

# true grace

SCHOOL OF  
LEADERSHIP

## INTERNSHIP APPLICATION

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**Northwest**  
UNIVERSITY

# Application Instructions



True Grace School of Ministry (TGSL) is a ministry of True Grace Church offered in partnership with Northwest University (NU). Accordingly, both True Grace Church and NU process this application. Please send all application materials to True Grace Church unless otherwise indicated. For more information, contact TGSL at (360) 459-1444 & [schoolofleadership@truegrace.church](mailto:schoolofleadership@truegrace.church) or Northwest University Office of Admissions at 425/889-7789 & [cppadmissions@northwestu.edu](mailto:cppadmissions@northwestu.edu).

## Application Requirements

1. Complete the **application** in ink. Please print clearly.
2. Request your official **high school transcript** from the high school where you graduated, or the high school from which you intend to graduate. Transfer students with 30 semester or 45 quarter college credits are not required to submit a high school transcript. After initial review, a high school transcript may be requested. Running Start students are required to submit a high school transcript. When requesting your official transcript, please note that an updated copy should be sent upon graduation. Transcripts go directly to Northwest University.
3. Hand deliver or mail the enclosed **Reference Forms** as follows:
  - A. To a pastor (In churches with a youth pastor, your pastor may designate the youth pastor to complete the reference.)
  - B. Give the second reference form to a mature Christian friend.
  - C. Be sure to fill out your full name on the reference forms in the same way it appears on your application.
  - D. Sign the waiver of access on each reference form if you so choose.  
*(It would be appropriate for you to include, with the forms, a stamped envelope addressed to True Grace School of Leadership or the university.)*
4. If you are a college student (past/present) you will need to send a written request to each college or university attended, requesting an official transcript of your record. It must be mailed to: Northwest University, P.O. Box 579, Kirkland, WA 98083-0579. This is needed for two reasons: (1) to show dismissal status and (2) to consider possible transfer credit.

**Deliver the completed application** to the True Grace School of Leadership. When **all** the above materials are received by TGSL and NU, your application will be submitted for admissions consideration.

### Before Mailing Your Completed Application Please Check:

- |                                                                           |                                                          |
|---------------------------------------------------------------------------|----------------------------------------------------------|
| <input type="checkbox"/> Your application is completed, signed and dated. | <input type="checkbox"/> Official transcripts requested. |
| <input type="checkbox"/> Biographical essay completed.                    | <input type="checkbox"/> Reference forms distributed.    |

**Application Deadline** for the Fall Semester is July 15

-----[Feel free to make additional copies of this form as needed]-----

### TRANSCRIPT REQUEST

For the purpose of seeking admission to Northwest University, please send an official copy of my transcript to:

Office of CPP Admissions: Northwest University

P.O. Box 579– Kirkland, WA 98083-0579

Print Name: \_\_\_\_\_  
Last First Middle Maiden Name (if applicable)

Year of graduation/last attendance was: \_\_\_\_\_  
Month Day Year

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

# Application for Admission



**Please read the following before completing this application:**

Applicant must be of approved Christian character, fulfilling spiritual and academic requirements as stated in the catalog. **True Grace School of Leadership** and **Northwest University** do not discriminate on the basis of race, sex, age, national/ethnic origin, or disability in its admissions policies.

**Personal Information** (Please Print)

**Applying As:**  New Full-time Student\*  Adult /Self-Guided Student  Running Start Student  Transfer Student

**Application to:**  NU Church Partnership Program  AA General Studies  Assemblies of God Licensure

**Admission For:**  Fall 20\_\_\_\_  Spring 20\_\_\_\_

**Name:** \_\_\_\_\_  
Last First Middle Maiden Name (if applicable)

Current Address: \_\_\_\_\_  
Mailing Address City State Zip + 4

Ending date at this address (If Applicable): \_\_\_\_/\_\_\_\_/\_\_\_\_ Current Phone: (\_\_\_\_) \_\_\_\_\_

Permanent Address: \_\_\_\_\_  
 Check box if same as above Mailing Address City State Zip + 4

Permanent Phone: (\_\_\_\_) \_\_\_\_\_ Age: \_\_\_\_\_ Birth Date: \_\_\_\_\_  
Month/ Day/ Year

Gender:  Male  Female Marital Status:  Single  Married

E-mail: \_\_\_\_\_ Social Security Number (optional): \_\_\_\_\_-\_\_\_\_\_-\_\_\_\_\_

Citizenship:  US  Permanent US Resident  Visa \_\_\_\_\_  Other Country \_\_\_\_\_

**Family Information:**

Father/Guardian's Name: \_\_\_\_\_ Phone: (\_\_\_\_) \_\_\_\_\_  
Last First Middle

Father/Guardian's E-mail Address: \_\_\_\_\_

Mother/Guardian's Name: \_\_\_\_\_ Phone: (\_\_\_\_) \_\_\_\_\_  
Last First Middle

Mother/Guardian's E-mail Address: \_\_\_\_\_

Have your parents or other members of your family attended Northwest University?  Yes  No

If yes, please list names and relationships to you: \_\_\_\_\_

## Church Relationship

Name and address of the church you attend: \_\_\_\_\_ (\_\_\_\_\_) \_\_\_\_\_  
Name Phone

\_\_\_\_\_  
Mailing Address City State Zip

Name of Senior Pastor: \_\_\_\_\_ Denomination: \_\_\_\_\_

How long have you been attending? \_\_\_\_\_ How often do you attend? \_\_\_\_\_

### Please deliver reference forms to the Pastor and Christian friend listed below (not relatives)

Pastor: \_\_\_\_\_ (\_\_\_\_\_) \_\_\_\_\_  
Name E-mail Phone

Christian Friend: \_\_\_\_\_ (\_\_\_\_\_) \_\_\_\_\_  
Name E-mail Phone

\_\_\_\_\_  
Mailing Address City State Zip

## Signature

In applying for admission to Northwest University, I affirm that I will abide by its purposes and standards of conduct as stated in the university catalog and at [www.northwestu.edu/handbook](http://www.northwestu.edu/handbook). I hereby certify that all statements are true and accurate.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## Biographical Essay (Two-Year Full Time Student Only)

Please submit a typed essay (*minimum of one page, maximum of three pages*) that addresses the following questions:

1. How and why did you become a Christian?
2. How does your personal relationship with Jesus Christ impact your personal behavior and morality?
3. Using specific examples, how would you describe your spiritual growth during the last three years?
4. How will you contribute to the True Grace School of Leadership community and how can True Grace Church assist you in your growth as a Christian?

**Office Use Only**  
ID# \_\_\_\_\_ App# \_\_\_\_\_ Fee Received \_\_\_\_\_ Ack. Sent \_\_\_\_\_

# true grace

SCHOOL OF LEADERSHIP

True Grace Church  
5615 30<sup>th</sup> Ave. SE  
Lacey, WA 98503  
Phone: (360) 459-1444  
[schoolofleadership@truegrace.church](mailto:schoolofleadership@truegrace.church)  
[www.truegrace.church/school-of-leadership](http://www.truegrace.church/school-of-leadership)

**Northwest University**  
P.O. Box 579  
Kirkland, WA 98083-0579  
Phone: 425.889.7789  
Fax: 425.889.5224  
[cppadmissions@northwestu.edu](mailto:cppadmissions@northwestu.edu)  
[www.northwestu.edu](http://www.northwestu.edu)

# Christian Friend Reference

True Grace School of Leadership  
True Grace Church  
5615 30<sup>th</sup> Ave. SE, Lacey, WA 98503  
Email: schoolofleadership@truegrace.church

**To the applicant:** Print your name and address on the lines below, in this box. This reference is to be provided by a person **outside** your family. Applicant should provide for the person completing this reference a stamped envelope addressed to True Grace Church.

**Note:** I willingly waive my right of access to see this recommendation knowing that this waiver is NOT required as a condition for admission.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name of Applicant: \_\_\_\_\_ Phone: (\_\_\_\_\_) \_\_\_\_\_

Current Address: \_\_\_\_\_

Number and Street

City State/Province

Zip/Postal Code

Country

The Mission of Northwest University is to provide, in a distinctly evangelical Christian environment, a quality education to prepare students for service and leadership.

***This reference form will not be available to the applicant for inspection if he/she has signed above. The above named applicant is applying to Northwest University and is asking you to furnish a reference. Northwest is a Christian institution with definite Christian goals and the desire is to admit those who will profit the most from their studies here. It is essential that you be frank, fair and accurate in your remarks and estimates.***

How long have you known this applicant? \_\_\_\_\_ Years \_\_\_\_\_ Months

In what capacity do you know this applicant? \_\_\_\_\_

How well do you know the applicant?  Very well  Well  Casually

In your opinion does the applicant know Christ as personal Savior and Lord?  Yes  No  Unknown

Does the applicant demonstrate Christ in his/her lifestyle?  Yes  No  Unknown

Please describe: \_\_\_\_\_

Describe the applicant's leadership ability:

Exceptional ability  Good ability  Makes some effort to lead  Prefers to follow

What goals does the applicant have?

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What is the applicant's relationship with his/her peer group? Applicant is:

- Sought Out    Admired but not sought out    Tolerated    Avoided    Rejected

What are the applicant's strong points (include special abilities)?

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What is your opinion of the applicant's level of social readiness for university life?

- Highly enthusiastic    Strong    Moderate    Hesitant    Negative    No knowledge

On a scale of 1 to 4 (1=low, 4=high), rate the applicant in the following areas:

4 = Superior   3 = Above average   2 = Average   1 = Deficient

- |                                                         |                                                     |                                              |
|---------------------------------------------------------|-----------------------------------------------------|----------------------------------------------|
| <input type="checkbox"/> Honesty and personal integrity | <input type="checkbox"/> Attitude toward schoolwork | <input type="checkbox"/> Emotional stability |
| <input type="checkbox"/> Attitude toward authority      | <input type="checkbox"/> Ability to make friends    | <input type="checkbox"/> Ability to adapt    |
| <input type="checkbox"/> Judgment                       | <input type="checkbox"/> Dependability              | <input type="checkbox"/> Concern for others  |

Further comments you may have regarding the applicant:

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Northwest University holds that certain standards of conduct are unfitting for a Christian (see Galatians 5:19-21). Please comment on a separate sheet of paper **only** if you feel the applicant would have problems adjusting to the University with regard to any of these areas.

**I recommend the applicant**

**I recommend the applicant with this reservation\***

**I do not recommend the applicant\***

**\*If you have not recommended or have reservations about recommending this applicant, please explain on an additional sheet of paper. Please include any comments that you feel would help us in regard to this applicant.**

Signature: \_\_\_\_\_ Name (print): \_\_\_\_\_

Phone: (    ) \_\_\_\_\_

Address: \_\_\_\_\_

Number and Street \_\_\_\_\_

City State/Province

Zip/Postal Code

Country

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_ Church Name: \_\_\_\_\_

# Pastoral Reference

True Grace School of Leadership  
True Grace Church  
5615 30<sup>th</sup> Ave. SE, Lacey, WA 98503  
Email: schoolofleadership@truegrace.church

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**Note:** I willingly waive my right of access to see this recommendation knowing that this waiver is NOT required as a condition for admission.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name of Applicant: \_\_\_\_\_ Phone: (\_\_\_\_\_) \_\_\_\_\_

Current Address: \_\_\_\_\_  
Number and Street

\_\_\_\_\_

City State/Province                      Zip/Postal Code                      Country

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In what capacity do you know this applicant? \_\_\_\_\_

How well do you know the applicant?     Very well     Well     Casually

In your opinion does the applicant know Christ as personal Savior and Lord?     Yes     No     Unknown

Does the applicant demonstrate Christ in his/her lifestyle?     Yes     No     Unknown

Please describe:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Describe the applicant's leadership ability:

Exceptional ability     Good ability     Makes some effort to lead     Prefers to follow



What goals does the applicant have?

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| <input type="checkbox"/> Attitude toward authority      | <input type="checkbox"/> Ability to make friends    | <input type="checkbox"/> Ability to adapt    |
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Signature: \_\_\_\_\_ Name (print): \_\_\_\_\_

Phone: (    ) \_\_\_\_\_

Address: \_\_\_\_\_

Number and Street \_\_\_\_\_

City State/Province

Zip/Postal Code

Country

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_ Church Name: \_\_\_\_\_