



Reference request for

Applicant:

Preferred name:

Programme applied for:

Dear

The applicant has named you to supply a reference in support of his/her programme application with Equip Gospel Ministries in partnership with Malaysia Bible Seminary. Please read through the application form, answer the following questions honestly, and email it to degree@equip.org.my. The higher the programme being applied for (Bachelor and especially at Masters level), the greater detail we desire. Thank you for giving this your careful attention.

1. Application Form

Did the applicant ask for your permission before supplying your name to Equip as a referee?

Yes

No

How long have you known him/her?

How well do you know him/her?

In what capacity have you known him/her?

Please read through the application form; are you surprised by anything in it? (If yes, please explain further)

Yes

No

Do you think the application form presents a full and fair portrait of the applicant? (If yes, please explain further)

Yes

No

2. Character

How is the applicant regarded by his/her peers?

What is his/her influence on others?

How well does he/she work with others?

What is his/her attitude towards authority and instruction?

How do you evaluate his/her character and/or relationships relative to what you assess is required for church or parachurch ministry?

Would you be confident to hire or rehire him/her to work alongside you? *(Either way, please explain your reasoning)* Yes No

3. Academic ability

Are you confident that the applicant is academically able to complete the programme being applied for? *(If not, please explain further)* Yes No

Language fluency (please rate his/her proficiency level in English (1 = minimal, 6 = perfect, no mistakes):

<i>Conversational</i>	<input type="text"/>
<i>Reading</i>	<input type="text"/>
<i>Writing</i>	<input type="text"/>

4. Health

Has his/her physical, emotional and/or mental health adversely affected performance? (If yes, please explain and quantify further)

Yes No

5. Assessment

Please check whichever term you think best describes the applicant:

Industry

- Seeks additional work
- Completes additional suggested work
- Prepares assigned work only
- Needs occasional prodding
- Needs much prodding

Initiative

- Highly motivated
- Sometimes initiates
- Succeeds if told what to do
- Needs constant supervision
- No opportunity to observe

Dependability

- Always dependable
- Usually dependable
- Sometimes dependable
- Undependable
- No opportunity to observe

Character

- High moral and spiritual standards
- Shows growth and maturity
- Indifferent moral and spiritual standards
- Inconsistent attitude and practices
- No opportunity to observe

Social Acceptability

- Sought by others
- Liked by others
- Tolerated by others
- Avoided by others
- No opportunity to observe

Sociability

- Deep concern for others
- Interested and helpful
- Indifferent about others
- Anti-social
- No opportunity to observe

Quality of work

- Does outstanding work
- Does above average work
- Does acceptable work
- Careless in work
- No opportunity to observe

Recommendation

- Highly recommended
- Recommend with reservations
- Recommend
- Do not recommend

Please use the box below to explain your assessment:

6. Any other information

7. Any further questions

Do you have any further questions about Equip Gospel Ministries and its training programmes and/or would you like a meeting with someone from Equip to discuss further? Yes No *(If yes, please specify questions and/or topic for discussion)*

8. Declaration

I declare to the best of my knowledge that all the information in this form is correct and I have not left out any information that significantly alters the impression I give herein.

Signature and Date of Referee:

**All references should be sent to: Equip Gospel Ministries,
31a, Jalan SS 2/64, SS 2, 47300 Petaling Jaya, Selangor
degree@equip.org.my**