

DMin Program – Notes for Referees

In order to match your referral to the applicant, please include the following in your letter of reference:

- Indicate the legal name of the applicant
- Indicate which letter of reference you are providing
 - Academic Letter of Reference
 - Ministry Colleague/Associates' Letter of Reference
 - Ministry Base Group Letter
 - Letter of Denominational or Institutional Support
- Indicate your name, position and denomination or institution with which you are affiliated
- Sign and date your letter
- Send your letter directly to:

DMin Office

Toronto School of Theology

47 Queen's Park Crescent East

Toronto, ON

M5S 2C3

Your letter is considered a confidential document and will not be shared with the applicant. Please indicate "DMin Applicant Reference - Confidential" on the envelope. Note that your letter must be received by the application deadline: **Friday, November 1, 2013.**