

| Institution | City/state/country | Dates: from/to | Degree | Major |
|-------------|--------------------|----------------|--------|-------|
| _____ | _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ | _____ |

SERVICE TO CHURCH COMMUNITY: List pastoral and ecclesiastical employment and/or other service.

| Church/agency | City/state/country | Dates: from/to | Position |
|---------------|--------------------|----------------|----------|
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |

PRESENT EMPLOYMENT:

| Employer | City/state/country | Years employed | Position |
|----------|--------------------|----------------|----------|
| _____ | _____ | _____ | _____ |

BUSINESS/PROFESSIONAL EXPERIENCE: Describe briefly jobs held longer than one year.

SPIRITUAL DIRECTION EXPERIENCE (check one):

- I have been in a formal spiritual direction relationship with someone serving as my spiritual director for _____ year(s).
- I have been the recipient of spiritual direction in informal settings with others serving in the capacity of spiritual director for _____ year(s).
- I have no formal or informal experience of spiritual direction at this time. (Please note that we rarely admit applicants who have less than a year's experience meeting with a spiritual director.)

How did you hear about the DASD program?: _____

APPLICATION MATERIALS

In addition to a completed application form, applicants must submit the following:

- 1. Official transcripts from each academic institution you have attended to date, plus records of other study you believe are pertinent. Official transcripts are documents sent directly from one institution to another. For further information about adequacy of transcripts, please call the Program Manager at (415) 451-2838.
- 2. Four references using the forms enclosed. There is a space provided on the reference form for waiving right of access to letters of reference. You should send one form to each reference along with a stamped envelope addressed to: *Program Manager, Diploma in the Art of Spiritual Direction, San Francisco Theological Seminary, 105 Seminary Road, San Anselmo, CA 94960.*

REFERENCES: One reference required from each of the following:

- A. A spiritual mentor/director (i.e., someone **other than** a personal friend or family member who really knows you, e.g., a mentor, spiritual director, AA sponsor, long-time pastor, etc.)
- B. An academic reference (i.e., an individual qualified to reflect upon your academic ability)
- C. A church leader or member (i.e., someone who can attest to your understanding of, and relationship to, the Church)
- D. A personal friend who can speak to your capacity for friendship relationships

Please list the names and addresses of your references corresponding to the above list:

- A. _____
- B. _____
- C. _____
- D. _____

- 3. A brief (seven double-spaced, typewritten pages maximum) response to the following:
 - A. Tell us a bit about yourself (i.e., your inner world, the relationships that sustain you, the systems and structures that hold meaning for you, your connection to the faith community).
 - B. Identify one event from the past ten years in which you encountered God deeply. Describe how this experience has affected your sense of yourself, others, and the movements of God within you and within your life.
 - C. Describe your styles of prayer and your sense of God’s movement in and through your prayer life.
 - D. How long have you been in spiritual direction? Where? Include the average duration of your spiritual direction sessions and frequency with which you meet with your spiritual director. How has spiritual direction been helpful to you? What do you understand spiritual direction to be?
 - E. How or why do you feel called to the ministry of spiritual direction, and what has led you to this sense of call?
 - F. In providing spiritual direction for others, with what kinds of persons would you feel most comfortable, and with whom would you feel cautious or hesitant?
 - G. In no more than two pages (of the seven maximum), reflect on a book that has been important for your own spiritual formation. Articulate what it “said” to your life, why that was meaningful for you and the ways your spirituality has changed, deepened or grown as a result.
- 4. If English is not the primary language in which you converse and read, a copy of your TOEFL results. (A TOEFL score of 213 or higher is required for admission to the seminary.)
- 5. A **\$40.00** non-refundable application fee. (If you are applying concurrently to an SFTS degree program, you need not include an application fee with your DASD application.)

Note: All admission materials become part of the Seminary’s record, with the exception of the letters of reference, which are destroyed after admissions decisions are made.

I hereby apply to be admitted as a student in the Diploma in the Art of Spiritual Direction program of San Francisco Theological Seminary.

Applicant signature

Date

It is the policy of San Francisco Theological Seminary not to discriminate on the basis of sex, age, race, color, physical disability, national or ethnic origin in its education program. This policy complies with requirements of the Internal Revenue Service Procedure 321-1, Title VI of the 1964 Civil Rights Act, and Title IX of the 1972 Educational Amendments as amended and enforced by the Dept. of HEW.

Diploma in the Art of Spiritual Direction
Reference Form—**Spiritual Mentor/Director**

APPLICANT

Name: _____

Address: _____

Phone: _____

REFERENCE

Name: _____

Address: _____

Phone: _____

Profession/ministry: _____

Applicant: Please complete the first section, including your signature, and give this form and an addressed envelope to your spiritual director.

I understand that this recommendation will be used only for the purpose of admission, that I have the right of access or may waive my right of access to it and that failure to check and sign below renders access void.

____ I hereby waive my right of access to this letter of reference.

____ I hereby do not waive my right of access to this letter of reference.

Applicant signature

Date

The Diploma in the Art of Spiritual Direction is offered by the Program in Christian Spirituality to cultivate men and women to be spiritual directors, particularly within the Protestant context. We define spiritual direction as a covenant friendship between Christians in which an individual or group of persons is assisted in the discernment of God's presence and in the contemplative living out of God's call.

REFERENCE: We have found that one of the best indicators of the capacity to be a spiritual director is the way an applicant participates in a spiritual direction/mentoring relationship. Thus, we are asking you to write about your direct experience of the applicant, being careful to omit the specific content you have heard from the applicant. We are looking for feedback from you around things like the level of the applicant's self-awareness, his/her ability to be discerning about their inner life, that the applicant has an on-going relationship with God, is teachable, open, has, or does not have, the capacity to listen, etc. As a spiritual mentor, you are aware that emotional and psychological maturity in spiritual directors is of great importance. It will help us if you recognize that a wholly positive report is not apt to be balanced or useful, and we would like to be as helpful to applicants as possible throughout the admissions process and into the program. Feel free to use additional paper if you need more room for your responses, and please be specific in your responses.

The applicant has been asked to provide you with this form, together with a stamped envelope addressed to: *Program Manager, Diploma in the Art of Spiritual Direction, San Francisco Theological Seminary, 105 Seminary Road, San Anselmo, CA 94960.* Please complete this form and return it to us at your earliest convenience. If you have questions, please call the DASD program office at (415) 451-2838 or send email to DASD@sfts.edu.

1. How long, and in what capacity, have you been accompanying this applicant as a spiritual mentor/director? Do you know him/her in any other context? If so, describe.

(over)

Diploma in the Art of Spiritual Direction
Reference Form—**Academic**

APPLICANT

REFERENCE

Name: _____

Name: _____

Address: _____

Address: _____

Phone: _____

Phone: _____

Profession/ministry: _____

Applicant: Please complete the first section, including your signature, and give this form and an addressed envelope to your academic reference.

I understand that this recommendation will be used only for the purpose of admission, that I have the right of access or may waive my right of access to it and that failure to check and sign below renders access void.

____ I hereby waive my right of access to this letter of reference.

____ I hereby do not waive my right of access to this letter of reference.

Applicant signature

Date

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The applicant has been asked to provide you with this form, together with a stamped envelope addressed to the *Program Manager, Diploma in the Art of Spiritual Direction, San Francisco Theological Seminary, 105 Seminary Road, San Anselmo, CA 94960*. Please complete and return it directly to us at your earliest convenience. If you have questions, please call the DASD program office at (415) 415-2838 or send email to DASD@sfts.edu.

Please note: It will help us if you recognize, as we do, that a wholly positive report is not apt to be balanced, complete, or useful.

1. How long and in what context have you known the applicant?

2. Assess this applicant's potential for meeting the demands of graduate work.

(over)

Diploma in the Art of Spiritual Direction
Reference Form—**Church Relationship**

APPLICANT

REFERENCE

Name: _____

Name: _____

Address: _____

Address: _____

Phone: _____

Phone: _____

Profession/ministry: _____

Applicant: Please complete the first section, including your signature, and give this form and an addressed envelope to your church relationship reference.

I understand that this recommendation will be used only for the purpose of admission, that I have the right of access or may waive my right of access to it and that failure to check and sign below renders access void.

____ I hereby waive my right of access to this letter of reference.

____ I hereby do not waive my right of access to this letter of reference.

Applicant signature

Date

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The applicant has been asked to provide you with this form, together with a stamped envelope addressed to the *Program Manager, Diploma in the Art of Spiritual Direction, San Francisco Theological Seminary, 105 Seminary Road, San Anselmo, CA 94960*. Please complete and return it directly to us at your earliest convenience. If you have questions, please call the DASD program office at (415) 451-2838 or send email to DASD@sfts.edu.

Please note: It will help us if you recognize, as we do, that a wholly positive report is not apt to be balanced, complete, or useful.

1. How long and in what context have you known the applicant?

2. Does the applicant know and appreciate the faith tradition, which she/he currently professes? Describe.

(over)

Diploma in the Art of Spiritual Direction
Reference Form—**Personal Friend**

APPLICANT

REFERENCE

Name: _____

Name: _____

Address: _____

Address: _____

Phone: _____

Phone: _____

Profession/ministry: _____

Applicant: Please complete the first section, including your signature, and give this form and an addressed envelope to a personal friend.

I understand that this recommendation will be used only for the purpose of admission, that I have the right of access or may waive my right of access to it and that failure to check and sign below renders access void.

____ I hereby waive my right of access to this letter of reference.

____ I hereby do not waive my right of access to this letter of reference.

Applicant signature

Date

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Please note: It will help us if you recognize, as we do, that a wholly positive report is not apt to be balanced, complete, or useful.

1. How long and in what context have you known the applicant?

2. What are the qualities you like most about the applicant?

(over)

3. Would you consult or speak with the applicant about your spiritual life? Why or why not?

4. In your opinion, does the applicant have the psychological and spiritual maturity to keep her/his own issues separate from another's?

5. What are your hopes for the applicant in terms of his or her personal and spiritual growth?

6. Please add any additional information that might assist the Admissions Committee in assessing this applicant's potential for meeting the demands both of graduate work and in serving the church in the capacity of spiritual direction.