



## Lifelong Learning

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### Certificate in Public Safety Chaplaincy Application Requirements

In addition to a completed and signed application form, applicants must submit the following items. An application will be complete and ready for review when ALL items are received.

***Please carefully follow all instructions.***

1. \$50 non-refundable deposit made payable to LTSS (applied to tuition if admitted). Checks should be mailed to the address given below. Be sure the applicants name is clearly indicated on the check.
2. Three letters of recommendation using the form found online with all application materials. References must be signed and sealed and mailed to the address given below.

One recommendation must come from each of the following:

- a. A leader in your faith community (i.e., pastor, council president, etc.)
- b. A supervisor or professional colleague
- c. The senior administrator of the public safety agency with which you are connected.

OR

If you are not yet connected with a public safety agency, a personal reference who can speak to your spiritual and emotional readiness to serve as a chaplain, and your sense of call to this ministry.

3. Official transcripts for all undergraduate, graduate, and post-graduate work. Transcripts should be sent directly from the registrar of each institute attended to the seminary at the address given below.
4. Autobiographical essay using the form found online with all application materials. This form includes the prompt and guidelines for the essay.

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Submit all materials via email or mail to:

[LifelongLearning@lr.edu](mailto:LifelongLearning@lr.edu) - subject line: Chaplaincy Application

**or**

LTSS Lifelong Learning  
4201 N. Main Street  
Columbia, SC 29203  
Attention: Chaplaincy Application