

# Confidential Reference



## Employer or Teen Challenge Staff Recommendation

Please click the form fields and type in your info. Then mail it to the T.C.M.I. Admissions Department.

**To The Applicant:** Please complete the section below. Applicants are required to have a total of 3 recommendation forms completed in order to have your application processed.

**Applicant, Fill out this section completely to be considered for Admission.**

Applicant's Name: \_\_\_\_\_ Date: \_\_\_\_\_

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

Phone: \_\_\_\_\_

**Instructions to the person completing this recommendation:** The above named applicant is applying for admission to Teen Challenge Ministry Institute in South Gate, CA. Please complete this form carefully and mail it directly to us. This is confidential and it is not to be seen by the applicant. Because we expect straightforward comments, we will handle this recommendation with strict confidence. We appreciate your assistance!

To be filled out by the reference. If you choose to fill in the form by hand, please print in blue or black ink.

Name of Reference: \_\_\_\_\_

Address of Reference: \_\_\_\_\_

Phone Number of Reference: \_\_\_\_\_

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

2. How well do you know him/her? Circle one:  Casually  Fairly Well  Very Close

3. What is your relationship to this person? \_\_\_\_\_

4. To the best of your knowledge, has the applicant made a commitment to the Christian ministry?  Yes  No

Is the applicant living a Christian Life?  Yes  No

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

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5. To what extent is the applicant engaged in active ministry (e.g. Kids Clubs, Youth Groups, Bible Studies, etc.)

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6. In comparison with a Biblical model, how would you rate this person in the following areas?

**Please check one per question**

	Excellent	Good	Fair	Poor	Unknown
Character					
Leadership					
Emotional Stability					
Church Attendance					
Participation in Ministry					
Ability to get along with others					
Appearance					
Tact					
Initiative					
Compassion					
Social Ability					
Response to Authority					
Seriousness of purpose					
Educational Ability					

8. Which Characteristics best describe the applicant?

- Warmhearted    
  Loving    
  Teachable    
  Tolerant    
  Unstable    
  Rebellious  
 Respectable    
  Enthusiastic    
  Passive    
  Critical    
  On Fire for Jesus

9. In your opinion, does this person possess any outstanding abilities? Please explain:

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10. Has the applicant's entire record been such that you would place confidence in his/her integrity? If not, why?

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11. Does the applicant have any questionable personal habits? \_\_\_\_\_  
\_\_\_\_\_

12. Are there any personality traits which hinder this applicant in his/her relationship with others?  
\_\_\_\_\_  
\_\_\_\_\_

13. Are there any special circumstances connected with this person which the administration ought to know in order to deal wisely and sympathetically with him/her after admission?  
\_\_\_\_\_  
\_\_\_\_\_

14. Why do you think this person wants to attend T.C.M.I.? \_\_\_\_\_  
\_\_\_\_\_

15. Do you recommend this person to attend T.C.M.I.?  Yes  No

If no, why? \_\_\_\_\_  
\_\_\_\_\_

## Personal Recommendation:

Please share any information that will help the T.C.M.I. staff better understand and develop this person. This includes anything shared with the staff in conversation. Remember, this information is confidential.

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# Confidential Reference



## Personal Recommendation Continued:

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Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Thank you for your help,

Danielle Mills  
Admissions Administrator  
Teen Challenge Ministry Institute

Please return this reference to: Office of Admissions  
Teen Challenge Ministry Institute  
P.O. Box 739  
South Gate, CA 90280  
Office: 323.973.4974  
E-mail: [ashley.hernandez@teenchallenge.org](mailto:ashley.hernandez@teenchallenge.org)  
[www.teenchallenge.org/tcml](http://www.teenchallenge.org/tcml)