

IGNATIAN SPIRITUALITY INSTITUTE

John Carroll University

Application Instructions

1. Fill out the application form. If you wish, you may attach a more detailed resume or curriculum vitae.
2. Write a faith/life autobiography (3-5 pages). Briefly describe your faith/life journey, including your relationship with God, the people, places and events that have most formed you in your faith, the place of prayer in your life, and any experiences you have had with spiritual direction, especially with the Ignatian Spiritual Exercises. Include a statement expressing how you have come to desire training in a spiritual direction.
3. On a separate sheet, write your vision of ministry, especially the ministry of spiritual direction (no more than 1 page).
4. Request transcripts from any institutions of higher learning that you have attended and have them sent directly to the ISI.
5. Distribute reference forms to two (2) people who will be able to recommend you to the program. Select people who can speak knowledgeably about your suitability for the ministry of spiritual and retreat direction, people who have observed you in a professional or ministerial setting, or people with whom you have shared your life of faith. Have them send their references directly to the ISI.

Admission materials are due in the ISI office by June 1st.

We will accept applications after June 1st if our quota is not reached by then. Early application is strongly advised.

You will be notified by Father Fitzgibbons to set up an interview after the application process.

Ignatian Spirituality Institute
John Carroll University
1 John Carroll Blvd.
University Heights, OH 44118

IGNATIAN SPIRITUALITY INSTITUTE

John Carroll University

Application for Admission

Name: _____
(First) (Middle) (Last) (Maiden)

Address: _____

Phone: _____
(cell) (other)

Email: _____

Are you: (circle as appropriate)

Married Single Divorced/Separated Widowed Clergy Vowed

Religious Denomination and Parish/Faith Community Affiliation: _____ How Long? _____

Education: (School City/State, Dates Degree) Indicate all degrees, including major subject of study. List any relevant non-degree theology/religious studies, programs, workshops, retreats, etc.

Employment History (List current employment first)

Employer: _____ Position Dates: _____

Address: _____

Employer: _____ Position Dates: _____

Address: _____

Have you ever been convicted of, pleaded guilty to or no contest to any crime other than a minor traffic offense? No/Yes

If yes, please explain. (Answering yes is not grounds for denial of admission)

Do you currently hold any professional license or certificate? Explain.

Have you ever had to give up or had a professional license or certificate revoked? If yes, please explain.

I affirm that the information contained in this application is, to the best of my knowledge, true. I understand that omission or falsifications of any information contained in this application will be grounds for denial of admission or dismissal from the ISI program.

Signature: _____

Signature Date: _____

References: (Distribute attached forms to the two people who will provide a reference for you)

Name: _____ Position: _____

Phone: _____

Address: _____

Name: _____ Position: _____

Phone: _____

Address: _____

IGNATIAN SPIRITUALITY INSTITUTE

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Reference for Admission

Name of Applicant: _____

NOTE TO RECOMMENDER: The person named above is applying for admission to the Ignatian Spirituality Institute and has requested that your evaluation be included as part of the information on which admission will be determined. Under the FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT OF 1974, this applicant (if admitted and enrolled) will have access to the information provided unless the right to such access has been waived by the statement below.

My preference regarding confidentiality of the recommendations is as follows:

_____ I wish to have access to this letter of recommendation; it will not be confidential and will be incorporated into my application.

_____ I waive my rights of access to this letter of recommendation and request it be incorporated as confidential material into my application.

Applicant Signature: _____ Signature Date: _____

Please read the following brief description of the Ignatian Spirituality program before answering the questions on the reverse page.

The Ignatian Spirituality Institute offers an educational program for the training of spiritual directors in the tradition of the Spiritual Exercises of Ignatius Loyola.

The ISI is ideally suited to those who serve in parishes, retreat ministries, campus ministry, and other Church-related works.

More generally, the ISI offers adult Christians of any denomination theological and spiritual tools for deepening Christian life and ministry, whether in a school, congregation, home, parish, or workplace.

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Reference for Admission

On a separate sheet of paper, please respond to the following questions as thoroughly as you are able.

- How long and in what capacity have you known the applicant?
- Comment on the applicant's suitability for the ministry of spiritual and retreat direction. Include in your assessment the applicant's intellectual ability, emotional balance, ministerial and interpersonal skills and spiritual maturity.
- Given the nature of the profession for which students in this program will prepare, they must exhibit a high level of emotional and social maturity. If you have observed any behavior that might hamper the applicant's functioning within this field, please specify this.
- Do you recommend this applicant to the program? Explain.

Name: _____ Title: _____

Organization: _____

Address: _____

Phone: _____

Signature: _____

Please sign and return this form, along with your written recommendation to the following address:

Ignatian Spirituality Institute

John Carroll University

1 John Carroll Blvd.

University Heights, OH

Or, scan and send to Maggie Hohlefelder, Administrative Assistant, mhohlefelder@jcu.edu

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