



The West Virginia Institute for Spirituality Charleston, West Virginia

Letter of Recommendation

This letter is written for _____
who is applying for a Sabbatical at The West Virginia Institute
for Spirituality in:

(DATE)

Please indicate the following in your letter:

- How long you have known the applicant and your relationship to him/her?
- How do you see the applicant in terms of his/her relating with self and others in living and ministerial situations?
- How does the applicant enter into the developments of the Church and society?
- What specific gifts might the applicant offer during his/her time in the sabbatical program?
- What might be some of the needs the applicant might bring to the program?
- Please comment on the applicant's emotional/psychological health at this time. This is very important since the Sabbatical program is not therapeutic in nature. Thank you.

It would be desirable that you share the contents of your letter with the applicant. Thank you.

Signature _____ Date _____

Address _____

Please mail recommendation to : Sr. Carole Riley, CDP, PhD
The West Virginia Institute for Spirituality
1601 Virginia Street East
Charleston, WV 25311

Applicants please note: Two letters of recommendation are required. One from the Provincial, Superior or Bishop, Priest, Spiritual Director and the other from a person who knows you well.