

APPLICATION PACKET



GRADUATE SCHOOL OF THEOLOGY

Master of Arts in Biblical Studies
Master of Arts in Ministerial Studies
Master of Divinity
Master of Divinity as Second GU Graduate Degree
Doctor of Ministry
Doctor of Ministry as Second or Third GU Graduate Degree
Special Student
Graduate Studies Certificate Programs

Application Instructions

Submit completed application with the respective components and application fee to Global University. Before your application for admission to the Graduate School of Theology is processed, all the components required for the admission status you are seeking must be reviewed by the Dean of the Graduate School. Your application will be considered incomplete and will not be processed without *all* the items indicated below for the applicable admission status.

Components Included in Packet

- Application for Admission for Master of Arts or Graduate Certificate Studies
- Application for Admission for Master of Divinity or Doctor of Ministry Studies
- Ministry Verification Form: Doctor of Ministry Applicants
- Biographical Sketch of Christian Life and Service
- Reference Form: Pastor (or other church leader)
- Reference Form: Educator or employer
- Instructions for request for Academic Records

Checklist of Application Components Required and Submitted

Refer to the current Graduate Studies Catalog for admission status, program options, and requirements of the Graduate School of Theology. The following component requirements checklist is provided for your convenience.

	MA	MDiv	DMin	Certificate	Special Student	Subsequent degree
Application fee	X	X	X	X	X	Subsequent degrees and certificates require a Program Change Request and Degree Audit Fee (DMin also requires ministry verification)
Application	X	X	X	X	X	
Ministry Verification Form			X			
Biographical Essay of Christian Life and Service	X	X	X	X		
Reference Form (Pastor/Church Leader)	X	X	X	X		
Reference Form (Educator/Employer)	X	X	X	X		
Transcripts of all degree-level work completed after Grade 12	X	X	X	X		



GLOBAL UNIVERSITY
 GRADUATE SCHOOL OF THEOLOGY
 E-mail: gradenroll@globaluniversity.edu

1211 South Glenstone Avenue
 Springfield, MO 65804, USA
 Phone (USA) 1-800-443-1083
 (Other) 1-417-862-9533
 Fax 1-417-863-9621

OFFICE USE ONLY:
 Student No. _____
 GSO Code _____
 Study Method: Independent Group
 (Check all that apply) Online

APPLICATION FOR ADMISSION FOR MASTER OF ARTS OR GRADUATE STUDIES CERTIFICATE

TYPE OR PRINT IN INK. Answer all questions. Check admission status desired. Submit with nonrefundable application fee and all required components to your Graduate Studies Group director. (Do not include payment for any other fees with application.)

MA in Ministerial Studies (45 credits) <input type="checkbox"/> Broad Field Plan <input type="checkbox"/> Education Concentration <input type="checkbox"/> Intercultural Studies Concentration <input type="checkbox"/> Leadership Concentration	MA in Biblical Studies (45 credits) <input type="checkbox"/> Broad Field Plan <input type="checkbox"/> New Testament Concentration Certificate (18 credits) (specify title) _____	Special Student (maximum of 12 credits) <input type="checkbox"/> Considering applying for full admission <input type="checkbox"/> Personal enrichment <input type="checkbox"/> Transfer credit to another school School name: _____
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PERSONAL INFORMATION. Previous studies with Global University <input type="checkbox"/> Yes <input type="checkbox"/> No		PASSPORT STYLE PHOTO (Applicant Only)
Passport No. _____		
Student No. (Former Global University Students Only) _____		
Family/Last Name _____		
Maiden Name (if applicable) _____		
First Name _____	Date of Birth: As (10JAN1965) / /	
Middle Name _____		
Title: <input type="checkbox"/> Mr. <input type="checkbox"/> Ms. <input type="checkbox"/> Mrs. <input type="checkbox"/> Rev. <input type="checkbox"/> Dr. Gender: <input type="checkbox"/> Male <input type="checkbox"/> Female		
Marital Status: <input type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Widowed <input type="checkbox"/> Divorced		
Home Address _____		

Country of Residence _____	Country of Citizenship _____
E-mail _____	Primary Phone _____
Primary Language Spoken _____	Other Phone _____
Present Occupation _____	Fax _____

Are you using: USA VA military benefits? Yes No

Primary Religious Affiliation <input type="checkbox"/> Assemblies of God <input type="checkbox"/> Other Pentecostal <input type="checkbox"/> Other Protestant <input type="checkbox"/> Roman Catholic <input type="checkbox"/> Other (specify) _____	Ministerial Credentials <input type="checkbox"/> Yes <input type="checkbox"/> No Organization _____ Country _____ District _____ Credential Level _____ Date Obtained _____	How you did you hear of Global University? <input type="checkbox"/> Church/Pastor <input type="checkbox"/> Friend <input type="checkbox"/> Internet (specify) _____ <input type="checkbox"/> Magazine (specify) _____ <input type="checkbox"/> Other (specify) _____
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REFERENCES. List the names and addresses of your pastor and educator/employer of at least 1 year's acquaintance who are *not* family members and who can verify your ability to pursue a graduate (post-baccalaureate) degree. Give a reference form to each.

Pastor/Church Leader Name _____	Address _____
---------------------------------	---------------

Educator/Employer Name		Address		
ACADEMIC INFORMATION. An official transcript is required from each school where degree work was done after Grade 12.				
Name of School	City/State/Country	Dates Attended	Major	Degree(s)
Educational Objectives (what you expect to gain from studies)		THIS SIDE FOR OFFICE USE ONLY:		
		GSG Office Code (3 alpha characters)		
Do you have a personal computer? <input type="checkbox"/> Yes <input type="checkbox"/> No Do you have high-speed Internet access? <input type="checkbox"/> Yes <input type="checkbox"/> No		GSG Director Signature		(da/MON/year) / /
Please consider the following: <input type="checkbox"/> Transfer of Graduate Credit from:		<input type="checkbox"/> Full Admission to Graduate School of Theology Comment:		
If accepted as a student: <ul style="list-style-type: none"> I agree to the regulations governing the study program set forth by the Global University catalog in effect during the year in which I am applying and I understand that my completion of this study program does not guarantee my acceptance for any position by any church or organization. I understand e-mail is considered a primary method of communication and is intended to meet the academic and administrative needs of the University; thus, I agree to monitor my Global University student e-mail account on a regular basis. I agree to respect the standards of Global University and to allow Global University to use my signature as affixed below on my Student Identification Card. 		<input type="checkbox"/> Provisional Admission to Graduate School of Theology Reason:		
		<input type="checkbox"/> Probationary Admission to Graduate School of Theology Reason:		
		<input type="checkbox"/> Special Student Admission to Graduate School of Theology Comment:		
		<input type="checkbox"/> Denied Admission to Graduate School of Theology Reason:		
Applicant Signature (da/MON/year) / /		Dean, Graduate School of Theology		(da/MON/year) / /
		Comment:		



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(Other) 1-417-862-9533
Fax 1-417-863-9621

OFFICE USE ONLY:

Student No.

GSG Office Code

Study Method: Independent Group
(Check all that apply) Online

APPLICATION FOR ADMISSION FOR MASTER OF DIVINITY OR DOCTOR OF MINISTRY STUDIES

TYPE OR PRINT IN INK. Answer all questions. Check admission status desired. Submit with **nonrefundable application fee** and all required components to your Graduate Studies Group director. (Do not include payment for any other fees with application.)

MDiv: Biblical Language and Theology Track
(78 credits)

- First Global University Graduate Degree
- After Global University MA Degree
- After Global University Graduate Certificate

MDiv: Christian Ministry (English Language) Track
(78 credits)

- First Global University Graduate Degree
- After Global University MA Degree
- After Global University Graduate Certificate

DMin: Biblical Studies and Theology Specialization
(63 credits)

- First Global University Graduate Degree
- After Global University MA Degree
- After Global University MDiv Degree
- After Global University Graduate Certificate

DMin: Church Ministries (English Language) Specialization
(63 credits)

- First Global University Graduate Degree
- After Global University MA Degree
- After Global University MDiv Degree
- After Global University Graduate Certificate

PERSONAL INFORMATION. Previous studies with Global University

Yes No

Student No. (Former Global University Students Only)

Family/Last Name

Maiden Name (if applicable)

First Name

Title: Mr. Ms. Mrs. Rev. Dr. **Date of Birth** (da/MON/year)

Marital Status: Single Married Widowed Divorced

Gender:
 Male
 Female

Home Address

Country of Residence

E-mail

Country of Citizenship

Primary Language Spoken

Primary Phone

Present Occupation

Other Phone

**PASSPORT
STYLE
PHOTO
(Applicant Only)**

Primary Religious Affiliation <input type="checkbox"/> Assemblies of God <input type="checkbox"/> Other Pentecostal <input type="checkbox"/> Other Protestant <input type="checkbox"/> Roman Catholic <input type="checkbox"/> Other (specify) _____	Ministerial Credentials <input type="checkbox"/> Yes <input type="checkbox"/> No	How you did you hear of Global University? <input type="checkbox"/> Church/Pastor <input type="checkbox"/> Friend <input type="checkbox"/> Internet (specify) _____ <input type="checkbox"/> Magazine (specify) _____ <input type="checkbox"/> Other (specify) _____
	Organization _____ Country _____ District _____ Credential Level _____ Date Obtained _____	

REFERENCES. List the names and addresses of your pastor and educator/employer of at least 1 year's acquaintance who are *not* family members and who can verify your ability to pursue a graduate (post-baccalaureate) degree. Give a reference form to each.

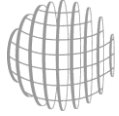
Pastor/Church Leader Name	Address
Educator/Employer Name	Address

ACADEMIC INFORMATION.

An official transcript is required from each school where degree work was done after Grade 12.

Name of School	City/State/Country	Dates Attended	Major	Degree(s)

Educational Objectives (what you expect to gain from studies)	THIS SIDE FOR OFFICE USE ONLY:	
	GSG Office Code (3 alpha characters)	
Do you have a personal computer? <input type="checkbox"/> Yes <input type="checkbox"/> No Do you have high-speed Internet access? <input type="checkbox"/> Yes <input type="checkbox"/> No	GSG Director Signature	(da/MON/year) / /
Please consider the following: <input type="checkbox"/> MDiv/DMin credit reduction for bachelor's degree in Bible/Theology <input type="checkbox"/> Transfer of Graduate Credit from: If accepted as a student: <ul style="list-style-type: none"> I agree to the regulations governing the study program set forth by the Global University catalog in effect during the year in which I am applying and I understand that my completion of this study program does not guarantee my acceptance for any position by any church or organization. I understand e-mail is considered a primary method of communication and is intended to meet the academic and administrative needs of the University; thus, I agree to monitor my Global University student e-mail account on a regular basis. I agree to respect the standards of Global University and to allow Global University to use my signature as affixed below on my Student Identification Card. 	<input type="checkbox"/> Full Admission to Graduate School of Theology Comment:	
	<input type="checkbox"/> Probationary Admission to Graduate School of Theology Reason:	
Applicant Signature (da/MON/year) / /	<input type="checkbox"/> Special Student Admission to Graduate School of Theology Comment:	
	<input type="checkbox"/> Denied Admission to Graduate School of Theology Reason:	
	Dean, Graduate School of Theology (da/MON/year) / /	
Comment:		



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GRADUATE CANCELLATION AND REFUND POLICY

A student has the right to withdraw from any given course or program or from the Graduate School of Theology at any time. To withdraw, the student must notify the office of the Dean. The amount of all refunds is calculated from the date of enrollment or service for which a fee was paid. A student must request to withdraw from a course within nine (9) months of the enrollment date to be entitled to a tuition refund. The refund policy is as follows:

Students who withdraw within 5 days of enrolling will receive a full refund of all tuition and fees except the application fee. Students who withdraw after 5 days and before the end of the third month will receive a 50% refund of tuition and fees.

Students may withdraw after 3 months but will receive no refund.

No fee refund will be made after five (5) business days from receipt by the director of the Graduate Studies Group of the application fee, degree (or certificate) audit fee, change of program fee, enrollment extension fee, or other fees for which charges were not included in tuition and for which specific services were performed for a student based on payment of the fee.

Refunds will be given only for materials that are in resalable condition. There will be a 20 percent restocking fee for returned materials.



PERMISSION TO RELEASE RECORDS

Please clearly print all information – This form is required for all applicants under the age of 18, study group students, Assemblies of God ministerial credential applicants, or those who desire to be represented by other persons. Submit this signed form with your application or send it to GU Student Services by mail, fax, or scanned e-mail attachment (studentinfo@globaluniversity.edu).

Student ID #: _____ Date of Birth: _____
(Example: Jan/05/1987)

E-mail: _____ Phone #: _____

Student Name:

First Middle Last

Student Mailing Address:

P.O. Box or Street Address

City, State, and Zip Code

Country

I authorize Global University to release all academic and financial records to and give authorization for my courses to be ordered by the following (**select all that apply**):

Specified individual (spouse, parent, chaplain, etc.)

Name of individual(s): _____

Global University approved Study Group

Name of Study Group, Church, or Organization Study Group Account #

City, State, and Zip Code

Assemblies of God District Council

Name of District: _____

This authorization is in effect until such a time that I contact Global University in Springfield, Missouri and withdraw my authorization in writing. I have read and understand Global University's cancellation and refund policy as it pertains to the specific level of courses (BSB, undergraduate, or graduate) that are being ordered.

Student Signature: _____ Date: _____

MINISTRY VERIFICATION FOR DOCTOR OF MINISTRY APPLICANTS

(This form *must be* returned with all applications for admission to Doctor of Ministry degree programs.
See required application components list at the beginning of this document.)

Applicant Name (type or print)	
Address	
Student Number (Prior students of Global University)	GSG Office Code

Admission to Global University’s Graduate School of Theology to pursue a Doctor of Ministry degree is contingent upon the applicant meeting all admission requirements for the DMin program, including verifiable evidence of having completed at least three years of full-time Christian ministry (or its equivalent) prior to beginning studies in Global University’s DMin program. This requirement will be satisfied by submission of the following components.

1. An extensive account/history of your ministerial background and experience that includes the following elements:
 - a. A listing of *each* location in which you have served in ministry, including the name of the ministry, its location, the dates of service, a summary of the key activities and elements involved in that ministry, and the name(s) and contact information of individuals who can verify the length and nature of your ministry service.
 - b. Identification of what you consider to be the three greatest accomplishments of your ministerial experience, describing their impact(s) on those to whom you ministered *and* upon you individually.
 - c. Identification of the three greatest challenges or problems you have faced in your prior ministry service. Include a detailed response to the question: *“How have these challenges/problems helped me to become more effective in ministry?”*

Your name (as shown on the submission form) and the page number must appear at the top of each page, along with the words “Ministry Background” (see the following example).

Example:		
Alexander Johannes Wigglesworth	page 1	Ministry Background

2. Verification of your “Good Standing” status with your ministerial credentialing authority (i.e., church, denomination, or other Christian organization). This would normally consist of a letter stating that this status is accurate, signed by an executive officer of the credentialing authority. It may also be satisfied by a copy of your current ministerial certification that includes the date, your name, your ministerial status, and the signature of one or more executive officers of the credentialing authority.
3. Your signed commitment to remain active in ministry throughout your tenure in Global University’s DMin program, as indicated by your signature below.

Check the following items to indicate your agreement/compliance with each:	
<input type="checkbox"/> <i>I hereby certify that the enclosed account/history of my ministerial background and experience is true and that it correctly represents my work in Christian ministry, including the name(s) and location(s) where I served, the date(s) of service, and key activities and elements of ministry for which I was responsible and/or in which I was personally involved.</i>	
<input type="checkbox"/> <i>I certify that my ministerial credential status is current and that I am, indeed, in good standing as indicated by the verifying document(s) that are included with this Ministry Verification form.</i>	
<input type="checkbox"/> <i>I affirm my commitment to remain active in ministry throughout the time period I am pursuing a DMin degree from Global University.</i>	
<input type="checkbox"/> <i>If, at any time, active ministry becomes impossible during my DMin studies, I agree to immediately contact the director of the Doctoral Studies program at Global University for his/her counsel.</i>	
Applicant signature	Date
Doctoral Studies Director signature	Date
Ministry requirements met <input type="checkbox"/> Yes <input type="checkbox"/> No	Comment

BIOGRAPHICAL SKETCH OF CHRISTIAN LIFE AND SERVICE

Write a biographical sketch that relates the following phases of your Christian life:

1. Your conversion to Christ
2. Your call to Christian service
3. Particulars of your Christian service as it relates to leading others to Christ, preaching, or teaching the Word of God

Your biographical sketch should be 500–1,000 words in length. It should be neat and legible. Your name (as shown on your Application for Admission) and the page number must appear at the top of each page, along with the words “Biographical Sketch” (see the following example).

Example:

Alexander Johannes Wigglesworth

page 1

Biographical Sketch

Although this paper will not be evaluated, information about your Christian life and service will allow us to work most efficiently with you to assure that you achieve your academic, ministry, and professional goals.

Name of applicant
Address of applicant

NOTICE TO THE APPLICANT: *In the United States, 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. This right extends to letters of recommendation, except that a student may waive his/her right to inspect and review letters of recommendation by signing a waiver.*

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

Signature of Applicant

Applicant's failure to sign indicates right to see this recommendation is not waived.

I have given your name as a reference in an application for admission to the Graduate School of Theology of Global University to pursue a Graduate Studies Certificate program or an MA, MDiv, or DMin degree program. Please complete this form and mail it to the address shown above.

We, of the Graduate School of Theology of Global University, appreciate your honest estimate of the ability of this applicant to undertake a Master of Arts, Master of Divinity, or Doctor of Ministry degree program. Thank you for your assistance by responding to the following questions and surveys. How long have you known applicant? _____ In what relationship(s) (circle) Pastor, Teacher, Employer, Advisor (Other) _____

Please rate applicant by checking *all items that apply* for each heading below. Do not check items in areas about which you feel uncertain or that you have had no opportunity to observe.

Intelligence <input type="checkbox"/> Thinks logically <input type="checkbox"/> Learns and thinks slowly <input type="checkbox"/> Has average mental ability <input type="checkbox"/> Is alert or inquisitive <input type="checkbox"/> Learns and thinks rapidly
Teachability <input type="checkbox"/> Rigid, argumentative <input type="checkbox"/> Very opinionated <input type="checkbox"/> Open minded <input type="checkbox"/> Willing to receive instruction
Perseverance in completing tasks <input type="checkbox"/> Gives up easily or is easily discouraged <input type="checkbox"/> Needs encouragement to persevere <input type="checkbox"/> Persists in most circumstances
Achievement (formulates, executes, and carries plans to conclusion) <input type="checkbox"/> Does only what is assigned <input type="checkbox"/> Starts but does not finish <input type="checkbox"/> Is innovative <input type="checkbox"/> Is resourceful and effective <input type="checkbox"/> Has superior creative ability
Self-discipline <input type="checkbox"/> Leaves everything until the last minute <input type="checkbox"/> Is not very disciplined, but responds to deadlines well <input type="checkbox"/> Is self-disciplined, plans and works ahead of schedule

Please check any traits in the list below that you have noted in applicant.

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

Based on your knowledge of the applicant, how would you rate his or her potential success in a Master of Arts, Master of Divinity, or Doctor of Ministry program? (Circle the highest level you feel student could achieve.)
 Exceptional Very good Good Fair Poor
Comment:

What do you believe is the applicant's motive in applying to Global University's Graduate School?

Name (please print)

Position or title

Address

Do you have reason to doubt or question the applicant's personal integrity? If so, explain:

Do you have any reservations about recommending this person? If so, please explain.

You may write additional facts you feel we should know on a separate sheet. You also may include additional references you feel are qualified to help in evaluating this applicant.

Signature

Date

Name of applicant
Address of applicant

NOTICE TO THE APPLICANT: *In the United States, 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. This right extends to letters of recommendation, except that a student may waive his/her right to inspect and review letters of recommendation by signing a waiver.*

<input type="checkbox"/> I have waived my right to see this and other recommendations. <input type="checkbox"/> I do not waive my right to see this and other recommendations.
Signature of Applicant
Applicant's failure to sign indicates right to see this recommendation is not waived.

I have given your name as a reference in an application for admission to the Graduate School of Theology of Global University to pursue a Graduate Studies Certificate program or an MA, MDiv, or DMin degree program. Please complete this form and mail it to the address shown above.

We, of the Graduate School of Theology of Global University, appreciate your honest estimate of the ability of this applicant to undertake a Master of Arts, Master of Divinity, or Doctor of Ministry degree program. Thank you for your assistance by responding to the following questions and surveys. How long have you known applicant? _____ In what relationship(s) (circle) Pastor, Teacher, Employer, Advisor (Other) _____

Please rate applicant by checking *all items that apply* for each heading below. Do not check items in areas about which you feel uncertain or that you have had no opportunity to observe.

Intelligence <input type="checkbox"/> Thinks logically <input type="checkbox"/> Learns and thinks slowly <input type="checkbox"/> Has average mental ability <input type="checkbox"/> Is alert or inquisitive <input type="checkbox"/> Learns and thinks rapidly
Teachability <input type="checkbox"/> Rigid, argumentative <input type="checkbox"/> Very opinionated <input type="checkbox"/> Open minded <input type="checkbox"/> Willing to receive instruction
Perseverance in completing tasks <input type="checkbox"/> Gives up easily or is easily discouraged <input type="checkbox"/> Needs encouragement to persevere <input type="checkbox"/> Persists in most circumstances
Achievement (formulates, executes, and carries plans to conclusion) <input type="checkbox"/> Does only what is assigned <input type="checkbox"/> Starts but does not finish <input type="checkbox"/> Is innovative <input type="checkbox"/> Is resourceful and effective <input type="checkbox"/> Has superior creative ability
Self-discipline <input type="checkbox"/> Leaves everything until the last minute <input type="checkbox"/> Is not very disciplined, but responds to deadlines well <input type="checkbox"/> Is self-disciplined, plans and works ahead of schedule

Please check any traits in the list below that you have noted in applicant.

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

Based on your knowledge of the applicant, how would you rate his or her potential success in a Master of Arts, Master of Divinity, or Doctor of Ministry program? (Circle highest level you feel student could achieve.)
 Exceptional Very good Good Fair Poor
Comment:

What do you believe is the applicant's motive in applying to Global University's Graduate School?

Name (please print)

Position or title

Address

Do you have reason to doubt or question the applicant's personal integrity? If so, explain:

Do you have any reservations about recommending this person? If so, please explain.

You may write additional facts you feel we should know on a separate sheet. You also may include additional references you feel are qualified to help in evaluating this applicant.

Signature

Date



REQUEST FOR ACADEMIC RECORDS

Note to Graduate Studies Applicant: It is the responsibility of individual applicants to have their official academic records forwarded to Global University. Please be aware that each university will have its own forms. Please submit your request to the registrar or other authorized official at each academic institution from which you received credit for degree-level studies after Grade 12. Please note that some institutions may require a fee for providing this service.

Please have your transcripts sent to Global University at the address below.

Postal Mail: Global University
 Registrar, Graduate Studies
 1211 South Glenstone Avenue
 Springfield, MO 65804 USA