



## 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 (*A color photocopy of the original birth certificate will suffice*)
- Baptismal certificate issued no sooner than January of the year you are applying (e.g., January 2025 issuance date (or later) for the fall of 2025) issued from your parish & affixed with the parish's seal. No photocopies accepted. (**N.B.** *The certificate must include explicit notation of the reception/non-reception of the sacraments of Confirmation, Holy Orders and Matrimony (or profession of solemn religious vows). For Matrimony and Holy Orders, the certificate must clearly state "No notations" to be valid.*)
- Application For Admission Form
- Application For Admission Essays (2)
- Confirmation certificate (*this information must be annotated on the baptismal certificate as well*)
- 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*)
- We require SAT or ACT exams results. (If you are not a US citizen, you must still have SAT or ACT results. To find an SAT Test Center in your country, please visit:  
<https://satsuite.collegeboard.org/sat/test-center-search>)
- 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

