



(208)665-7808  
heartofthecitychurch.com  
772 W. Kathleen Ave  
CDA, ID 83815

## PASTORAL REFERENCE FORM

Instructions to applicant: Please complete the following before you give to / send to a Pastor with a stamped envelope pre-addressed to:

**HOCC CitiNterns**  
**772 W. Kathleen Ave**  
**Coeur d'Alene, ID 83815**

Applicant's Name: Last \_\_\_\_\_ First \_\_\_\_\_ Middle \_\_\_\_\_

I, the above-named applicant, waive any right I have to read or obtain copies of this recommendation under the Family Education Rights and Privacy Acts of 1974. I also know that this waiver is not required as a condition for admission.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### Instructions to the person completing this reference form:

The above applicant has applied for admission to Heart of the City Church's CitiNtern Program and requested that you give an evaluation. We would be grateful if you would give your frank evaluation of the applicant by responding to the questions below. We give serious consideration to all your comments and, therefore, ask that you complete this form carefully. This recommendation is required and your prompt attention in completing it is appreciated

**How well do you know the applicant?**      Very Well                      Well                      Casually

### How would you rate the applicant in the following areas?

|                          | Outstanding              | Strong                   | Adequate                 | Inadequate               | Unknown                  |
|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| Emotional Stability      | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Leadership Ability       | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Submission to Authority  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Personal Demeanor        | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Peer Relationships       | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Spiritual Maturity       | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Creative Instinct        | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Personal Maturity        | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Social Readiness         | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Responsibility           | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Initiative               | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Communication            | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Teamwork                 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Church Involvement       | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Potential                | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Punctuality              | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Christian Character      | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Flexibility              | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Financial Responsibility | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Relating to New People   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Problem Solving          | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Setting an Example       | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

|                            |                          |                          |                          |                          |                          |
|----------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| Encouraging Others         | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Finishing What's Started   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Listening in Conversation  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Maintaining Friendships    | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Conversing with Strangers  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Establishing Relationships | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Confronting                | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Sense of Humor             | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

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

**Personal Evaluation of the Applicant**

1. Do you believe that the applicant has a personal relationship with Jesus Christ? \_\_\_\_\_  
 \_\_\_\_\_

2. Does he/she display high moral standards? \_\_\_\_\_  
 \_\_\_\_\_

3. If this applicant is admitted into CitiNterns, what is his/her most important need for personal development? \_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

4. What makes this applicant special? \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

5. Please comment on the applicant's family background. \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

6. Would you recommend this applicant for the acceptance into the CitiNterns Program?  
Yes                      With Reservation – please explain                      No – please explain  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Your Information (the person giving the reference)

Name: Last \_\_\_\_\_ First \_\_\_\_\_  
 Position or Title: \_\_\_\_\_  
 Name of Institution if Professional: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Phone #: \_\_\_\_\_ Email: \_\_\_\_\_  
 Relationship to Applicant: \_\_\_\_\_

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

**Thank you for your contribution and time.**

