



SUBMIT APPLICATION FOR ADMISSION (STEP 1 OF 6)

Instructions for Submitting an Application for Admission to Criswell College:

Applicants seeking to earn a degree are required to complete and submit the following forms and documentation to be considered for full acceptance. The first step to becoming a student at Criswell College is [Applying for Admission to Criswell](#). Click the link to begin your online application and submit it once you complete it.

There is a non-refundable \$35 Application fee. We will waive your application fee if you submit all of the necessary documents for admission within two weeks of submitting your Application for Admission to Criswell.

All materials submitted during the admissions process become property of Criswell College and will not be returned.



PERSONAL ESSAY (STEP 2 OF 6)

Instructions for Writing Your Personal Essay

Prepare an essay and return it to the Admissions Office. The essay and information below are considered carefully for admissions and scholarship awarding decisions.

The essay should adhere to the following format:

1. Typed, double-spaced
2. 12 pt., Times New Roman font
3. No longer than 2 pages
4. Include your name and contact information on the front page.

Using 500-700 words, please describe and discuss in a well-written essay 1) your conversion—including an articulation of the gospel, how you came to believe it and how it has made a difference in your life and 2) your reasons for choosing Criswell College. Also, include in your essay an outline of your church and ministry involvement, school and community involvement, and your future educational and career goals. See example outline below.

Outline your church and ministry involvement/activities, past and present.

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Outline your school and community involvement/activities, past and present.

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-
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Outline your future educational and career goals.

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COPY OF PHOTO ID (STEP 3 OF 6)

Instructions for submitting a Photo ID

- Please provide a copy of a state issued ID and email a photo or scanned copy to enrollment@criswell.edu.



CHURCH ENDORSEMENT FORM (STEP 4 OF 6)

Instructions for submitting a Church Endorsement Form

- The applicant must secure the official endorsement of their local church regarding their intent to study at Criswell College. This endorsement must be submitted on the official Criswell College church endorsement Form. The Church Endorsement Form affirms the applicant is a member of and is in good standing with the church.
Note: If the applicant is the Pastor of the church the form can be signed by a Deacon, Elder, or another Pastor on staff at the Church.
- Once the form has been completed, it may be scanned and emailed to enrollment@criswell.edu, faxed to (214) 370-0497, or physically mailed to:
Admissions Office
Criswell College
4010 Gaston Ave.
Dallas, TX 75246
- If you have questions about your Church Endorsement Form, contact enrollment@criswell.edu for more information.

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CHURCH ENDORSEMENT

Please complete every section in its entirety.

To Be Filled Out by the Applicant

Name: Last First Middle Preferred Name

Address: Street or P.O. Box Apt. #

City State Zip Code Phone: Cell Home

Email:

To Be Filled Out by Church Providing Endorsement

The person named above has applied for admission to Criswell College. We value our students' church involvement as a factor of both admissibility and ongoing enrollment. Therefore, we ask that you help us by completing and returning this form to the Admissions Office. Thank you for your assistance.

“We affirm that the applicant is a member of this church, in good standing, and demonstrates the appropriate character, ability, and knowledge as necessary for admission to Criswell College.”

Name of Church: _____

Address: _____
Street Name and Number

City State Zip Code

Denominational Affiliation: _____

Pastor's Signature: _____

Printed Name: _____ Date: _____



RECOMMENDATION FORM (STEP 5 OF 6)

Instructions for submitting a Recommendation Form

- Each applicant must submit one recommendation attesting to good moral character. This form should go to individuals other than the applicant's family, preferably a pastor, former teacher or professor, mentor, or employer. Confidentiality requires the recommendation to be sent directly from the recommender to the Office of Admissions at Criswell College.
- Once the form has been completed, the recommender may scan and email the form to enrollment@criswell.edu, fax to (214) 370-0497, or physically mail it to:

Admissions Office
Criswell College
4010 Gaston Ave.
Dallas, TX 75246

- If you have questions regarding the Recommendation Form, contact enrollment@criswell.edu for more information.

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RECOMMENDATION

Please complete every section of the recommendation in its entirety.

To Be Filled Out by the Applicant

Name: Last First Middle Preferred Name

Address: Street or P.O. Box Apt. #

City State Zip Code Phone: Cell Home

Email:

I willingly waive my right of access to see this recommendation. I expect that the observations made shall remain confidential between Criswell College and the person making the recommendation.

Signed Name: Date:

To Be Filled Out by the Person Making the Recommendation

The person named above has applied for admission to Criswell College. We highly value your comments and ask that you give a full and candid report so that fair consideration may be given to the applicant. Upon completion of this form, please return to the Admissions Office. Thank you for your assistance.

Your Name: Phone:

Position/Organization: Email:

Address: Street Name and Number

City State Zip Code

How long have you known the applicant?

Please describe your relationship to the applicant: Minister Supervisor Mentor Other

Please assess your perception of the applicant's potential for academic success.

Do you know of anything, which might hinder the applicant from making satisfactory progress as a student? (If so, please comment on separate page.) Please check the following:

	Excellent	Good	Fair	Poor	Not Known
Emotional stability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Moral character	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Leadership	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Influence on others	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Concern for others	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Attitude toward authority	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Church involvement	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Readiness for College	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

(If you check fair or below on any of these, please give additional explanation on separate page.)

What are the greatest strengths of the applicant? _____

What are the greatest weaknesses of the applicant? _____

Would you recommend this applicant for admission to Criswell College?

- With confidence
- Yes, but with reservations
- Not at this time

If you would like, you may attach another sheet of paper (typed and double-spaced) commenting with any insights or concerns regarding the sections above.

Signature: _____

Date: _____



OFFICIAL TRANSCRIPTS/DOCUMENTS (STEP 6 OF 6)

Instructions for submitting Official transcripts/scores/documents:

- Applicants are responsible for providing official transcripts from all previously attended educational institutions.
- Undergraduate Applicants:
 - Official High School transcript or GED Certificate: Undergraduate applicants with less than 60 college credit hours must submit an official high school transcript certifying graduation and credits completed. Applicants who have not completed high school must submit the official report of the General Education Development Test (GED). For transcripts to be considered “official”, they must be sent in a sealed envelope from the High School through the mail.
 - Official College transcript(s): Transfer students are responsible for providing official transcripts from all previously attended educational institutions— even if only one class. For transcripts to be considered “official”, they must be sent in a sealed envelope through the mail from the institution or sent via email directly from the institution.
 - Official SAT or ACT Score(s): Entering freshmen and transfer students must submit official results of the ACT or SAT, unless the student has 30 hours or more of transferable credit.
 - Proof of Bacterial Meningitis Vaccination: Criswell College requires all incoming students under the age of 22 to provide documentation or proof that they have had the Bacterial Meningitis Vaccination within the last 5 years.
- Graduate Applicants:
 - Official College transcript(s): Graduate students are responsible for providing official transcripts from all previously attended educational institutions— even if only one class. For transcripts to be considered “official” they must be sent in a sealed envelope through the mail from the institution or sent via email directly from the institution.
- Transcripts may be emailed to enrollment@criswell.edu or physically mailed to:
 - Admissions Office
 - Criswell College
 - 4010 Gaston Ave.
 - Dallas, TX 75246
- If you have any questions contact enrollment@criswell.edu for further assistance.

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