

## RECOMMENDATION FORM

### TO THE APPLICANT:

Please fill out the top section of this form, then forward it to the individual making your recommendation. If you are applicant to an international extension site, print or type the address of your local liaison at the end of the second page of this Recommendation Form, where it gives the recommender instructions on how to submit the form, then forward to the individual making your recommendation.

Name: \_\_\_\_\_  
Last First Middle

Credential sought:  Master of Pastoral Studies  Certificate in Pastoral Studies  Non-degree  Advanced Certificate

Master of Religious Education  Certificate in Religious Education  Post-Master's Certificate

Graduate Certificate in Theology and Ministry  Continuing Education Certificate in Theology and Ministry

Program:  Online  On-Campus  Extension

### OPTIONAL WAIVER OF RIGHTS:

I hereby waive my right to have access to this evaluation form when completed and understand that this confidential recommendation is to be used only in consideration of my application to the Loyola Institute for Ministry.

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date Mailed to Recommender by Applicant

### TO THE RECOMMENDER:

Each applicant to the Loyola Institute for Ministry is required to have two recommendations from professionals in work, ministry, and/or in education (supervisor or colleague, pastor, director of religious education, etc.) who can attest to the applicant's involvement in ministry and ability to engage in graduate-level ministry education. The person whose name appears above is applying to the Loyola Institute for Ministry (description below) and has requested that your recommendation be included as part of the information on which the Admission Committee will base its decision. Your candid response to the questions on the back of this form will provide important input in our admissions process. After reading the description of our program, please complete the form as soon as possible and mail it to the address indicated on this form. You are welcome to print all responses from a computer and attach them to this form, if you prefer. Additional statements and information concerning the applicant's suitability for participation in this program may also be attached to this form. Thank you in advance for your assistance in this process.

#### DESCRIPTION OF THE LIM EXTENSION PROGRAM

The Extension Program of the Loyola Institute for Ministry is a professionally-oriented program of graduate-level education (or certificate credit), which seeks to increase the competencies of practitioners in the areas of religious education and pastoral ministry. Originating as a response to Vatican II's universal call to ministry, the changing demographic patterns in the Church, and the expressed educational needs of dioceses with little or no access to residential programs, the Institute offers a master's degree in either religious education or pastoral studies in cooperation with dioceses and other sponsoring agencies. The program focuses on contextual learning for those already involved in ministry.

The program addresses adult practitioners within the actual context of their ministries with the goal of enabling them to integrate their knowledge and skills through an increased awareness and analysis of their ministry contexts. These contexts include the sociocultural context where their ministry it is situated, the institutional context of their ministry site, the Judeo-Christian tradition, and their own personal background. The program seeks to broaden students' knowledge in these areas and to encourage the practice of appropriate skills.

The educational process is carried out in learning groups led by a facilitator who is trained, certified, and supervised by Loyola. Three-hour weekly sessions for each course are carefully designed by Loyola faculty and include discussions of required readings, media content, and other learning activities. In each course, students practice a theological reflection process that enables them to correlate their ministry and life experiences with course content.

Students take responsibility for their own learning and must be highly motivated in order to do graduate-level work and engage in deep reflection about themselves and their ministry contexts.

#### DESCRIPTION OF THE ON-CAMPUS AND ONLINE PROGRAMS

The educational process in the LIM on-campus and online programs combines faculty lectures and interaction with group discussion and critical reflection upon course content and personal experience, especially as related to each student's ministerial practice. LIM's faculty are joined by a host of distinguished visiting professors to offer courses in the fall, spring, and summer semesters. The students, faculty, and staff of the Loyola Institute for Ministry form a learning community gathered to enhance the quality of pastoral ministry in the Church. The Institute seeks an integration of knowledge of the Christian Tradition, a sensitivity to the dynamics of the Church's institutional life, a critical awareness of and appreciation for the times and cultures within which one works, and an awareness of one's self, abilities, and limitations. The masters' degrees and certificate programs address themselves to such integration.

The master's programs are designed for ministers from among the laity, members of religious orders, deacons, and clergy who seek to enhance the quality of their pastoral or educational ministry through systematic continuing education or who are preparing for such work. Each phase of the program focuses on the development of ministers who are critically evaluative of themselves, their vision, and their efforts and involves them in learning through lectures, reading, personal reflection, group discussions, and assigned papers and projects.

The on-campus and online programs assume that learners are able to take responsibility for their own learning and thereby become more intentional in their practice of ministry. Students are expected to be able to reflect critically on various contexts of their ministry and to engage in creative and thoughtful discussions based on their own experience as well as their research.

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