

Elkins School of Art

Recommendation Letter Requirements

Applicants for the Elkins School of Art Scholarship Program must submit one Recommendation Letter as part of the scholarship application.

■ Who May Provide the Recommendation?

The Recommendation Letter should be written by one of the following individuals:

- Senior Pastor
- Mission Organization Leader
- Ministry Supervisor
- Church Administrator
- Other appropriate ministry leader who is familiar with the applicant's ministry involvement

■ Recommendation Letter Requirements

The Recommendation Letter should:

- Be written on the official letterhead of the church, mission organization, or ministry whenever possible.
- Include the name and address of the church, mission organization, or ministry.
- Include the name, title, and contact information of the person providing the recommendation.
- Confirm that the applicant is actively serving in the church, mission organization, or ministry.
- Briefly describe the applicant's ministry involvement, character, and commitment to Christian service.
- Explain how participation in the Elkins School of Art educational workshop is expected to benefit the applicant's ministry or service.
- Include the signature and date of the person providing the recommendation.
- Be limited to one letter-size page.

■ Submission

The completed Recommendation Letter should be submitted together with the applicant's scholarship application materials in accordance with the published application instructions.