

Society for the Increase of the Ministry

Guidelines for Letter of Reference

- 1. Persons applying to us for the first time must attach to our application Form A, four letters of reference, viz., one from the applicant's bishop, one from the applicant's rector, and two from lay persons.**
- 2. Unless there is a compelling reason (clearly stated), the two lay persons should be members of the applicant's sponsoring congregation, unrelated to one another.**
- 3. Each of the four letters should speak to the applicant's financial need, character, church involvement and vocation to the ordained ministry in the Episcopal Church.**
- 4. The bishop's letter must indicate clearly that the applicant is a postulant or candidate for holy orders.**
- 5. Applications lacking one or more of these letters will automatically be rejected by the SIM.**
- 6. *Lay persons submitting letters of recommendation must be persons from outside the seminary community and other than a member of the applicant's household, or family.***