REFERENCE FORM
(To be used in lieu of a formal recommendation letter)

INSTRUCTIONS FOR CANDIDATE OR CATECHIST TO BE CERTIFIED:
This form may be used to partially fulfill requirements for certification. In place of this form, the recommender may submit a personal letter of recommendation which testifies that you are active at your parish as a practicing Catholic. The preferred recommender should be a catechetical leader. Submit all paper work to the address above with “ATTN: Carmen Aanenson” in a timely manner.

TO BE FILLED OUT BY CANDIDATE FOR CERTIFICATION:

Name: _________________________________________________
Parish/School: ___________________________________________
Email & Tel#: ____________________________________________

INSTRUCTIONS FOR RECOMMENDER (such as a pastor, priest, DRE/CRE, principal or master catechist):
The candidate named above has requested a reference. As the recommender, please complete this form and either (a) submit to the Department of Religious Education or (b) return to the candidate.

TO BE FILLED OUT BY RECOMMENDER:

1.) How long have you known the candidate/teacher/catechist? ______
2.) Briefly describe the candidate’s involvement at the parish, school and/or ministry:

3.) What charisms and/or qualities do you see in the candidate that could help build up the local parish/school and the Body of Christ? ______________________________________________
4.) Would you recommend the candidate for certification?
   _____ Yes           _____ Yes, with further formation/preparation    _____ No, not at this time
5.) What other comments would you like to add:

___________________________________________________________________________

Recommender Name: ____________________   Priest or Master Catechist? Y/N
Position: ______________________________
Mailing Address: __________________________

Signature _______________________________   Date __/__/___

(Form 5) 7/29/15