

PRINCIPAL'S REFERENCE PATHWAY

DOCUMENT REQUIREMENTS



PRINCIPAL'S REFERENCE: A letter signed by the principal of your school, on official school letterhead.
To be accepted, your Principal's reference letter must be signed and dated by your Principal on - School letterhead, and must include:

- Your full name.
- The name of the course that you are applying for.
- A short reference from your principal.
 - This can be on the grounds of passion, hardship, capability, and others.
 - This can be as short as 1-2 sentences.
 - In the event the Principal does not know the student well, this can include information or a direct quote from a teacher or career counsellor. The person's name and connection with the student should also be included.

PERSONAL STATEMENT: A personal statement of 500 words that addresses the personal and professional goals that are the basis of the choice of your preferred course at CHC and of CHC as the preferred higher education provider.

For Ministries courses only, please also upload the signed [Statement of Faith/Code of Conduct](#) document.

REFEREE DETAILS: The name and contact details for your local church pastor/minister who can provide a reference regarding your aptitude and potential for ministry service (contains standardised questions regarding temperament, personal qualities, interests and attitude).

SCHOOL REPORT: For Education courses only, your most recent official school reports.

INTERVIEW: Some courses might require you to engage in an interview.

You will be contacted by CHC if you are required to participate in an interview as part of the assessment of your application.

COURSE DOCUMENT REQUIREMENTS

COURSES	PRINCIPAL'S REFERENCE	PERSONAL STATEMENT	REFEREE DETAILS	SCHOOL REPORT	INTERVIEW
Diploma of Business	✓				
Bachelor of Business	✓				
Undergraduate Certificate of Literature	✓	✓			✓
Diploma of Liberal Arts: Foundations of Wisdom	✓	✓			✓
Bachelor of Arts in the Liberal Arts	✓	✓			✓
Bachelor of Education (Primary)	✓			✓	
Bachelor of Education (Senior)	✓			✓	
Bachelor of Arts/Bachelor of Education (Secondary)	✓			✓	
Diploma of Ministry	✓	✓	✓		
Bachelor of Ministry	✓	✓	✓		
Diploma of Social Science	✓				
Bachelor of Counselling	✓				✓
Bachelor of Human Services	✓				