

**MA in Chaplaincy Studies and Pastoral Work (DC981), 2018-2019**

**2 Years Part-Time**

**Request for a Professional / Academic Reference**

Dear Referee,

The person named on the reference form overleaf has applied for a place on the MA in Chaplaincy Studies and Pastoral Work programme commencing in September 2018 and has named you as a professional referee.

The Coordinator of the MA programme and the Programme Board would be most grateful if you would kindly complete the reference form, in terms of the applicant’s capacity and suitability for postgraduate study. You are welcome to add a separate sheet with additional remarks, if you so wish.

We appreciate you giving us your evaluation of this applicant for our course. We are most grateful for the time and effort you will give to the task.

Your reference will be seen by the Programme Coordinator, the Registry, the members of the interview panel and will form part of the applicant's file. The applicant will be given a copy of your reference if he / she so requests.

Since the candidate's application will be incomplete until all documents are received, it is requested that you kindly send your completed reference as soon as possible directly to: **MACSPW Applications, c/o Mary Coffey, Programme Chair, Dublin City University, St. Patrick’s Campus, Drumcondra, Dublin 9.**

With grateful thanks and with best wishes,

Yours sincerely,

Post Graduate Admissions



**MA in Chaplaincy Studies and Pastoral Work (DC981) Programme 2018-2019**

**2 Years Part-Time**

**Professional / Academic** **Reference Form**

**Name of Applicant**

**Name of Referee**

**Address of Referee**

**Position** \_ **Tel. no.**

**1.** How long and in what capacity have you known the Applicant?

**2.** In your judgment, has the Applicant the ability and capacity for postgraduate study?

**3.** In your experience, how does the Applicant evidence suitability for the role of a chaplain, coordinator of chaplaincy services or pastoral work in their community?

**4.** Any further comments which may be relevant?

Signature Date