

**NOTRE DAME SEMINARY  
GRADUATE SCHOOL OF THEOLOGY**

**NOTE TO APPLICANT**

**Please fill in spaces below. Give this form to the person who will write this reference, with a stamped envelope, to be mailed directly to this office.**

**Applicant's Name:** \_\_\_\_\_ **Degree Sought: M.Div.** \_\_\_\_\_ **M.A.** \_\_\_\_\_  
(Please Print) or

\_\_\_\_\_ **Status Sought: Credit** \_\_\_\_\_ **Audit** \_\_\_\_\_  
(Signature)

**Address:** \_\_\_\_\_ **Author of Reference:** \_\_\_\_\_

**Telephone:** \_\_\_\_\_ **His/Her Position:** \_\_\_\_\_

**NOTE TO AUTHOR OF REFERENCE**

The applicant whose name appears above has waived his/her rights provided by the Family Educational Rights and Privacy Acts of 1974 to inspect his letter of reference. This will be a confidential statement regarding this applicant and will be destroyed after acceptance by Notre Dame Seminary. If additional space is needed, please use the reverse side of this form.

In accordance with FEPC policies, the authors of references are asked to refrain from comment regarding illegal discriminatory criteria such as the applicant's race, religion, and national origin; or to political affiliations, beliefs, or activities.

The Graduate Division will be appreciative of a confidential statement from you evaluating the person named above. Kindly indicate how long and in what capacity you have known this individual and compare him/her with other applicants who you have recommended for graduate study. You will greatly assist the Committee on Graduate Studies if you include a short statement concerning the applicant's level of motivation, intellectual ability, creativity, preparation in chosen field, and proficiency in communication. Does this individual have any problems which would impede the educational process?

PLEASE RETURN THIS FORM TO: Admissions Office, Notre Dame Seminary, 2901 S. Carrollton Ave. New Orleans, LA 70118

**Author of Reference:** \_\_\_\_\_ **Address:** \_\_\_\_\_  
(Please Print)

\_\_\_\_\_ **Position:** \_\_\_\_\_  
(Signature)

**Institution:** \_\_\_\_\_ **Address:** \_\_\_\_\_