalities |  |  |  |   |
| <input type="checkbox"/> Lacking in humor or inability to take a joke     |  |  |  |   |

Comments: \_\_\_\_\_

What do you believe is the applicant's motivation in applying to Grace University? \_\_\_\_\_

How would you rate the applicant's potential success in undergraduate studies while at Grace University?

- Exceptionally good       Very good       Good       Fair       Poor

Do you have any reservations in recommending this person?

No  Yes (If yes, please comment.): \_\_\_\_\_

## SIGNATURE REQUIRED BELOW

If you would like to share additional information, please attach a separate sheet. You may include names and addresses of additional references which would be helpful in evaluating this applicant. Thank you.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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

Position: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: (\_\_\_\_\_) \_\_\_\_\_

Email: \_\_\_\_\_

May we contact you should we have any questions? \_\_\_\_\_

If so, please specify the best method of contact:

- Email  
 Telephone