

Personal Reference

KNOX THEOLOGICAL SEMINARY 5555 N. Federal Highway, Ft. Lauderdale, FL 33308 1.800.344.5669

To be completed by the applicant:

Name of applicant: _____

Address of applicant: _____

Street

City

State

Zip

Country

Applicant's telephone: (_____) _____ Program applied for: _____

To the personal friend or associate:

We would appreciate your honest estimate of this applicant's personality and character. This reference will be kept in strictest confidence, Thank you for your assistance to us and the applicant. ***Please mail this form directly to the Admissions Office.***

Name: _____

Address: _____

Street

City

State

Zip

Country

Telephone: (_____) _____

1. How long have you known the applicant? _____ years

How well do you know the applicant? Very well Fairly well Casually Not well

2. Are you related to the applicant? Yes No

If yes, what relation? _____

3. What particular association have you had with the applicant?

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

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

Don't know Superficial Detached; aloof Reserved Warm; growing Good communication

6. Do you have any reservations in recommending this person?

7. How is this person gifted for Christian service?

Please evaluate the candidate by checking one or more items under each of the headings below. Do not check items which you have had no opportunity to observe or of which you feel uncertain:

1. Achievement

(ability to formulate, execute, and carry plans to conclusion)

- Does only what is assigned
- Starts; doesn't finish
- Meets average expectations
- Resourceful and effective
- Superior creative ability

2. Emotional Adjustment

- Yields to urges or craving
- Tense; fearful; worried
- Easily angered; easily frustrated
- Downhearted; blue; depressed
- Maintains balance; self-controlled

3. Intelligence

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

4. Leadership

(ability to inspire others and maintain their confidence)

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

5. Perseverance

(in completing a task)

- Gives up easily; easily discouraged
- Needs encouragement to persevere
- Persists in most circumstances
- Persists even under adversity

6. Physical Condition

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

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. Self-image

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

9. Sociability or friendliness

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

10. Teachability

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

11. Teamwork

(ability to work with others)

- Frequently causes friction
- Prefers to work alone
- Usually cooperative
- Able to work with others of different personality or temperament
- Most effective in teamwork

12. Use of money

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

Listed below are some tendencies which, if present, may reduce the effectiveness of the student. Check any characteristics or traits which you have noted in the applicant:

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

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

Signature: _____ Date: _____

If you have any questions, please call the Admissions Office toll-free at 1.800.344.5669 or e-mail us at admissions@knoxseminary.edu.