

# REFERENCE FORM

## Calvary Chapel Kelowna Bible School

2465 Grenfell Road • Kelowna • BC • Canada • V1Y 3C7

250 860-8923 • CCKBibleSchool@gmail.com

Applicant's last name \_\_\_\_\_ First \_\_\_\_\_ MI \_\_\_\_\_

Address \_\_\_\_\_

### Directions for the applicant:

This information, as with all of the application, will be held in strict confidence. Collect all the following documents to be included in your completed application package.

- Have all three of the reference forms returned to you in signed and sealed envelopes.
- References must be individuals who have known you well for at least one year.
- One reference must be your pastor or another leader in your church.
- Individuals who are related to you by blood or marriage should not be references.

*The Family Education Rights and Privacy Act of 1974 permits students the right to inspect their files. Because of the importance of preserving the confidentiality of a reference, the Act permits an applicant to waive his right of access to the reference. By signing below, the applicant willingly waives his/her right of access to see this reference, knowing that this waiver is NOT required as a condition of admission.*

Signature \_\_\_\_\_

*To the person writing the reference: The above-named applicant has applied for acceptance to Calvary Chapel Kelowna Bible School and has named you as a reference. Your reference contributes to the decision made by our staff regarding this Applicant, therefore, please be thorough and timely in your response.*

1. How long have you known the applicant? \_\_\_\_\_

2. In what capacity have you known the applicant? \_\_\_\_\_

3. How long has the applicant been an active Christian? \_\_\_\_\_

4. Describe the evidences you see in the applicant's life that demonstrate his or her commitment to follow Christ.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

5. Please circle the appropriate number on the following questions. Use a "?" if you feel your knowledge of the applicant is insufficient in that particular area.

### Responsibility – Ability to faithfully assume and carry out duties or obligations.

\_\_\_\_\_

1	2	3	4	5	6
Not responsible		Somewhat responsible			Responsible

### Adaptability – Ability to adjust to changes in circumstances.

\_\_\_\_\_

1	2	3	4	5	6
Difficult		Moderate ability			Adapts well

### Cooperation/Teamwork – Relates well to others in a living or work setting.

\_\_\_\_\_

1	2	3	4	5	6
---	---	---	---	---	---

Unable to cooperate

Reasonably cooperative

Cooperative

**Communication – Able to express thoughts, feelings and ideas with others.**

1	2	3	4	5	6
Poor communication		Average			Communicates well

**Spiritual Maturity – Demonstrates holiness, maturity and consistency.**

1	2	3	4	5	6
Immature		Growing			Consistent growth

**Church involvement**

1	2	3	4	5	6
Infrequent		Active			Heavily involved

**Emotional Stability**

1	2	3	4	5	6
Difficult		Average			Demonstrated stability

**Personal recommendation**

1	2	3	4	5	6
Do not recommend		Recommend			Highly recommend

*Please state any concerns or recommendations that would assist us in the selection of this applicant.*

---



---



---



---



---



---



---

*Thank you for your cooperation in this matter. Please mail this reference to the address at the top of this form.*

*Print Name* \_\_\_\_\_

*Signature* \_\_\_\_\_ *Date* \_\_\_\_\_ *Position* \_\_\_\_\_

*Address* \_\_\_\_\_

*City* \_\_\_\_\_ *State* \_\_\_\_\_ *Zip* \_\_\_\_\_ *Telephone* \_\_\_\_\_

*Organization or church to which you belong* \_\_\_\_\_