



OUR LADY OF GUADALUPE SEMINARY APPLICATION CHECKLIST

This form is for your record keeping. Please do not submit it with your application.

In order to be reviewed for admission as a student at Our Lady of Guadalupe Seminary, the following must be completed & on file at the Vocations Office:

- Birth certificate (*an original or a notarized copy*)
- Baptismal certificate (*obtained within the last six months from your parish & affixed with the parish's seal. No photocopies accepted*)
(**N.B.** *This must be a "complete" certificate with explicit notation concerning the reception or non-reception of the sacraments of Holy Orders and Matrimony (or profession of solemn religious vows).*)
- Application For Admission Form
- Application For Admission Essays (2)
- Confirmation certificate (*this may be annotated on the baptismal certificate by the parish, otherwise it can be obtained from your parish of confirmation*)
- High School transcript(s) (*an official copy needs to be sent to us directly from the school*)
- College/University transcript(s) (*an official copy needs to be sent to us directly from the school*)
- If you have taken the SAT, ACT, GRE, or similar exams and the results are not on your transcripts please send us the results of these exams. Note: These are not necessary for acceptance to OLGS
- Resumé showing work/study/leadership/charitable work experience
- Medical Record Form
- Detailed autobiography (*see autobiography guide sheet for details*)
- 2 letters of recommendation from priests (*one, preferably, from your local pastor*)
- National criminal record check
- 2 passport size, portrait-style photos

If at any time you have ever been a seminarian or in a religious community, you will also need to include:

Letter(s) of Reference & Confirmation of Prior Formation in a Religious Community/Diocese:

- If previously enrolled in a seminary, from the seminary rector
- From your bishop or religious superior
- Certificates of reception of minor orders or the permanent ministries of lector/acolyte (*if applicable*)

If you are studying at OLGS under the sponsorship of a diocese or religious order, you will need to include:

- Letter of sponsorship from your diocese or religious community

BAPTISMAL
CERTIFICATE
SAMPLE

NOTATIONS

FIRST COMMUNION

Date April 17, 2005

Church St. James Cathedral

Place Orlando, FL

CONFIRMATION

Date March 4, 2012

Church Holy Family

Place Orlando, FL

MARRIAGE(S)

To NO NOTATIONS

Date _____

Church _____

Place _____

DIACONATE

<http://www.fsspols.org/> **Date** NO NOTATIONS

Church _____

Place _____

**RELIGIOUS
PROFESSION**

Date NO NOTATIONS

Order _____

Place _____