

## Academic Reference for Doctor of Ministry Program Admission to Summer 2023

Dear Academic Referee,

The conjoint Doctor of Ministry (DMin) program is a professional graduate degree set in an ecumenical and multidisciplinary context directed toward excellence in the active engagement of ministry. The DMin is intended to provide advanced study for persons who are already engaged in the practice of ministry in its varied forms. In practical terms, the emphasis of the program is on advancing personal, professional, and theological integration in order to help the participants achieve a high level of competency in the practice of ministry and its theoretical underpinnings. The program distinguishes itself by seeking to integrate theory and praxis. Therefore, DMin students are required to continue in the practice of ministry while studying within an interdisciplinary framework and by the unique ecumenical context provided by the TST.

As an academic referee, you should have taught or supervised the applicant in a post-secondary setting. References should be written on institutional letterhead. When writing your reference letter, please keep in mind that candidates are expected to have a solid biblical and theological education, and please comment on the criteria listed below:

1. The nature of your association with the candidate, e.g., supervisor, instructor etc.
2. Candidates should have the ability to engage in collaborative learning.
3. Candidates should be able to be self-directed/self-motivated in determining their learning goals and objectives.
4. Candidates should have the ability to identify and carry out a research project.
5. Consider the candidate's intellectual abilities and achievements.
6. Include your assessment of the candidate's suitability for admission to the DMin program and your assessment of his or her ability to complete the programme (approximately 4 years) while continuing in their practice of ministry.

To ensure your reference is matched to the applicant, please include the following in your letter of reference:

- the legal name of the applicant
- Indicate that you are providing an Academic Letter of Reference
- your name, position, and institution with which you are affiliated
- Sign and date your letter

Please send your reference by one of the following methods to be received the GCTS Office by DMin application deadline of **12 noon (EST), December 01, 2022**, for first round consideration, or **12 noon (EST), February 24, 2023**, for second round consideration.

Mail your reference by regular postal mail directly to:

DMin Applicant Reference - Confidential  
Admissions Committee  
c/o Graduate Centre for Theological Study  
Toronto School of Theology  
47 Queen's Park Crescent East  
Toronto, ON M5S 2C3  
Canada

**OR**

Email a scan of the original letter, as an attachment, sent **directly from your institutional email account** to [GCTS.Office@utoronto.ca](mailto:GCTS.Office@utoronto.ca) with the applicant's name and type of reference in the subject line e.g., "DMin Academic Reference – Jane Smith".

References issued to applicants or photocopies will not be accepted. Your letter is considered a confidential document and will not be shared with the applicant.

Thank you.